



**City of Manteca  
Council Goals & Priorities Work Plan FY 2023 - 2024**

<b>Project</b>	<b>Department</b>	<b>Status as of July 2023</b>	<b>Status as of February 2024</b>	<b>Notes</b>
<b>GOAL 1: Stabilize City Finances</b>				
Implement and adopt the City of Manteca Cannabis Program.	City Manager's Office	Completed	Completed	Approved three cannabis business permit applications.
Tax measure exploration for 2024.	City Manager's Office	In progress	In progress	Plan is being implemented to introduce general sales tax measure on the November 2024 ballot.
Fill vacant director positions including Chief of Police, Finance Director, and Human Resources Director.	City Manager's Office	In progress	Completed	Chief of Police and Finance Director filled in 2023. HR Director filled in 2024.
Revise property tax sharing agreement with San Joaquin County.	City Manager's Office	In progress	In progress	Proposed tax sharing agreement will go before the Council on 2/20/24 for approval.
Market and promote the FEZ for development opportunities that increase tourism, improve the quality of life for Manteca residents, and generate tax revenue for the City.	City Manager's Office	Ongoing	Ongoing	RFP was awarded.
Seek additional community partnerships, collaborations, and grant funding.	Recreation & Community Services	Ongoing	In progress	
Funding Opportunities: Infrastructure Investment & Jobs Act; Federal Build Back Better, Urban Communities Drought Relief Grant; Clean California Local Grant.	Engineering	Ongoing	Ongoing	
Complete FY 2021 Audit.	Finance	Ongoing	Completed	
Complete FY 2022 Audit.	Finance	Ongoing	Completed	
Complete FY 2023 Audit.	Finance	Ongoing	In-progress	Estimated completion by July 2024.
Fill vacancies in vital positions.	Finance	Ongoing	In-progress	Estimated completion by March 2024.
Monitor Fund Balances.	Finance	Ongoing	In-progress	Estimated completion by June 2024.
Evaluate Department policies & procedures.	Finance	Ongoing	Ongoing	Significant progress by end of 2024.
Evaluate revenue stream options while working with the City Manager's Office.	Finance	Ongoing	Ongoing	Significant progress by end of 2024.
Continue to seek federal and state funds to provide equipment and manpower at little or no cost to the City.	Police Department	Ongoing	In progress	Staff continues to work with lobbyist and local federal and state representatives to secure grant funding.
Apply for more grants (SAFER & AFG Grant).	Fire Department	Applied for grant funds	Ongoing	
Implementation of new Solid Waste Rates.	Public Works	In progress	Completed	Completed as of 11/2023
Continue to bring more work into the City Attorney's Office (CAO), including, but not limited to: Arbitrations, non-insurance complaints, Code Enforcement matters (quality of life and new ordinances), labor negotiations and related personnel administrative matters, and mediations. Staff all publicly noticed meetings and commissions.	City Attorney's Office	Ongoing	Ongoing	Removal recommended as this is an operational item.
Complete job analysis prior to positions being adopted in the budget.	Human Resources	Process has been put in place; ongoing	Ongoing	
PFIP update for sewer, water, storm and transportation.	Engineering	In progress	In progress	
Sales tax measure to invest/update City infrastructure & facilities.	Engineering	In progress	In progress	
Create savings through debt refunding.	Finance	Postponed until audits are completed	In progress	Estimated completion by September 2024.
Address pension & OPEB (analysis & solutions).	Finance	In progress with fee study adoptions	In progress	Estimated completion by December 2024.
Budget development (in-house and ClearGov Software Suite).	Finance	In progress	In progress	Estimated completion by June 2024.
Launch transparency website.	Finance	In progress	In progress	Estimated completion by December 2024.



