



# CITY COUNCIL SPECIAL MEETING AGENDA

COUNCIL CHAMBERS, CITY HALL  
7351 ROSANNA STREET, GILROY, CA  
95020

**MAYOR**  
Greg Bozzo



**COUNCIL MEMBERS**  
Dion Bracco  
Tom Cline  
Terence Fugazzi  
Zach Hilton  
Carol Marques  
Kelly Ramirez

**WEDNESDAY, MARCH 25, 2026 | 8:30 AM**

CITY COUNCIL PACKET MATERIALS ARE AVAILABLE ONLINE AT [www.cityofgilroy.org](http://www.cityofgilroy.org)  
AGENDA CLOSING TIME IS 5:00 P.M. THE TUESDAY PRIOR TO THE MEETING

**COMMENTS BY THE PUBLIC WILL BE TAKEN ON AGENDA ITEMS BEFORE ACTION IS TAKEN BY THE CITY COUNCIL.** Public testimony is subject to reasonable regulations, including but not limited to time restrictions for each individual speaker. ***\*\*Please limit your comments to 3 minutes.\*\**** The amount of time allowed per speaker may vary at the Mayor’s discretion depending on the number of speakers and length of the agenda.

Written comments on any agenda item may be emailed to the City Clerk’s Office at [publiccomment@cityofgilroy.org](mailto:publiccomment@cityofgilroy.org) or mailed to the Gilroy City Clerk’s Office at City Hall, 7351 Rosanna Street, Gilroy, CA 95020. Comments received by the City Clerk’s Office by 1 p.m. on the day of a Council meeting will be distributed to the City Council prior to or at the meeting and available for public inspection with the agenda packet located in the lobby of Administration at City Hall, 7351 Rosanna Street prior to the meeting. Any correspondence received will be incorporated into the meeting record. Items received after the 1 p.m. deadline will be provided to the City Council as soon as practicable. Written comments are also available on the City’s Public Records Portal at [bit.ly/3NuS11N](http://bit.ly/3NuS11N).

 In compliance with the Americans with Disabilities Act, the City will make reasonable arrangements to ensure accessibility to this meeting. If you need special assistance to participate in this meeting, please contact the City Clerk’s Office at least 72 hours prior to the meeting at (408) 846-0204 or [cityclerk@cityofgilroy.org](mailto:cityclerk@cityofgilroy.org) to help ensure that reasonable arrangements can be made. 

If you challenge any planning or land use decision made at this meeting in court, you may be limited to raising only those issues you or someone else raised at the public hearing held at this meeting, or in written correspondence delivered to the City Council at, or prior to, the public hearing. Please take notice that the time within which to seek judicial review of any final administrative determination reached at this meeting is governed by Section 1094.6 of the California Code of Civil Procedure.

A Closed Session may be called during this meeting pursuant to Government Code Section 54956.9 (d)(2) if a point has been reached where, in the opinion of the legislative body of the City on the advice of its legal counsel, based on existing facts and circumstances, there is a significant exposure to litigation against the City.

Materials related to an item on this agenda submitted to the City Council after distribution of the agenda packet are available with the agenda packet on the City website at [www.cityofgilroy.org](http://www.cityofgilroy.org) subject to the Staff’s ability to post the documents before the meeting.

**KNOW YOUR RIGHTS UNDER THE GILROY OPEN GOVERNMENT ORDINANCE**

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, task forces, councils and other agencies of the City exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review.

**FOR MORE INFORMATION ON YOUR RIGHTS UNDER THE OPEN GOVERNMENT ORDINANCE, TO RECEIVE A FREE COPY OF THE ORDINANCE OR TO REPORT A VIOLATION OF THE ORDINANCE, CONTACT THE OPEN GOVERNMENT COMMISSION STAFF AT (408) 846-0204.**

If you need assistance with translation and would like to speak during public comment, please contact the City Clerk a minimum of 72 hours prior to the meeting at 408-846-0204 or e-mail the City Clerk's Office at [cityclerk@cityofgilroy.org](mailto:cityclerk@cityofgilroy.org).

Si necesita un intérprete durante la junta y gustaría dar un comentario público, comuníquese con el Secretario de la Ciudad un mínimo de 72 horas antes de la junta al 408-846-0204 o envíe un correo electrónico a la Oficina del Secretario de la Ciudad a [cityclerk@cityofgilroy.org](mailto:cityclerk@cityofgilroy.org).



To access written translation during the meeting, please scan the QR Code or click this link:

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Choose Language and Click Attend | Seleccione su lenguaje y haga clic en asistir

Use a headset on your phone for audio or read the transcript on your device.

Use sus auriculares para escuchar el audio o leer la transcripción en el dispositivo.

The agenda for this special meeting is outlined as follows:

1. **OPENING**
  - 1.1. Call to Order
  - 1.2. Roll Call
  - 1.3. City Clerk's Report on Posting the Agenda
2. **PUBLIC COMMENT**
3. **CITY COUNCIL STUDY SESSION**
  - 3.1. Legislative Agenda and Work Plan

**4. ADJOURNMENT**

# City Council Study Session

March 25, 2026

## Legislative Agenda and Work Plan

### Agenda

- |  |                   |
|--|-------------------|
| <b>I. Introductions</b>  | <b>8:30 a.m.</b>  |
| <b>II. Goals for Study Session</b>   | <b>8:40 a.m.</b>  |
| Review, discuss, and align on the approach and implementation of the Legislative Agenda and the Work Plan. |                   |
| <b>III. Review Selected Council Norms</b>  | <b>8:45 a.m.</b>  |
| <b>IV. Work Plan &amp; Legislative Agenda</b>  | <b>9:15 a.m.</b>  |
| What is a work plan?   |                   |
| Prioritization Categories  |                   |
| Review Legislative Agenda  |                   |
| Highlights of the Departmental Work Plan   |                   |
| - <b>Public Comment</b>  |                   |
| <b>V. Goal Setting Brainstorm (April 2 Meeting)</b>  | <b>11:15 a.m.</b> |
| <b>VI. Adjourn</b>   | <b>11:45 a.m.</b> |

### Attachments:

- A. Gilroy City Council Norms
- B. Future Agenda Item Request (FAIR) Policy
- C. Prioritization Definitions
- D. Completed Legislative Agenda and Workplan Items
- E. City Council Legislative Agenda
- F. Departmental Work Plan

## **Gilroy City Council Norms**

### **1. Meetings Guidelines:**

- 1.1. Three (3) minutes per public comment per agenda item. Five (5) minutes for applicants, with two (2) minute rebuttal for applicant. City Clerk will provide a timer. Staff will make every effort to limit staff reports to five (5) minutes, with opportunity for staff to elaborate based on Council questions. While the Mayor has the discretion to uniformly adjust speaking time, it is the goal of the Council to identify at the beginning of the public comment period the number of speakers present and to set the following time limits per speaker applicable to items on or off the agenda, keeping in mind that public comments may also be submitted in writing (*see Norm #1.24*): Up to ten (10) speakers, three (3) minutes each; eleven to twenty (11-20) speakers, two (2) minutes each; over twenty (20) speakers, one (1) minute each.
- 1.2. Council is encouraged to email questions to staff prior to the meeting. This promotes clear, available and concise answers.
- 1.3. Prepare for meetings by reading meeting materials in advance.
- 1.4. Reveal information gained from contacts.
- 1.5. Stay focused on the present agenda item.
- 1.6. Council reports and presentations should be concise and efficient, with a goal of limiting presentation to three (3) minutes. Council reports are to be focused on the boards on which a Council Member sits. Only designated Council representatives shall report the action of any board.
- 1.7. Follow Robert's Rules of Order.
- 1.8. Start all meetings on time.
- 1.9. Direct questions on the agenda to the City Administrator or the Mayor.
- 1.10. Public inquiries at meetings will be responded to as directed by the Mayor.
- 1.11. When meeting with citizens and receiving information, Council should ask if staff has received and analyzed the new information.
- 1.12. When a Regular City Council meeting falls on a holiday, that meeting will be moved to the following Monday, with the exception of the single meeting in July which shall be held on the first day of the month not a holiday, Friday, Saturday or Sunday.
- 1.13. A single meeting will be held in the month of July.
- 1.14. Council Members are encouraged to attend all meetings of the Council and to set the same attendance example expected of those appointed by the Council to Boards and Commissions. If a Council Member is unable to attend a Council meeting, they will notify the Mayor or the City Administrator as soon as reasonably practicable.
- 1.15. If a Council Member abstains on an item, the Council Member must explain the reason for the abstention.
- 1.16. External communication by Council Members during meetings (whether through cell phones, laptops, or other devices) creates the perception that private communications are influencing the outcome of decisions. This contradicts Gilroy's Open Government Ordinance. If a Council Member must engage in external communication for personal purposes, the Council Member should excuse themselves from the meeting.
- 1.17. Council Members should not view or interact with social media during meetings.
- 1.18. During City Council meetings, the Mayor will summarize the thumbs up/down direction given for the record.