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**GOAL 1: Stabilize City Finances**

Evaluate revenue stream options.	Finance	In progress	Ongoing	Significant progress by December 2024.
Water & Wastewater Master Plans.	Engineering	In progress	In progress	Anticipated completion March 2024.
Water & Wastewater Rate Studies.	Engineering	In progress	In progress	Anticipated completion July 2024.
Upgrade automated water meter infrastructure.	Public Works	Ongoing	Ongoing	
Complete Bar Screen Construction Project at Water Quality Control Facility .	Public Works	Completed	Completed	

**GOAL 2: Economic Development & Vitality**

Bring three Cannabis Community Benefit Agreements for adoption.	City Manager's Office	In progress	Completed	
State of the City 2023.	City Manager's Office	Completed	Completed	
Begin the disposition process (complying with the Surplus Land Act) of certain city-owned properties in preparation for marketing and promoting these properties to national retailers at trade-shows and through a targeted marketing efforts.	City Manager's Office	Ongoing	Completed	
Receive majority voter approval from downtown Manteca property owners for the creation of a formal Downtown Manteca Special Assessment Property Based Improvement District (PBID) and begin the process of creating formal non-profit organization to manage the new Property Improvement District in Downtown Manteca.	City Manager's Office	In progress	Ongoing	
Utilize LATA grant funding to write and publish an RFP seeking a consultant to develop a Broadband/Fiber Master Plan, award the contract, and begin the planning process.	City Manager's Office	Ongoing	In progress	
Distribute a retail and entertainment survey to the community seeking feedback on the retailers and entertainment uses most desired by the Manteca community and use the survey results as a guide for business attraction efforts.	City Manager's Office	Completed	Completed	
Select and fund a consultant to create the Downtown Specific Plan.	Development Services	In progress	Completed	
Present and consider the formation of a special district, including Tourism Business Improvement District (TBID), Community Benefit District (CBD), and Property-Based Improvement District (PBID).	City Manager's Office	In progress	On hold	On-hold until PBID is developed. Deferred to FY 24-25.
Bring forward a Community Benefit Agreement for cannabis businesses for adoption.	City Manager's Office	In progress	In progress	
Completion of the permit process for cannabis.	City Manager's Office	Completed	In progress	
Family Entertainment Zone development and plan.	City Manager's Office	In progress	In progress	Master Plan and environmental review in progress.
Fiber infrastructure expansion.	City Manager's Office	In progress	In progress	
Revisit Economic Strategic Plan and develop a work plan for staff.	City Manager's Office	In progress	In progress	
Modify the Market on Maple event and add additional downtown events through partnerships with local businesses.	Recreation & Community Services	Re-evaluating	In progress	
Select and fund a consultant to create the Downtown Specific Plan.	Development Services	Ongoing	Ongoing	

**GOAL 3: Expand Homelessness & Affordable Housing Options**

Develop a strategic plan on homelessness outlining long term goals and priorities that includes community buy-in and best practices.	City Manager's Office	Ongoing	In progress	Acquired RPM Team. RPM Team have conducted community meetings and gathering information from the stakeholder in the community.
Develop a scope of work and find a service provider for the upcoming Low Barrier Navigation Center planned for 682 Main St.	City Manager's Office	Ongoing	In progress	Vanir Construction Management, Inc. and CMO are in the process of drafting the RFP and expect to release in the upcoming months.



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**GOAL 3: Expand Homelessness & Affordable Housing Options**