- 1.19. Meetings will end at 11:00 p.m. unless a majority of Council Members present vote to extend the meeting.
- 1.20. Action style minutes will be taken by the City Clerk for all City Council meetings.
- 1.21. Notes will be taken for all City Council study sessions and workshops.
- 1.22. No motion should be made until Public Comment has been closed and Council has had an opportunity to deliberate on the item.
- 1.23. Council Members must be in the queue prior to making a motion on an item.
- 1.24. Written material provided by public members for Council agenda item “public comment on items not on the agenda” will be limited to 10 pages in hard copy. An unlimited amount of electronic material may be provided.
- 1.25. Meetings will be held or adjourned in the name of or in memory of a person only if that person has accomplishments specific to Gilroy.

## **2. Adding Agenda Items:**

- 2.1. Any Council Member may propose an item for consideration as an agenda item for a future meeting by oral request during the portion of the Council meeting designated for Future Council Initiated Agenda Items. The Council will decide whether to agendize the item for a future Council meeting.

## **3. Council Interactions:**

- 3.1. Show respect for differences and community.
- 3.2. Respect the Open Government process and the majority vote of the Council. Open Government is about the process, not the outcome.
- 3.3. Avoid negative non-verbal, judgmental stances, and personal attacks.
- 3.4. Exercise respect for Council Members, staff, and the public.
- 3.5. Minimize redundancy.
- 3.6. Listen attentively.
- 3.7. Confirm information presented as a rumor.
- 3.8. Keep a positive tone and body language.
- 3.9. Follow the Brown Act, including social media communications restrictions.
- 3.10. Give personal feedback to staff and Council Members privately.
- 3.11. All quasi-judicial ex parte communications (as defined by Council Policy) or conflict of interests will be disclosed by each Council Member.
- 3.12. To respect the independence of our commissions, no Council Member may attempt to influence any commission or regularly attend commission meetings, except with respect to a matter that affects the Council Member individually. Regular attendance may be seen as intimidating or an attempt to use “command influence” even when such is not the Council Member’s intent. However, Council Members are encouraged to watch recorded Commission meetings.
- 3.13. If any Council Member chooses to speak before or to submit written comment to another elected body or Board of elected officials on any item for which they are not a Council-appointed representative or for which they are not speaking from an official position of the Council, such Council Member shall state that they are communicating as an individual constituent only and shall not reference “Gilroy City Council” or “City

Council Member” in any written or verbal communications except to identify themselves. Council Members shall be mindful that no matter how many hats they may wear, they are still perceived by the public as a Council Member.

#### 4. **Staff Relations:**

- 4.1. Council Members should be aware that staff responses to an individual Council Member’s questions may be forwarded to the entire Council.
- 4.2. Direct questions to the City Administrator and Department Heads. Project -related questions may be directed to the staff person working to the project. Responses may also be sent to all City Council Members.
- 4.3. City Attorney – maximum of one (1) hour of research for individual issues. If more time is needed, the majority of the Council must approve this extra time.
- 4.4. Forward any information to the City Administrator as necessary. Do not surprise the City Administrator or City Council with last-minute information.
- 4.5. The Council’s focus is policy. The staff focuses on professional execution and technical knowledge. Council Members shall not provide their own individual technical comments to City partners or other agencies (e.g. VTA, LAFCO, HSR, etc.), unless speaking solely as an individual constituent and not as a Council Member.
- 4.6. Show respect to staff.
- 4.7. Give as much lead-time as possible.
- 4.8. The City Clerk will attend all study sessions and workshops of the City Council.
- 4.9. Council Members, including the Mayor, do not have their own city staff. Council Members wishing to solicit their own volunteers should represent to the public that all oversight and decisions regarding such volunteer positions are at the sole discretion of that Council Member alone.
- 4.10. Council Members should not contact staff directly to attend or otherwise engage in events or causes of individual Council Members without the express permission of the City Administrator.

#### 5. **Council Communications:**

- 5.1. Be mindful of each other’s diversity.
- 5.2. Be supportive and positive with each other.
- 5.3. When sitting as a representative of the City on another body, represent the City’s position and seek Council input as necessary by request of future agenda item or asking the Mayor to agendize same.
- 5.4. Requests for proclamations should be addressed to the Mayor and the City Clerk.
- 5.5. Task Forces
  - 5.5.1. At the initial meeting, Council Member will be present and explain the Task Force’s goals and objectives. The Council Member will also explain that they are a recommendation body and the Council may revise their final actions.
  - 5.5.2. Staff will create a boiler plate document which will have the place for the goals and objectives of the Task Force, the norms of the group, and any other information Council and Staff feel is important.

- 5.6. Press Corrections
  - 5.6.1. If City Council sees first, communicate to the City Administrator. The City Administrator will then have staff issue a correction.
- 5.7. When a Council Member endorses a person/position/issue/etc. separate from a position endorsed by a vote of the City Council, it is a personal endorsement, and not a City endorsement. Any reference or use of the name “Gilroy City Council” in association with the individual should be changed to “Gilroy City Council Member”. If a Council Member wishes a City of Gilroy endorsement, they may request to place the issue on a future agenda. The Council will then decide whether to take action or not.
- 5.8. When a Council Member is identified as spokesperson, then only they speak on behalf of the City Council.
- 5.9. Legal communications should go through the Mayor or their designee, following legal review.
- 5.10. Emergency communications shall follow the Council Emergency Communication document adopted in 2020.
- 5.11. No Council Member shall communicate in a manner that appears to come from the City or city staff or the City Council, or in a manner that suggests a position associated with the City or with the knowledge of the City Council.
- 5.12. Council Member elected offices are nonpartisan. No Council Member shall refer to their city council elected position as being associated with a political party.
- 5.13. Repeated or serious violation of these norms can be addressed by the Council by censure of a Council Member, following notice and an opportunity to be heard. This document formally authorizes the censure remedy to the City Council and allows for the basic due process protections of notice and hearing.

**6. Council Travel and Training / Participation on Outside Boards and Memberships:**

- 6.1. Council Members will check with the full Council via request under Future Council Initiated Items when they wish to go to meetings outside “normal” (e.g., League, assigned outside organization meetings) travel and training and wish the City to pay for it, such as specialized training and/or meetings of participation groups. If approved for a future agenda, Council Members will submit a short, written explanation of the request to the city clerk prior to publication of the preliminary agenda.
- 6.2. If a Council Member wishes to apply to participate in an outside government organization that is not part of the current City Council Advisory Committees & Representatives list, the Council Member will let Council know through a future agenda item request. If approved, the Council Member will submit a short, written explanation of the request to the city clerk prior to publication of the preliminary agenda.
- 6.3. If the primary Council representative to an organization cannot attend, they will contact the alternate.
- 6.4. The alternate Council representative can attend the outside organization meeting, even if the primary is there, to gain experience and knowledge.

Adopted as Council Agreements: February 7, 2011

Revisions Approved: February 15, 2022

Adopted as Council Norms: February 28, 2022

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- 6.5. If a Council Member must cancel a hotel reservation/registration, or the like, the Council Member will pay all costs associated with that cancellation. The City Clerk will give Council Members the cancellation policy of the event/hotel/etc. in advance if possible.
- 6.6. Any payment for travel and meeting expenses of a Council Member, or reimbursement thereof, shall be in accordance with the City of Gilroy Travel and Meeting Expense Policy, last revised on 3/2/2020.

# **City of Gilroy**

## **City Council Future Agenda Item Policy**



**Adopted: March 4, 2024**

## **Purpose/Background**

The purpose of this policy is to establish procedural guidelines for the request of future Council-initiated agenda items.

## **Policy**

Future Council-Initiated Agenda Items present an opportunity for City Council Members to request agenda items within the subject matter jurisdiction of the City to be added to future Council meetings for discussion and potential action. Prior to this policy, Council initiated agenda items could be requested with a consensus of the Council without knowledge on the subject or the specific action being asked for before approving the item to be discussed. To aid in the determination of what items are appointed by Council to be discussed at future Council meetings, this policy establishes a set of information to be provided when asking for a future Council agenda item.

All conditions and criteria identified below must be met before a Council-initiated agenda item may be brought to the Council for consideration.

Items may be placed on the agenda by the Mayor, a majority of a quorum of the Council, or by the City Administrator.

For items to be added by a majority of a quorum of the Council, the council member(s) requesting to have an item added to a future agenda must submit a Future Agenda Item Request Memorandum (FAIR Memo).

## **Before Submitting a FAIR Memo**

Prior to preparing a FAIR Memo, Council Members will consult with the City Administrator to discuss the topic, to understand from an administrative and operational perspective the circumstances, planned activities, and other considerations regarding the matter before submitting the request. After the consultation, a FAIR Memo may be prepared and submitted to the City Administrator. Any FAIR Memo that is submitted without the prior consultation shall not be placed on an agenda until such consultation takes place.

## **Procedure to Submit and Process a FAIR Memo**

- Either an individual or group of two or three Councilmembers may prepare a brief FAIR Memo outlining a request to create a future agenda item for the Council to consider at an upcoming Council meeting.
- Councilmembers shall submit FAIR Memos directly to the City Administrator.
- Completed FAIR Memos shall be provided to the City Administrator by noon on the Tuesday prior to the Council meeting that the memo is intended to be agendaized, to provide time for the City Administrator and City Clerk to process for the Council packet.

- To avoid a Brown Act violation, FAIR Memos are not to be shared with Councilmembers outside of the group who authored a specific memorandum.
- FAIR Memos shall be structured as described below. FAIR Memos shall:
  - Not exceed two (2) pages.
  - Be focused on the need for a future agenda item without advocating for or against the merits of the agenda item being requested.
  - Contain a brief summary outlining the request and any relevant background information.
  - Contain a fiscal impact estimate.
  - Contain a staffing/labor impact estimate.
  - Include copies of any resolutions, proclamations, documents and other associated material that is to be considered as part of the proposed action.
- The City Administrator will review and determine the compliance of the FAIR Memo consistent with this policy and the Ralph M. Brown Act (open meetings law) or provide feedback to the authors.
- The City Administrator will schedule compliant FAIR Memos to be placed on a Council Meeting agenda within 30-45 days of the request. City staff shall prepare a brief staff report discussing initial thoughts and considerations about the item, and to address the fiscal and staff time impact estimates in the FAIR Memo. Maximum staff time spent on the FAIR Memo shall not exceed an hour.
- Compliant FAIR Memos will be included under the Future Council Initiated Agenda Items section of the Council meeting agenda, which shall be located towards the end of the agenda, immediately preceding the City Administrator's Report section. There, the City Council may give direction if the item is to be brought back on a future agenda meeting for discussion and potential action. Council may direct the City Administrator to agendize the matter for Council action at least two meetings out, allowing City staff sufficient time to conduct its analysis and prepare a staff report.
- FAIR Memos that are not compliant with this policy shall be returned to the submitting Council Member(s) with a description of precisely how the FAIR Memo does not comply with the policy.

## City Council Study Session

March 25, 2026

Legislative Agenda and Work Plan

### Priority Definitions

Priority 1 – High Priority – Really need to do. Ramifications if not undertaken.

Priority 2 – Medium Priority – Organizational benefit.

Priority 3 – Departmental Aspiration – Good business practice.

Priority 4 - Other

# Legislative Agenda and Department Workplans - FY26 and FY27

## Completed or Cancelled Tasks

	Department or Division	Project Name	Project Description	Completed or Cancelled	Legislative Agenda Item
1	Finance	Develop a Policy to Direct General Fund Annual Surplus Towards Park Infrastructure Investment	Council's workplan item to establish a separate reserve and related funding policy for recreation facilities. The workplan item was adjusted to expand and include a general Capital Infrastructure Reserve (CIR) and funding policy.	Completed	Yes
2	Community Development	Update Accessory Dwelling Unit Ordinance	Update the ADU ordinance to be consistent with State law.	Completed	Yes
3	Community Development	Develop Local Amendments and Findings for California Building and Fire Codes and Complete Code Adoption	Develop Local Amendments and Findings for California Building and Fire Codes and Complete Code Adoption.	Completed	No
4	Human Resources/Risk Management and Utilities	Update Job Descriptions for Utility Department Staff	The creation of the new Utilities Department required the addition of some new job classifications. The job descriptions for the new positions have been completed along with recruitments to fill the new positions.	Completed	No
5	Utilities	Re-establish chemical root control treatment	This program has been re-established and is no longer a priority.	Completed	No
6	Utilities	Re-start fire hydrant flushing program	The City has re-started the hydrant flushing program in conjunction with valve exercising to ensure the water system is able to meet the needs of the City.	Completed	No

## Legislative Agenda and Department Workplans - FY26 and FY27

### Completed or Cancelled Tasks

	Department or Division	Project Name	Project Description	Completed or Cancelled	Legislative Agenda Item
7	Finance	Implementation of GASB Statement. 101 - Compensated Absences	GASB 101 establishes a single, clearer model for accounting and financial reporting of compensated absences—such as vacation leave, sick leave (when it is paid out), and other paid time-off benefits earned by employees. City is required to implement accounting change as part of FY25 audited financials.	Completed	No
8	Finance	Transient Occupancy Tax Compliance Review	An audit of lodging operators' financial records to verify that the correct amount of TOT has been properly reported, collected from guests, and remitted to the City in accordance with the City's municipal code and TOT ordinance.	Completed	No
9	Finance/IT	Wi-Fi infrastructure migration to next generation technology	Technology upgrade to modernize wireless network infrastructure across all City facilities.	Completed	No
10	Human Resources and Administration	Economic Development Department Implementation and Hiring an Economic Development Director	Hire an Economic Development Director, and implement the new department and identify its strategic tasks to commence.	Completed	No
11	Economic Development	Community Event Subsidy Program	Establish guidelines and equitably accessible application, review, and fund distribution process.	Completed	No
12	Police	Increase Participation VIP Program for Spanish Speakers	Expand Volunteer in Policing (VIP) participation among Spanish-speaking residents to improve cultural representation, trust, and community-based crime prevention efforts.	Completed	No

# Legislative Agenda and Department Workplans - FY26 and FY27

## Completed or Cancelled Tasks

	Department or Division	Project Name	Project Description	Completed or Cancelled	Legislative Agenda Item
13	Community Development	Conduct Southern Gateway Clean-Up and Ongoing Monitoring	Dedicate code enforcement clean-up and blight removal, develop a project map, and coordinate with other departments.	Completed	No
14	Community Development	Implement Sites Inventory Monitoring	Develop a procedure to track sites inventory projected unit count and affordability level for both pipeline and opportunity sites, actual constructed units and affordability level, and net change between projected and actual. If there is a net loss in capacity, the City will identify alternative sites to accommodate the RHNA.	Completed	No
15	Community Development	Implement Pilot Below Market Rate (BMR) Preservation Program	Staff and BMR Program Administrator to monitor deed-restricted units that have the potential of converting to market rate and implement procedures to carry out the Pilot BMR Program to preserve at-risk units.	Completed	No
16	Community Development	Conduct Unhoused Population Education and Outreach in Collaboration with Public Agencies and Community-Based Organizations	Develop a program to educate the public on the unhoused population and homelessness through a variety of outreach methods, create a dedicated webpage with information on unhoused resources and efforts, and develop printed collateral for distribution at City Hall and by code enforcement officers in the field.	Completed	No

## Legislative Agenda and Department Workplans - FY26 and FY27

### Completed or Cancelled Tasks

	Department or Division	Project Name	Project Description	Completed or Cancelled	Legislative Agenda Item
17	Community Development	Pursue Proactive Actions to Encourage and Facilitate Housing for Farmworkers	Pursue a variety of proactive actions to encourage and facilitate development and conservation of farmworker housing, including coordination with nonprofit developers, service providers, employers, and other related organizations to explore funding and incentives and to identify specific development opportunities.	Completed	No
18	Police	Implement Next Generation 9-1-1	Upgrade the City's emergency communications infrastructure to a Next Generation 9-1-1 platform, allowing for enhanced functionality including text, image, video, and improved location data to improve emergency response and public safety outcomes. <b>California OES cancelled the Next Gen 911 system project and rollout.</b>	Cancelled	No