Establish 555 Industrial Park Dr. as a fully mobile/operational site with dormitories and services.	City Manager's Office	Ongoing	In progress	Completion of electrical project. City Staff and His Way Refuge Center are coordinating and transitioning residents from tents into the building.
Provide the community with educational workshops to learn more about the City's response to homelessness and how to support.	City Manager's Office	Ongoing	Completed	City Council and City Staff conducted Homelessness Town Hall Meeting in August 2023 and Homeless Summit in October 2023. These presentations are expected to be held annually.
Implement an affordable housing strategy.	Development Services	On Hold	Ongoing	Currently partnering with the Housing Authority of San Joaquin to develop a senior affordable housing in downtown Manteca.
Creation of a Homelessness Strategic Plan with Council Ad Hoc Homeless Committee.	City Manager's Office	RFP sent out	In progress	Acquired RPM Team. RPM Team have conducted community meetings and gathering information from the stakeholder in the community.
Release a request for proposals for the operation of the Navigation Center and assistance with facility design.	City Manager's Office	In progress	In progress	Vanir Construction Management, Inc. and CMO are finalizing the RFQ draft and expect to release by March 2024.
Seek funding for the Navigation Center construction and ongoing operations.	City Manager's Office	Ongoing	Ongoing	City Staff continue to apply for local and state funding for construction and current operations.
Continue to work with local officials, lobbyist, city council, and community partners on homelessness initiatives and opportunities.	City Manager's Office	Ongoing	Ongoing	Recurring meetings with community stakeholders, Caltrans, other local public entities and law enforcement.

**GOAL 4: Plan for Updating Infrastructure and Facilities**

Upgrade remaining end-of-life switches.	Information Technology & Innovation	Ongoing	Ongoing	To be initiated in FY 24-25 and will be renamed to: Implement dual power-supply schedule for switches, including end-of-life. <b>Phase 1:</b> Replace single-power supply switches that are currently end-of-life with dual-power supply switches. <b>Phase 2:</b> As remaining single-power switches reach end-of-life, replace them with dual-power supply switches, per Grand Jury findings recommendation.
Add redundancy to DOJ/CLETS connection.	Information Technology & Innovation	Completed - Unable to add redundancy due to service unavailability.	Cancelled. Unable to add redundancy due to service unavailability.	This is not an option at this time. However, the legacy T-1 connection to DOJ is now a fiber optics connection.
Implement Accela permitting system.	Development Services/ IT	Ongoing	In progress	Estimated completion December 2024.
Commission Fiber Master Plan.	Development Services/ IT	Ongoing	Ongoing	
SR120/McKinley Interchange Project construction (\$34M).	Engineering	In progress	In progress	Estimated completion Spring 2024.



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**GOAL 4: Plan for Updating Infrastructure and Facilities**