## City Council Legislative Agenda - FY26 and FY27

	Department or Division	Project Name	Project Description	Status	Mandated	Priority	Estimated Completion Date	Estimated Next Milestone Date	Next Milestone Description
1	Administration - Communication and Engagement Office	Communication and Support for District-Based Elections	Determining the amount and timing of any communications to be undertaken in support of district-based elections.	Staff time primarily, City Clerk's Office, Communications and Engagement Staff, IT GIS Support, Public Works for address support, and others as needed; potentially advertisement costs for public outreach material and postage.	Yes	1	11/7/2028	3/31/2026	Citywide postcard campaign and social media/Email Express campaign with a focus on districts.
2	Administration/ City Administrator's Office	Review the Council Policy on General Fund Investment in Recreation Services and Programs	Through the use of a consultant, conduct an assessment on the Recreation Division to address questions related to aquatics services, the General Fund contribution, user fees, and staffing, triggering the full assessment of the division.	Staff time and contract costs, which will be appropriated once the bids are received and an award is issued by the Council. Consultant's assessment will inform on many Council questions/concerns regarding Recreation, and information to consider for the General Fund investment policy.	No	2	6/30/2027	4/6/2026	Council action to award a consultant contract to conduct the study.
3	Administration & Community Development	Consideration of Revising the Tobacco Ordinance and a Moratorium on New Tobacco Retailers During Revision Process	Update the Zoning Ordinance and Tobacco Retailer Permit sections of the Gilroy City Code regarding regulating smoke shops and density of tobacco retailers allowed.	Developed and received Council adoption of an urgency interim ordinance to prohibit the issuance of any new tobacco retailer permits citywide. Currently drafting a potential zoning amendment and drafting an ordinance to amend the tobacco retailer permit section of the City Code.	No	2	6/15/2026	4/20/2026	Tobacco Retailer Permit Direction to Council (4/20/2026); Zoning Ordinance update to Planning Commission (5/7/2026).
4	Administration/ City Attorney	Review of Campaign Finance Laws/Contribution Limits and Enforcement Options	Provide information as requested by the City Council	Staff is reviewing information previously provided to Council from the City Attorney's Office to return to Council with a report.	No	3	5/4/2026	5/4/2026	Provide a report and receive any Council direction.
5	Administration - City Administrator's Office	Evaluate the Annexation of Gilroy Sports Park	City Administrator's Office to evaluate the annexation of the Gilroy Sports Park. If evaluation determines to proceed, direct Community Development Department to apply to LAFCO for annexation.	Staff time will be required from Administration to evaluate the annexation, and Community Development for completing the application if determination is to proceed.	No	3	6/30/2026	6/30/2026	City Administrator's Office determination if to proceed with annexation.
6	Community Development	Develop a City Policy on a Regional Approach to Housing/Unhoused Challenges	Develop a City policy for Council consideration regarding the City's efforts towards regional approaches to address housing and unhoused challenges.	Policy is currently being drafted for Council consideration.	No	2	10/31/2026	10/31/2026	Presentation of proposed policy to Council.
7	Community Development	Climate Action Plan	Develop and adopt a climate action plan to help implement the 2040 General Plan.	The project is underway with the consultant on board. The project includes both the CAP and the VMT/GHG Legislative Agenda item below.	Yes	1	6/30/2027	4/30/2026	Complete Community-Based Organizations and Technical Advisory Group Meetings.
8	Community Development	Develop Vehicle Miles Traveled (VMT) Policy and Transportation Demand Management (TDM) Measures	Develop a Citywide VMT Reduction Policy/TDM Guidelines and a GHG Reduction/Climate Action Plan will help the City implement the Gilroy 2040 General Plan and develop a detailed, strategic framework for measuring, planning, and reducing GHG emissions and addressing related climate vulnerabilities, including streamlining project review for applicants' CEQA compliance.	Staff time and additional funding for associated work were identified for these components of the larger project, in conjunction with the awarded Caltrans grant, to complete the project. The project is underway and simultaneous to, and interdependent with, the Climate Action Plan item above.	Yes	1	6/30/2027	4/30/2026	Complete Community-Based Organizations and Technical Advisory Group Meetings.
9	Community Development	Develop Affordable Housing Policy/Ordinance	Develop a policy and/or ordinance relating to affordable housing.	Staff has been participating in the development of a Regional Grand Nexus Study with the Santa Clara County Planning Collaborative to develop new affordable housing policies to be applied to new development.	Yes	1	3/31/2027	9/30/2026	Report and draft framework to the Council for direction.
10	Finance	Evaluate the City's Transient Occupancy Tax	Council's workplan item to review and adjust City's existing TOT rate, which is one of the lowest in the County, and pursue it as a ballot measure at the November 2026 ballot.	Drafting the staff report and related materials/resolutions calling the election and placing the initiative on the ballot. Coming before Council in April 2026.	No	1	6/30/2026	4/20/2026	Adoption of the resolution calling for the election and submitting to voters the ballot measure for TOT rate increase and related actions.

## City Council Legislative Agenda - FY26 and FY27

	Department or Division	Project Name	Project Description	Status	Mandated	Priority	Estimated Completion Date	Estimated Next Milestone Date	Next Milestone Description
11	Fire	Conduct Fire Service Evaluation	Complete a comprehensive Fire Service Evaluation to assess staffing levels, deployment models, response-time performance, station locations, Fire Apparatus work loads, and long-term capital and operational needs. The evaluation will provide a data-driven roadmap for future service delivery.	Scope clarification underway based on prior LAFCO recommendations and Council direction. Next step is Council review of scope and options; any further study remains unfunded pending policy direction.	No	2	6/30/2028	6/30/2027	Present scope, background, and options for the Fire Service Evaluation to City Council for policy direction on whether to proceed with a staff-led assessment and/or consultant-supported study.
12	Police	Police Department Service Level Evaluation and Strategic Plan	Conduct a comprehensive three-year strategic plan and operational needs assessment to evaluate staffing levels, patrol deployment, beat structure, workload demands, future service expectations, and current and future facility needs, capacity, and infrastructure requirements assessment.	Consultant support (CA POST) for staffing study, TBW (Team Building Workshop), data analysis tools, and leadership facilitation time.	No	2	12/31/2028	3/5/2026	Department Team Building Workshop will be completed on 3/5/26. Next milestone - POST Staffing Studying and target study completion by Q4 2027.
13	Public Works	Beautification Efforts for Gilroy Gateways - Highway 101 and Monterey	This action would beautify the cloverleaf area at the 101/Monterey Road South interchange with median enhancements extending to the Sports Park entrance.	No work has commenced to date. Confirmation of scope and funding of conceptual design needed.	No	2	7/31/2028	10/31/2026	Report to Council to receive more specific direction and funding identification.
14	Public Works	Highway Cloverleaves/Interchange Maintenance Responsibility	Hwy 101 cloverleaves are currently maintained by Caltrans. The City Council indicated an interest in assuming maintenance responsibilities in an effort to improve these gateway locations.	No work has commenced to date. No discussions with Caltrans has commenced. Staff will be seeking confirmation of continued interest in taking on additional maintenance obligations and liability.	No	2	1/1/2028	10/31/2026	Council agenda item to seek further direction on this task.
15	Public Works	Update the Parks and Trails Master Plan	This project will develop a Parks and Recreational Trails Master Plan to guide City staff on the life cycle, needs, and replacements for Parks facilities.	Funding for a consultant and public outreach is committed.	No	2	2/28/2028	6/15/2026	Award of contract for consultant services.
16	Pubic Works	Downtown/ Rule 20A Undergrounding	This project will underground a total of five poles and associated overhead utilities along Monterey Street between 8th and 10th Street utilizing banked PG&E Rule 20A credits.	The City adopted a Utilities Undergrounding District which preserves current Rule 20A credits. Rule 20A program is being phased out and no new credits are being earned by cities. Credits typically equal approximately 50 cents on the dollar. Additional City funding will likely be required to implement.	No	2	12/30/2032	7/1/2026	Meet with PG&E Rule 20A staff to confirm 20A credit balance and process to move forward with the City undergrounding project.

## Department Workplans - FY26 and FY27

	Department or Division	Project Name	Project Description	Status	Mandated	Priority	Estimated Completion Date	Estimated Next Milestone Date	Next Milestone Description
1	Public Works	Develop Track 2 Program to Meet State Trash Stormwater Requirements	Develop, implement, and manage the City's compliance program for the Statewide Trash Amendments under the municipal stormwater (MS4) permit.	Staff is proceeding with small trash capture devices to meet December 2026 requirement. Concurrently staff will working to hire a consultant to assist in developing a Track 2 path for the remaining State mandates.	Yes	1	12/2/2030	7/31/2027	Return to City Council with recommended Track 2 plan for full compliance.
2	Administration - City Clerk	Implement District-Based Elections	Working with the County Registrar of Voters to complete implementation steps for district voting.	Staff Time and GIS Support.	Yes	1	11/7/2028	3/31/2026	Citywide postcard campaign and social media/Email Express campaign with a focus on districts.
3	Fire	Work with the Santa Clara County Fire Department to update Service Agreement	Conduct a comprehensive review and update of the existing automatic/mutual aid and boundary-drop service agreement with County Fire. The update will improve response efficiency, incorporate AVL-based closest-unit dispatch, clarify cost-sharing, and modernize operational expectations.	Draft agreement is under review by Santa Clara County legal. Timeline remains dependent on external legal feedback; staff will continue coordination and revisions once comments are received.	Yes	1	7/1/2028	6/30/2026	Receive Santa Clara County legal comments and complete Gilroy revisions to the draft service agreement.
4	New Public Works	Complete Regulatory Sign Assessment Project	The last street and regulatory sign inventory was completed in the spring of 2018. Staff intends to initiate work on updating the comprehensive regulatory sign assessment and replacement program. There are new requirements for regulatory signs, including retroreflectivity.	Staff will be seeking funding in the next biennial budget for this project.	Yes	1	6/30/2028	6/30/2027	Secure funding for study in Biennial Budget.
5	Finance/IT	Migration of City's domain to Gilroy.gov	Transition the City's official website and related digital services to a verified .gov domain through the federal DotGov Program administered by the Cybersecurity and Infrastructure Security Agency and the General Services Administration.	The City has secured the Gilroy.gov domain. The project is planned to commence in FY27.	Yes	1	6/30/2028	1/1/2027	Commencement of the project in Q3 of FY27.
6	Community Development	Update Zoning Code and Zoning Map (including noise impacting residential properties and drive-throughs near residential areas)	Update the Zoning Code to be consistent with the General Plan, and include noise impacting residential properties and drive-through residential areas, and State mandates.	Staff is currently preparing the potential scope of work for the procurement of consultant services.	Yes	1	12/31/2027	9/30/2026	Consultant on board.
7	Community Development, Public Works, and Finance	Conduct Focused and Citywide Fee Studies	A focused fee study will be conducted for Community Development and Public Works, as well as provide the next update on the citywide user fee study.	Community Development's fee study is underway. The other two are in the scope of work/RFP process.	No	1	7/1/2027	12/31/2026	Completion of the project (CDD) (12/31/26); Develop scope and hire a consultant to prepare studies (PW) (7/1/26); Conduct an RFP to select a consultant to conduct the user fee study (Finance) (6/30/26).
8	Administration/ Communications and Engagement	Enhance Website Accuracy and Usability	Review the City's webpages for accuracy and search engine optimization, commencing with the most regularly accessed pages, and as other pages are updated or added to the site.	This is an internal staff project, and no outside resources are anticipated. The project is already underway.	No	1	6/30/2027	7/31/2026	Commencement of new trainings and update requests.
9	Public Works	Complete the Update to the Traffic Circulation Master Plan, nexus study and Update of Transportation Impact Fee(s)	The TCMP update will include an evaluation of recommended transportation improvement projects based on the City of Gilroy 2040 General Plan and 2050 Travel Demand Model. The project also includes preparation of a Traffic Impact Fee (TIF) Study to develop an updated Traffic Impact Fee Program that complies with California Government Code Section 66000 et seq. (i.e., the Mitigation Fee Act), also known as AB 1600.	Consultant work has commenced.	No	1	3/30/2027	6/30/2026	Complete draft traffic circulation master plan.

## Department Workplans - FY26 and FY27

Department or Division		Project Name	Project Description	Status	Mandated	Priority	Estimated Completion Date	Estimated Next Milestone Date	Next Milestone Description
10	New Public Works	School Zone Speed Limit Reduction Project	The City is planning to reduce speed limits in school zones from 25 MPH to 15 or 20 MPH per AB 382.	City staff is preparing an Ordinance which is required to proceed with the speed limit reductions. Staff is initiating evaluation of all public schools. Staff will present a Resolution to the City Council recommending speed limits for streets within school zones. Installation of new signage is estimated to be completed Citywide by 12/31/2026.	No	1	12/31/2026	4/20/2026	Introduce ordinance providing for the City to establish lower speed limits in school zones without speed surveys.
11	New Economic Development	Surplus Land Act Notice of Availability and Good Faith Negotiation Process for 4 City Owned Real Properties	Properties were formally declared surplus and Notice of Availability was issued on 12/1/2025. Two entities submitted notices of interest within the statutory timeframe. The good-faith negotiation period is required to determine whether mutually acceptable terms can be reached. Coordinating with Community Development.	- If Council advances: funds for RE consultant/services needed for appraisal(s) and DDA work.  - If Council does not advance: no additional resources needed specific to this process (see SLA Strategy item).	Yes	1	7/31/2026	5/4/2026	Proposals to be reviewed in 5/4/2026 Council meeting closed session.
12	Human Resources/Risk Management	Complete Labor Agreements with AFSCME, Local 101 and Gilroy Fire, IAFF, Local 2805	Work on these labor negotiations will begin in early 2026 with a goal to be concluded on or before 6/30/26 when current MOUs expire.	Have legal and technical resources available.	Yes	1	6/30/2026	4/30/2026	Begin the official negotiations process.
13	New Finance/IT	SB707 - Teleconferencing Capabilities	Procure and implement technology to comply with the recently enacted SB707 to provide teleconferencing capabilities for Council meeting.	IT team has procured the necessary equipment and professional installation services and work is scheduled to be completed in the Chambers by end of March, followed by testing and completion by end of April 2026.	Yes	1	6/30/2026	4/30/2026	Installation and testing of the procured equipment in the Council chamber's A/V room.
14	Public Works	Civic Center Master Plan	The Civic Center Master Plan will examine the City facilities within the City Hall complex area, to determine their remaining useful life, identify replacement costs, and identify a phasing plan for implementation.	City Council is scheduled to review the recommended Civic Center Master Plan in late Spring/early Summer 2026 and vote to adopt or reject. If adopted, support from the Finance Department, and the City's financial advisors, will be needed to help determine best financing path for the development.	No	1	6/1/2026	5/1/2026	Address public comment on EIR and finalize Master Plan.
15	Community Development	Partner with Santa Clara County and Housing Authority on 8th and Alexander Affordable Housing Development	Continue partnership with Santa Clara County Office of Supportive Housing regarding development of affordable housing at the property at 8th and Alexander, including conducting community engagement and working on the City's procedures and priorities for the site.	Staff will develop the structure for the project and procedures, as well as assist in community outreach and project planning. Staff has been working with Santa Clara County on this project, including monthly meetings.	No	2	12/31/2030	11/30/2026	Completion of community outreach.
16	Fire	Evaluate Options for Emergency Medical Dispatching (EMD)	Evaluate and determine the most effective and sustainable model for Emergency Medical Dispatch (EMD) for the City of Gilroy, including assessment of internal vs. contract EMD, CAD interoperability, medical protocols, and alignment with Santa Clara County EMS System requirements.	County EMD cost and service model under review. Staff is evaluating operational, financial, and integration impacts, including FY27 budget needs; any alternative model would require future direction and funding.	Yes	2	7/1/2028	4/20/2026	Fire looking for budget amendment for County EMD services for FY27.
17	New Economic Development	South County Workforce Development Collaborative	Build a coordinated South County workforce ecosystem that aligns education, industry, and community partners to create clear, equitable Career Technical Education (CTE) pathways for high school students and accessible livable-wage career pipelines for young adults (18+) in South County (Gilroy, San Martin, Morgan Hill). Focus: industries with strong local demand, upward mobility, and regional investment.	Status: Underway; staff joined for 2nd meeting (planning stage).  Resource Needs: Potential need for additional funds to leverage professional service agreements with private sector partners for program development or expansion.	No	2	6/30/2028	6/30/2026	Asset mapping completed; initial program(s)/project(s) identified.
18	Community Development	Create Density Bonus Implementation Procedures	Amend the Density Bonus ordinance to add implementing procedures such as application and review requirements and decision-making criteria.	Staff is currently preparing the potential scope of work for the procurement of consultant services.	Yes	2	12/31/2027	9/30/2026	Consultant on board.