Water/Wastewater Master Plans & Rate Studies (\$2M).	Engineering	In progress	In progress	Estimated completion Summer 2024.
WQCF interim capacity improvements (\$8M ARPA) – Design.	Engineering	In progress	In progress	Estimated completion Spring 2026.
WQCF unfunded interim capacity improvements (\$25M).	Engineering	In progress	In progress	
PFIP update for sewer, water, storm and transportation.	Engineering	In progress	In progress	
Storm Drain Zone 36/39 design, environmental, permitting, & construction (\$23M).	Engineering	In progress	In progress	Estimated completion December 2024.
Citywide Cure-In-Place-Pipe Sewer Pipes Liner project (\$9M).	Engineering	In progress	In progress	
Pavement Maintenance (\$5M).	Engineering	In progress	In progress	
Well 29 TCP Mitigation (\$2.5M) – Design.	Engineering	In progress	In progress	Estimated completion Summer 2025.
Nile Garden School Well 30 Water Supply Project (\$5M State Grant) – Design.	Engineering	In progress	In progress	Estimated completion Summer 2025.
Airport Way/120 DDI Project Study Report (PSR) (\$250k grant); Environmental Document (\$2M Measure K).	Engineering	In progress	In progress	Estimated completion December 2025.
Main St./120 DDI PSR (\$250k grant); Environmental Document (\$2M Measure K).	Engineering	In progress	In progress	Estimated completion December 2025.
SR99/120 Improvement Project Phase IA – Partnership with Caltrans (\$65M).	Engineering	In progress	In progress	
French Camp Outlet Canal (FCOC) Capacity Analysis and recommended improvements project (\$5M).	Engineering	In progress	In progress	Estimated completion Summer 2024.
Highway Safety Improvement Program (HSIP) - federally funded projects: <ul style="list-style-type: none"> <li>• Citywide Traffic Signal (\$2.4M)</li> <li>• Traffic Signs (\$2.2M) Improvements</li> <li>• Main St &amp; Yosemite Ave Improvement Design and Construction (\$2.9M)</li> <li>• Local Roadway Safety Plan (LRSP) for future federal funding eligibility</li> </ul>	Engineering	In progress	In progress	Estimated completion for projects: Citywide Traffic Signal - Summer 2025 Traffic Sign Improvements - Fall 2024 Main St. Improvement Design and Construction - Late 2024 Yosemite Area Improvement Design and Construction - Spring 2025 Local Roadway Safety Plan - Completed
Potential CIP's Pavement Restoration: Lathrop Rd. (Union to Hwy 99); Louise Ave. (Main to Hwy 99); Shasta Park area streets; Yosemite Ave. (UPRR to Airport); Industrial/Spreckels (Main to Yosemite); Airport Way widening (Wawona to Crom); Woodward Ave. (Main to Pillsbury).	Engineering	In progress	In progress	Louise Ave (Main Street to HWY 99) - late 2024. Lathrop Road (Union Road to HWY 99) - late 2024.
Complete overhaul of communications infrastructure.	Fire Department	In progress	In progress	Defer to FY 24-25.
Continue to upgrade and renovate aging City facilities that include building, parks, public spaces, and more subject to budget funding.	Public Works	Ongoing	Ongoing	
Implement increased level of Golf Course maintenance utilizing the updated fees.	Public Works	In progress	In progress	
Perform large scale asphalt repair on key roadways.	Public Works	Ongoing	Ongoing	Completed sections on Spreckles Ave., Center St., Union Rd., Yosemite Ave. and others will be completed in FY 24-25.
Deploy commercial food waste and food recovery programs.	Public Works	Ongoing	Completed	
Locate and Acquire Property for Manteca's Transit Bus Facility Yard.	Public Works	In progress	In progress	



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**GOAL 4: Plan for Updating Infrastructure and Facilities**

Continue working with San Joaquin Regional Rail Commission (SJRR) to complete design plans for the Parking Lot Expansion Project at the transit facility.	Public Works	Ongoing	Ongoing	To be completed in 2025.
Implement automated meter reading infrastructure and software.	Public Works	Ongoing	Ongoing	Deployed in FY 23-24, on-going until platform transition is completed (2026).
Install Smart Lids on sanitary sewer maintenance holes to prevent sanitary sewer overflow.	Public Works	In progress	In progress	Completion estimate August 2024.
Solid Waste: Implement weekly collection of trash, recycling, and organics.	Public Works	In progress	In progress	Estimated completion December 2024.
Start up and program optimization of Glycerin System.	Public Works	Completed	Completed	
Complete General Plan Update.	Development Services	In progress	In progress	
Implement new permitting software.	Development Services	In progress	In progress	
Truck Route Study.	Development Services	On hold pending approval of the General Plan	In progress	To be completed when the General Plan is finalized.
Complete Payroll/HR Merger.	Human Resources	Ongoing	Completed	
Update picnic rental and park reservation procedures and fees.	Recreation & Community Services	Ongoing	In progress	Estimated completion December 2024.
Update security policy and implement cybersecurity training schedule.	Information Technology & Innovation	In progress	Completed	
Upgrade Disaster Recovery (DR) site hardware.	Information Technology & Innovation	In progress	In progress	Estimated completion December 2025. This item will be renamed to: Implement new Disaster Recovery (DR) plan.
Implement new spam and threat protection for email service.	Information Technology & Innovation	In progress	Completed	
Implement Data Loss Prevention (DLP).	Information Technology & Innovation	On Hold / No Budget	On Hold/ No Budget. Requesting Removal	Requesting Removal.
Immutable backup repository.	Information Technology & Innovation	On Hold / No Budget	On Hold/ No Budget. Requesting Removal for now	Requesting Removal.
High availability internet connections.	Information Technology & Innovation	Completed	Completed	We have redundant internet connections so that if one goes out we have another ISP as backup.
Construct dedicated IT Server Room.	Information Technology & Innovation	On Hold/ No Budget	On Hold / No Budget Requesting Removal For Now	Requesting Removal.
Install backup generators.	Public Works	On Hold/ No Budget	On Hold	Defer to FY 24-25.
Upgrade wireless infrastructure to fiber ENS.	Information Technology & Innovation	In progress	In progress	Estimated completion June 2024. We only have the Water Yard and Fire Station 2 left for this fiscal year.
Upgrade City Hall campus and remote site fiber.	Information Technology & Innovation	In progress	In progress	Estimated completion June 2025.
New Police Department facility to adequately house a department for our size and needs while planning for future growth.	Police	Funding Needed - Exploring an Earmark	In progress	Feasibility study is underway.
Assure a safe and efficient workplace by addressing long-term building concerns: Secure design for complete rebuild of Fire Station 3, and extensive facelift/remodel of Fire Station 2.	Fire	Funding Needed	Funding Needed	
Secure additional office space for Fire Prevention Division: Rebuilding city classroom at Fire Station 1 (relocation of Fire Prevention to the existing small classroom inside fire station).	Fire	In progress - Sycamore Property	Completed	
Develop a master plan and funding strategies for a new Public Works Corporation Yard.	Public Works	In progress	In progress	Ongoing (pending rates).
Repair corrosion and paint exterior of existing water tanks.	Public Works	In progress	In progress	Ongoing (pending rates).