## Department Workplans - FY26 and FY27

19	Community Development	Develop ADU Awareness/Marketing Program and Possible Grants	Develop ADU awareness/marketing program and possible grants to encourage more ADU production.	The ADU ordinance update has been completed. Staff has developed ADU resources, including websites.	No	2	12/31/2027	12/31/2026	ADU workshop in 2026.
20	Finance/IT	Develop a GIS Program Roadmap/Strategic Plan	Develop a strategic roadmap to guide the growth and governance of the City's Geographic Information Systems (GIS) program.	Staff to develop the RFP with departmental input to define the scope based on the needs.	No	2	12/31/2027	9/30/2026	Conduct an RFP to select a consultant to assist with development of the plan.
21	Economic Development	Business Attraction, Retention and Expansion Program Development	Develop approaches, programs, and strategic partnerships to enhance Business Attraction, Retention and Expansion (BARE); develop outreach and marketing collateral and build out additional online resources. Work with Community Development on time-cost-certainty incentives.	Research underway; linked in part to economic development strategic plan data update and plan analysis.	No	2	7/1/2027	6/30/2027	Completion of the EPS Economic Data Report linked to the 2019 Economic Development Strategy Plan data update.
22	Community Development	Prepare Historic Resources Inventory Update	Update the Historic Resources Inventory to help with CEQA review by identifying, evaluating, and protecting buildings, structures, districts, sites, and objects significant to Gilroy's cultural heritage. It will also assist in expediting the Mills Act Application review process.	Staff is gathering available data and will evaluate it to prepare the update.	No	2	6/30/2027	12/31/2026	Review currently available historic data in compliance with California Office of Historic Preservation recommendations.
23	Community Development	Research Options for Code Enforcement Staffing/Resources	Evaluate options and funding scenarios for code enforcement staffing and resources for ongoing service enhancements.	Staff will research options for code enforcement staffing and resources for various levels of service and delivery models, and then present the options to Council.	No	2	6/30/2027	3/31/2027	Presentation of options to Council.
24	Community Development	Evaluate Staffing/Resource Needs and Service Delivery Model for Development Services	Review operations and staffing to evaluate service delivery models and enhance customer service and efficiency, with a special focus on plan review functions.	Staff will research service delivery models and develop recommendations.	No	2	6/30/2027	3/31/2027	Presentation of options to Council.
25	Human Resources/Risk Management	Update the City's Employer-Employee Relations Resolution to Incorporate New State Laws	Align city resolution with state law.	No additional resources needed.	No	2	6/30/2027	6/30/2026	Introducing item through upcoming negotiations process.
26	Human Resources/Risk Management	Update Human Resources Rules and Regulations	Complete legal and organizational updates to the Human Resources Rules and Regulations.	No additional resources needed. Legal review has been completed. Internal review in process.	No	2	6/30/2027	6/30/2026	Introducing item through upcoming labor negotiations process.
27	Finance	Financial Transparency Portal	Staff workplan item to review and implement a better, streamlined method of providing budget/financial information/updates.	Staff are actively evaluating current ERP's offering, then will evaluate third-party solutions available that meet the City's needs.	No	2	6/30/2027	7/30/2026	Evaluate and identify the best available option within or integrating with the existing ERP system.
28	Finance/IT	Upgrade of Production Storage System Equipment	Upgrade the City's primary production data storage infrastructure to replace aging equipment and improve system performance, reliability, security, and capacity.	Project budgeted in FY27 and will be commenced after July 1. It will include identifying the storage systems to be upgraded followed by procurement and installation.	No	2	6/30/2027	7/1/2026	Commencement of the project in Q1 of FY27 as budgeted.
29	Economic Development	Visit Gilroy Tourism Business Improvement District and Welcome Center Contract	TBID expires 12/31/2027; renewal process to be heard by Council before July. Working with Finance on the assessment components.  Welcome Center contract expires 6/30/2027.	TBID petition and resolution of intention underway. Welcome Center contract renewal not started.	No	2	6/30/2027	6/15/2026	Revised scope of work confirmed.
30	Community Development	Update Neighborhood District Policy	Revise the Neighborhood District Policy so that the City does not rely on the Residential Development Ordinance (RDO) and is consistent with Neighborhood District target densities in the 2040 General Plan. The Policy will also implement affordable housing standards adopted by the City, including levels and terms of affordability.	Staff has been participating in the development of a Regional Grand Nexus Study with the Santa Clara County Planning Collaborative to develop new affordable housing policies to be applied to new development.	Yes	2	3/31/2027	9/30/2026	Report and draft framework to the Council for direction.

## Department Workplans - FY26 and FY27

	Department or Division	Project Name	Project Description	Status	Mandated	Priority	Estimated Completion Date	Estimated Next Milestone Date	Next Milestone Description
31	Community Development	Procure and Implement New Software for Integrated Environmental Health Inspection and Compliance	Purchase and implement a new software update with enhancements for fire and hazardous materials inspections, the CUPA program, and integration with the City's GIS, land management, and financial enterprise systems.	The contract has been awarded. Significant staff time in Fire Inspection, Hazardous Materials, and Pre-Treatment Division, as well as CDD Administration, Finance, and IT will be needed to implement the software update, in addition to the software platform's implementation team.	No	2	12/31/2026	4/30/2026	Implementation Team kickoff meeting.
32	New Economic Development	Special Event Ordinance, Event Guidelines and Administrative Policies	Update the Ordinance and establish guidelines and/or administrative policies to stabilize costs/fiscal impacts; updated applicaiton and review process for consistency and clarity; review fee assessment. This is a multi-departmental effort (Public Works, Parks, Police, Fire, Community Development) coordinated through Economic Development.	Underway.	No	2	12/31/2026	6/1/2026	Special Event Working Group set routes for races/parades, and off-limits city streets. special evetn staffing matrix and confirmation of processes for charging for cost of services.
33	New Public Works	Create Comprehensive Vehicle Replacement Schedule	This project includes the development of a vehicle replacement program that tracks vehicle maintenance records, mileage and assist with establishing vehicle and large equipment lifecycle.	Staff has identified a program and will be seeking funding from the City Council to purchase the software and program implementation and management. Staff will be gathering data on fleet and large equipment to expedite effort.	No	2	12/31/2026	7/1/2026	Obtain funding and acquire software.
34	Finance/IT	Internet Redundancy Implementation	Staff workplan item to secure backup internet service to provide redundancy, as the City has transitioned to cloud-hosted systems that rely heavily on the internet.	Staff has identified a backup internet service provider that relies on a separate fiber network from the City's primary internet provider's fiber network. Next step is to procure the equipment and professional services to configure the network.	No	2	12/31/2026	9/30/2026	Equipment procurement, and professional services consultant selection for advanced network configuration.
35	New Economic Development / Police	Update Food Truck Ordinance; Update or Establish Administrative Policies and Processes	Study session to review pilot program and get feedback for ordinance revision. Update the Ordinance, establish permit processing procedures, and guidelines and/or administrative policies. May = study session; August = draft ordinance; September = ordinance adoption. This is a multi-departmental effort coordinated by ED.	Underway. Cross-departmental effort requiring staff time/coordination with PD, ED, and potentially PW and CD.	No	2	11/1/2026	5/18/2026	Council study session.
36	New Administration/ City Administrator's Office	Consolidate Leases and Partner Agreements	Review lease agreements assigned for compliance, operational streamlining, and alignment with City goals. Many operating on month-to-month leases overseen by multiple departments. Need process and oversight streamlining. Consider a nonprofit subsidy rate. Primary lease managers: Finance and Facilities.	May be consolidated into new Assistant City Administrator role. Potential resource needs include funds for real estate consulting services to assess fair market value, rent terms, etc.	No	2	9/1/2026	None identified.	Not applicable.
37	Administration/ City Administrator's Office	Customer Service Enhancements (Service Level Expectations - GilroyConnect)	Develop expected timeframes for meeting service requests from GilroyConnect (SeeClickFix).	Staff time only.	No	2	8/31/2026	5/1/2026	Economic Data updated provided by EPS, including targeted industries to focus upon.
38	Economic Development	Chamber of Commerce Contract	Renegotiate and develop new scope of work (contract expires 6/30/2027). Contract currently reimbursement based for tangible items; potentially move to include more specific small business and workforce development programs.	None for remainder of current contract. Potential need for additional funding for new program development for next phase professional service agreement (est. +/- \$50k in addition to current contract amount).	No	2	8/31/2026	5/1/2026	Commence contract discussions with the Chamber.
39	Community Development	Create and Implement Downtown Plywood Storefront Ordinance	Create an ordinance incorporating the Downtown Committee's recommendations as well as stakeholder input, for managing plywood-covered storefronts in downtown.	Staff will hold an in-person and virtual property and business owner's meeting to receive input and feedback on the potential regulation options. Upon completion of the input meeting, staff will prepare the terms of a draft ordinance for Council direction.	No	2	7/31/2026	5/31/2026	Convene a stakeholder meeting.

## Department Workplans - FY26 and FY27

Department or Division	Project Name	Project Description	Status	Mandated	Priority	Estimated Completion Date	Estimated Next Milestone Date	Next Milestone Description	
40	Community Development	Create and Implement Downtown Vacancy Ordinance	Create a vacancy ordinance for downtown incorporating the Downtown Committee's recommendations as well as stakeholder input.	This task will run concurrently with the Plywood ordinance item above. Staff will hold an in-person and virtual meeting with property and business owners to receive input and feedback on potential regulatory options. Upon completion of the input meeting, staff will prepare the terms of a draft ordinance for Council direction.	No	2	7/31/2026	5/31/2026	Convene a stakeholder meeting.
41	New Economic Development	Economic Development Strategic Plan Data Update and 2019 Plan Analysis	Working with EPS (2019 Place Based Economic Development Strategic Plan authors) to update data. Staff to review and identify potential updates to the strat plan for current market relevancy and to identify areas needing deeper research.	Status: underway. Interim informaiton under review; final information expected by May.  Resource Needs: None for this phase.	No	2	6/30/2026	5/1/2026	EPS updates/report completed.
42	Utilities	Develop a Comprehensive Citywide Sewer Line Flushing Program	The City's network of sewer collection lines requires periodic flushing to prevent blockages and ensure wastewater is safely and efficiently moved to the Treatment Plant. This project is to establish a flushing program, in the form of a written standard operating procedure, that meets industry standards and the City's specific needs. It will involve a systematic approach to flushing lines on an annual basis with focus on problem areas.	Currently, flushing is a regular maintenance activity for the sewer crews. A City-wide approach is being used with an understanding that certain areas of town, like the downtown, need more attention. This method is working, however, a formal standard operating procedure should be established.	No	2	6/30/2026		The flushing program has been established. A formal Standard Operating Procedure will be adopted by the Department by June 30, 2026.
43	Finance	Implement Utility Customer Water Usage Reports and Portal	An online customer platform that allows customers to monitor water usage, manage accounts, and access conservation information in real time.	The portal is configured and is undergoing user acceptance testing, followed by additional staff training in April, prior to going live.	No	2	6/30/2026	5/1/2026	Go-live is currently scheduled for May 1, 2026.
44	Economic Development	Gilroy Entrepreneur Encouragement Program	Develop a Gilroy Entrepreneur Encouragement program with resources and links to sources of expertise for Gilroy residents seeking to open a Gilroy based business.	Not Started. Resource needs include a program operating budget, seed funding for startup grants, funds to support mar-comm and other consulting needs if in-kind support not available. Dedicated staff person (0.5 FTE) would be ideal, or could contract this service out. Would require cross departmental coordination.	No	3	6/30/2027	5/31/2026	Review of final strategic plan data update and plan analysis report and recommendations.
45	Community Development & Public Works	Prepare Station Area Visioning Study and Develop Station Area Plan in Collaboration with California High Speed Rail Authority and Valley Transportation Authority	Participate with the California High Speed Rail Authority and Valley Transportation Authority so that the Station Area Plan includes development of access improvement strategies, economic development strategies, historic resource preservation, displacement mitigation strategies, and placemaking with the area associated with the High Speed Rail Station.	The Station Area Visioning Study was completed in 2025. Staff is coordinating with VTA and High Speed Rail Authority on this project.	No	3	12/31/2028	11/30/2026	Identify the background conditions of the station area.
46	Police	Evaluate Options for Emergency Medical Dispatch	Assess the feasibility, service demand, cost, and operational impact of implementing Emergency Medical Dispatch (EMD) protocols to improve pre-arrival medical care and coordination with fire and EMS services.	Consultant evaluation, potential dispatcher certification training, medical oversight agreement, and future staffing implications.	No	3	7/1/2028	10/31/2026	Fire looking for budget amendment for County EMD services for FY27.

## Department Workplans - FY26 and FY27

Department or Division	Project Name	Project Description	Status	Mandated	Priority	Estimated Completion Date	Estimated Next Milestone Date	Next Milestone Description	
47	Utilities	Video Monitoring of Sewer Lines City-wide	One of the most important proactive maintenance measures is to regularly video sewer lines. This allows crews to get a close-up view and identify problem areas before they become a problem. The City has a mobile video set-up for this purpose but lacks the dedicated personnel to regularly monitor the lines. This project is to establish a video monitoring program that focuses on critical sewer lines but also addresses lines throughout the City.	The City has a mobile video set-up for this purpose but lacks the dedicated personnel to regularly monitor the sewer lines. Crews are using the available manpower instead to maintain the flushing program. The video equipment is now used only for specialized needs. Staff is investigating the use of a private vendor to monitor lines until the program is fully implemented.	No	3	7/1/2028	6/30/2027	Procure a private vendor to video key sewer mains in the downtown area.
48	Police	Community Crime Prevention Partnership Initiative	Strengthen community-based crime prevention efforts by expanding and enhancing partnerships between the Police Department and residents through increased engagement, with a focus on improving communication, awareness, and shared responsibility for public safety.	Neighborhood Resource Unit (NRU), Community Engagement Team (CET), Community Service Officers (CSOs), Neighborhood Watch Program (NWP), outreach materials, and community meeting support.	No	3	6/30/2028	6/30/2027	Council approval for budget appropriation for additional personnel to reestablish the Neighborhood Resources Unit.
49	Utilities	Develop Manhole Rehabilitation Program	The City's sewer collection system includes manholes which are critical to the overall maintenance and operation of the pipe system. Many of the manholes are old and in some manner of disrepair. The proposed rehabilitation program involves identifying and prioritizing manholes that need attention and then establishing a budget and schedule for rehabilitation. The rehabilitation could involve a variety of efforts from minor modifications to inlets and outlets to re-construction.	Currently, crews are identifying problems observed in manholes and when able to, are returning to make repairs. A standard procedure has not yet been established for logging and prioritizing the repairs.	No	3	6/30/2028	10/1/2026	A Standard Operating Procedure (SOP) for identifying and logging repair needs in manholes will be adopted by the Department by October 1, 2026.
50	Community Development	Update Mobile Home Rent Stabilization Ordinance	Update the Mobile Home Rent Stabilization Ordinance to ensure that the policy continues to protect residents and owners, reflects current legal requirements, avoids legal challenges due to outdated or conflicting language, and supports the long-term stability of mobile home communities.	Staff will develop a draft ordinance, with City Attorney's Office review.	No	3	12/31/2027	6/30/2027	Complete draft ordinance.
51	New Public Works	Multimodal Planning	Safe Routes to School, transportation around schools, Speed Limit Adjustments etc.	Work has not yet started as this is a newly identified task.	No	3	12/31/2027	8/31/2026	Kickoff meeting with associated divisions to scope and schedule the project.
52	New Economic Development	Downtown Community Benefit District Formation Process	Initiate the Downtown Community Benefit District formation: create downtown property owners/business stakeholder committee to assess feasibility. As support builds, engage a consultant to prepare the Management Action Plan, assessment methodology, and required engineer's report to move the district toward formal establishment.	Status: meetings were held last in 2022. Will need to re-engage stakeholders and define area for the PBID work.  Resource Needs: Funds for an assessment formation/assessment engineer firm.	No	3	10/31/2027	10/31/2026	Initial stakeholder meeting(s) completed; process roadmap and timelines identified.
53	Finance	Business License Program Review	An evaluation of the City's business licensing program to assess ordinance structure, administrative processes, and compliance practices, and possible fee structure.	Staff to develop an RFP and solicit proposals.	No	3	9/30/2027	9/30/2026	Conduct an RFP to select a consultant or firm to conduct the study/ review.