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**GOAL 5: Expand Quality of Life Services**

Continue to provide CNG for Fleet.	Public Works	Ongoing	Ongoing	Ongoing (continue providing service).
Maximize reuse of treated municipal wastewater for beneficial uses in Manteca.	Public Works	In progress	In progress	Ongoing.
Locate and acquire property for Manteca's transit bus facility yard.	Public Works	In progress	In progress	Defer to FY 24-25.
Implement a Planned Fleet Replacement Program.	Public Works	In progress	In progress	Life-cycle projection completed. Working on funding strategy.
Create new and enhance existing community events.	Recreation & Community Services	In progress	Completed	
Update Department Master Plan.	Recreation & Community Services	In progress	In progress	
Expand departments multi-media and increase social media presence.	Recreation & Community Services	In progress	Completed	
Establish easier accessibility to the departments information and resources.	Recreation & Community Services	In progress	Completed	New recreation software implemented in February 2024.
ADA Transition plan.	Human Resources	In progress	In progress	
Work with Public Safety to conduct interactive safety trainings · Active Shooter Training · Great Shake Out	Human Resources	In progress; Active shooter training in July. Great Shake out October	Completed	
Implement internship program.	Human Resources	In progress	Completed	
Annual Health & Safety Fair.	Human Resources	Implemented for 2023	Completed and Ongoing	
Hosting Job Fairs.	Human Resources	Ongoing	Ongoing	
Finalize and Implement updated administrative policies.	Human Resources	Ongoing	In progress	
Conduct "stay" interviews.	Human Resources	In early planning stages	In-Progress	Estimated completion December 2024.
Labor Negotiations.	Human Resources	In progress; on-going	Completed	
Work in conjunction with Public Works to update IIPP (Injury Illness Prevention Program).	Human Resources	Finalizing	In progress	Estimated completion July 2024.
Provide safety specific training in an effort to reduce work comp injuries.	Human Resources	Ongoing	Ongoing	
Enhance customer experiences.	Finance	Ongoing	On-going	Significant progress made by increasing social media presence and utilizing automatic billing payments.
New Position requests by budgetary request, Measure M, COPS grant, sales tax measure · FTE (6) six police officers · (2) two for Patrol · (2) two for SCU · (1) one ORC · (1) one Traffic/DUI Officer · FTE Lieutenant position for the Services Division · FTE Community Service Officer (Traffic) · FTE Rescue Coordinator (Animal Services) · Switch from part time 1400-hour employee · FTE Code Enforcement Aide · Switch from part time 1400-hour employee · FTE Code Enforcement Officer	Police Department	On-going/Approved in FY24 Budget: (2) two officer for patrol FTE Rescue Coordinator/Animal Control Officer FTE Code Enforcement Aide	Completed	
Cordico App for First Responder.	Police Department	In progress	Completed	
Reduce crime and increase the public's safety through proactive policing by implementing the following objectives:	Police Department	Ongoing	Ongoing	