## Department Workplans - FY26 and FY27

Department or Division	Project Name	Project Description	Status	Mandated	Priority	Estimated Completion Date	Estimated Next Milestone Date	Next Milestone Description	
54	Police	Real-Time Information Center (RTIC) Development Initiative	Seek and secure funding sources to develop a centralized Real-Time Information Center (RTIC) to improve data-driven policing, investigative efficiency, and real-time situational awareness.	Research buildout, IT infrastructure, integrated software platforms, grant funding, and dedicated analytical staffing.	No	3	9/1/2027	6/30/2026	Projected go-live in June 2026 to align with the launch of the DFR pilot program. By that time, we will have identified funding sources and initiated the buildout of the Real Time Information Center (RTIC), as both efforts are designed to operate in tandem.
55	Police	Drone as First Responder Pilot Program	Implement a Drone as First Responder (DFR) pilot program to provide real-time aerial situational awareness for high-priority calls, improving officer safety, response effectiveness, and incident outcomes.	BRINC pilot program support, FAA compliance, trained pilots, drone hardware, software integration, and policy development.	No	3	9/1/2027	6/30/2026	The DFR pilot program is projected to go live in June 2026, with the no-cost trial period concluding in June 2027. During this period, the City will identify funding sources and seek Council approval for ongoing annual subscription costs. The DFR and Real Time Information Center (RTIC) are designed to operate together as integrated, complementary systems.
56	New Economic Development with Community Development	Surplus Land Act Strategy Development	Review all assets and develop an operational strategy in compliance with the Surplus Land Act that supports community and economic development goals, streamlines surplus determinations, standardizes NOA and informs negotiation procedures, and positions City-owned properties for timely, strategic disposition.	Not started. Potential funding need for consultant work.	No	3	7/1/2027	None identified.	Not Applicable
57	New Economic Development and Community Development	Roadmap for Gilroy Outlet Mall Revitalization	Develop a strategic roadmap for the revitalization of the Gilroy Outlet Mall by coordinating closely with the Community Development Department and engaging Simon Properties to define a shared vision. This effort will outline redevelopment opportunities, identify constraints, and establish a clear pathway—policy, operational, and investment—needed to guide long-term revitalization of the center.	Status: not started.  Resource Needs: none anticipated.	No	3	6/30/2027	8/31/2026	Identify key Simon players; reestablish Simon relationships
58	Community Development & Economic Development	Develop Framework and Strategies for City-Owned Assets to Establish Funding or Programming for Housing-Related Needs	Obtain Council direction regarding potential use of property or money from surplus properties, and implement direction received.	Staff is coordinating efforts to develop the framework and possible strategies for Council to consider and guide the use of surplus properties and assets.	No	3	6/30/2027	3/31/2027	Develop and present draft policy points to Council for direction.
59	Community Development	Conduct Senior Housing Parking Study	Conduct a study to determine if reduced parking standards for senior housing are appropriate in Gilroy.	Staff will evaluate current parking standards, compare against best practices and trends in senior housing parking, and may recommend updating the zoning requirements.	No	3	6/30/2027	6/30/2027	Completion of the study.
60	Community Development & Economic Development	Create and Maintain Citywide Database of Vacant and Underutilized Industrial and Commercial Sites	Develop and maintain a citywide database of vacant and underutilized sites to monitor the city's growth and change.	Staff is working to develop a scope of work and a common understanding of underutilized properties, in collaboration with Economic Development, to create the database and how it would be utilized.	No	3	6/30/2027	12/31/2026	Develop a scope of work in collaboration with Economic Development.

## Department Workplans - FY26 and FY27

	Department or Division	Project Name	Project Description	Status	Mandated	Priority	Estimated Completion Date	Estimated Next Milestone Date	Next Milestone Description
61	Community Development	Identify, Monitor, and Preserve At-Risk Units	The City and BMR Program Administrator will provide for regular monitoring of deed-restricted units that have the potential of converting to market rate. In order to proactively address units at-risk of conversion, the City will develop a program to partner with non-profit housing providers and develop a preservation strategy. This strategy will at least include annual contact with property owners of affordable units, identification of funds to purchase and preserve affordable units, noticing of tenants and technical assistance with applications for funds.	Staff will coordinate with non-profit housing providers to gather input into the development of the preservation strategy.	No	3	6/30/2027	7/1/2026	Approval of a BMR Program Administrator Contract; Completion Date is the anticipated adoption of the preservation strategy, then this task becomes an ongoing process.
62	Community Development	Create Displacement Prevention Policy	Organize a focus group of organizations with experience in displacement prevention policies, complete an analysis of best practices in jurisdictions similar to Gilroy, and adopt a displacement prevention policy.	Staff has been participating in a regional collaborative group focused on anti-displacement and tenant protection, and will be convening the focus group to complete the analysis.	No	3	6/30/2027	5/31/2026	Conduct a displacement prevention workshop.
63 Added	Community Development	Evaluate the Creamery Property and Prepare for Potential Disposition	Conduct research of the Creamery building and property, obtain appraisal, coordinate with Economic Development on completing the Surplus Land Act process, evaluate property disposition with Council, place property on the market, and complete purchase and sale agreement (depending upon Council direction), and any closeout reporting.	Staff is currently researching the property to ensure disposition is conducted properly. Staff has reached out to an appraisal firm. Final preparations for disposal may take significant time due to the timeframes required under the Surplus Land Act.	No	3	6/30/2027	4/30/2026	Complete appraisal.
64 Added	Community Development	Evaluate the Cherry Blossom Apartments Mixed-Use Property and Prepare for Potential Disposition	Conduct comprehensive research and complete tenant occupancy matters and evaluation of the administrative and legal conditions of the property. Obtain appraisal, evaluate property disposition with Council, place property on the market, and complete purchase and sale agreement (depending upon Council direction), and any closeout reporting.	Staff has completed research, resolved tenant occupancy matters including leases, cleared items on the property title, reviewed the administrative and legal conditions of the property, and obtained an appraisal. Staff will draft the memo to list the property for sale.	No	3	6/30/2027	6/30/2026	Draft offering memo to list the property for sale.
65 New	Public Works, Public Utilities, City Administrator's Office	Asset Management	Deferred capital maintenance, ADA plan, disposition policy, includes leases, pull into City Administrator's office, then figure that out.	Work has not yet started as this is a newly identified task.	No	3	6/30/2027	9/30/2026	Gathering of leases and asset information from the City's departments.
66 Added	Community Development	Conduct a Comprehensive Assessment of the Miller Red Barn to Evaluate Potential Change of Occupancy to Assembly Occupancy	Conduct a comprehensive assessment and feasibility study of the Miller Red Barn to evaluate the potential change of use and occupancy classification from the current utility occupancy to an assembly occupancy, and identify any work required to facilitate the change.	Staff reviewed the preliminary structural evaluation. The comprehensive assessment is underway.	No	3	12/31/2026	6/30/2026	Draft comprehensive assessment report including cost estimate and estimated project schedule.
67	Community Development	Implement Online Development Dashboard	Design, build, and maintain an interactive, public-facing online dashboard that provides real-time, user-friendly access to data on development projects using mapping technology throughout Gilroy, and enhance data availability to support economic development.	Staff has been working with a consultant to create the dashboard.	No	3	12/31/2026	12/31/2026	Development dashboard go-live.
68	Economic Development & Community Development	Downtown activation policies (e.g. Gourmet Alley, sidewalk cafés)	Create policies to allow businesses to utilize outdoor public space. This is a coordinated effort primarily with Community Development and Public Works.	Status: Not started. Resource Needs: possibly funding to support activation.	No	4	12/31/2027	1/31/2027	Downtown Business Engagement.