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<b>GOAL 5: Expand Quality of Life Services</b>				
Continue to provide timely response to all requests for police service.	Police Department	Ongoing	Ongoing	
Maintain a proactive zero-tolerance approach to gang and drug enforcement.	Police Department	Ongoing	Ongoing	
Change Patrol schedule to a "Team Concept".	Police Department	Implemented for 2023	Completed	
Improve mental and physical well in the workplace culture of the Police Department.	Police Department	Ongoing	Ongoing	
Continue to utilize the crime analyst in criminal intelligence and designated policing.	Police Department	Ongoing	Ongoing	
Continue to build relationships in the community through community oriented policing, community involvement and outreach.	Police Department	Ongoing	Ongoing	
Continue to provide excellent customer service to the public while striving to better our relationship on a daily basis by concentrating on our daily contacts with the public.	Police Department	Ongoing	Ongoing	
Purchase 2 Type 1 Fire Engines (up from 1 Engine requested in 22) at approximately \$1.2 million each with potential funding from AFG Grant.	Fire Department	In progress	In progress	Estimated completion Fall of 2025.
Hire 6 Firefighters (up from 3 requested in 22) in anticipation of New Tiller Truck arrival in 2024 by budgetary request, Measure M, SAFER grant, sales tax measure.	Fire Department	Funding Needed	Funding Needed	
Prevention vehicle.	Fire Department	In progress	Completed	
Equipment for the new Aerial Tiller Truck.	Fire Department	In progress	In progress	Estimated completion Summer 2024.
Provide excellent level of service through quick response, program updates, and community interaction.	Public Works	Ongoing	On-going	
Provide outstanding trip experiences for Fixed Route Services and Dial-A-Ride/Paratransit for all passengers taking the local transit system.	Public Works	Ongoing	On-going	
Conservation efforts.	Public Works	Ongoing	On-going	Remove as this is an ongoing operational item.
Look into how we can remedy and/or improve upon past agreements/policies/courses of action/municipal code sections, both internally and/or vis-à-vis our relationships with other entities.	City Attorney's Office	Ongoing	Some completed, some on-going	
Municipal Code Review and Revisions.	City Attorney's Office	Ongoing	Some completed, some on-going	
Review and Revise City Contract templates.	City Attorney's Office	Ongoing	Completed	
Continue to conduct relevant, citywide trainings.	City Attorney's Office	Ongoing	Some completed, some on-going	
Stay on top of matters and/or improve relationships in our adjoining and/or participatory government agencies including SJAFCA, SSJID, SJCOG, and other cities and entities within the County.	City Attorney's Office	Ongoing	Some completed, some on-going	
Continue to get to know City staff and the pertinent City history as it relates to legal matters.	City Attorney's Office	Ongoing	Completed	
Work with the City Manager's Office to help effectuate efficient City Council meetings.	City Attorney's Office	Ongoing	Completed	
Fund a full-time Recreation Coordinator position in the FY 22-23 budget.	Recreation & Community Services	Funding Needed	On Hold	
Complete the Climate Action Plan Update.	Development Services	In progress	In progress	
Implement new RMS to replace Tyler-New World.	Police	Launching in February 2024	Completed	
Develop mental and physical wellness in the workplace culture of the Police Department.	Police	In progress	Completed	
Institute a comprehensive Firefighter Wellness Program.	Fire	In progress	Completed	