

**Community Development Work Program**  
**Week of July 26, 2021**

Project Name	Project Manager	Project Details	Due Date	Next Steps
<b>Advance Planning</b>				
5 <sup>th</sup> Cycle Housing Element – Implementation Items	Siri	<ul style="list-style-type: none"> <li>• Development of alternative housing concepts such as live-work, small lot, etc. to be incorporated into the zoning code (Housing Element Program 5.2L);</li> <li>• Development of provisions for special needs housing to be incorporated into the zoning code, as required by State law (Programs 5.2M and 5.2O); and,</li> <li>• Develop a replacement housing program for lost affordable units (Housing Element Program 5.2N), as required by State law.</li> <li>• Funded by LEAP Grant on reimbursement basis</li> </ul>	Spring 2021	Prepare draft ordinances
6 <sup>th</sup> Cycle Housing Element	Siri	<ul style="list-style-type: none"> <li>• Kim Horn Associations consultant and partnership with SBCTA</li> <li>• RFP for Housing Element released 1/22/21; CC selected KHA on 3/9; public outreach began in April; May 19 1<sup>st</sup> public workshop; CC 7/13, PC 7/14, public workshop 7/15</li> </ul>	October 2021	Finalize opportunity sites and housing programs and prepare draft document
Annual Housing Element Report	Siri	Annual progress report required by State	April 2021	2018 was submitted but needs to be converted to new format; 2020 report underway
SB 2 Planning Grant Application	Siri	Awarded; agreement signed 9/24/20 \$32,500 - submit reimbursement for zoning code amendments that were completed. \$75,000 for TrakIT \$202,500 for Housing Element Update	Submitted 11/30/19 Awarded 9/1/2020	Request reimbursement for zoning code amendments that were completed and monitor expenditures
LEAP Grant	Siri	Awarded \$500,000 from HCD; standard agreement executed; \$500,000 for General Plan updates to the Land Use Element and Safety Element, and preparation of a new Environmental Justice Element; Zoning code/specific plan amendments to ensure consistency with the General Plan updates;	Submitted 7/1/20 Awarded 10/6/20	Need FT Senior Planner Need to prepare scope/RFP

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**Week of July 26, 2021**

		Implementation of the 5 <sup>th</sup> Cycle Housing Element including alternative housing concepts, provisions for special needs housing, and a replacement housing program; and, CEQA clearance for the above projects.		
SCAG Housing and Sustainable Development Grant	Siri	Grant for consultant services at an estimated value of \$600,000. Consultant services will be selected/managed by SCAG but directed by City staff to update the Foothill Boulevard Specific Plan and the Central Area Specific Plan. Staff anticipates that these updates will be used to fulfill a portion of the City's RHNA obligation.	Awarded	Work with SCAG
SCAG Smart Cities and Mobility Innovation Grant	Siri	Grant for consultant services at an estimated value of 400,000. Consultant services will be selected/managed by SCAG but directed by City staff to develop a Smart Cities Plan to mitigate impacts of warehousing and logistics generated by truck travel through the City.	Awarded	Work with SCAG
SCAG Meetings/Support to Mayor	Siri	Attend monthly meetings of the Community, Economic and Human Development Committee & Energy and Environment Committee; monitor Regional Council and attend as needed; report on issues that can affect Rialto		
SCAQMD Activities	Siri	Monitor SCAQMD for new rules/regulations affecting Rialto; report on issues that can affect Rialto		
California High Speed Rail Authority – Los Angeles to Anaheim (Colton Intermodal Facility)	TBD	City provided comments on the NOP in 9/2020; the Final EIR/EIS document for the Los Angeles to Anaheim project section will be issued in 2022		Review EIR/EIS when it becomes available in 2022

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Quarterly Omnitrans Meetings	Siri	Planning to take the lead in setting up meetings with Omnitrans to coordinate on both public and private development	September 2021	Schedule next meeting for September 2021
Truck Route Study	PW is lead/CDD support	Assisting Public Works Public workshop held; joint TC/PC meeting held	Summer 2021	Community survey underway
Traffic Study Guidelines Update (New VMT Methodology)	PW is lead/CDD support	Joint TC/PC workshop held on June 3	Summer 2021	Need to move forward for approval – recommendations by TC/PC and approval by CC
Climate Adaptation Plan	PW is lead/CDD support	Funded by Caltrans Grant; draft document has been prepared	March 2022	Community outreach pending
Cannabis/Industrial Hemp	City Attorney		Summer 2021	EDC 1/27; CC 2/9; CC 3/9 moratorium extension; develop project schedule – discussion expected this summer
<b><i>Economic Development</i></b>				
Long Range Property Management Plan	TBD			Need to market LRMP properties/manage properties by August/next Oversight Board meeting in August
239 S. Orange & 241 S. Palm (Silva Properties)	TBD	Acquisition by City		Appraisal: Phase 1 and 2 completed; Chad is working on purchase and sale agreement
Cuca's Lease Back Payment	TBD	Lease for Cuca Restaurant and 131 S. Riverside Avenue	January 2021	City Attorney sent letter of default for back pay
Ayala 210 Partners	TBD	Parcels 1, 2, 5, and 6 have sold; remaining parcels are 3 and 4		Development of Parcels 3 and 4 is pending
Rialto Truck Stop (Pilot Travel Center)	Daniel Casey	Appraisal came in at \$6.5 million Notice requirements completed 9/30; purchase pending – need to coordinate property sale with entitlements		The rough DIF estimate for Pilot Travel Center is @\$826,000, with almost a half million in storm drain fees. David Newton with Pilot would like to meet with the Mayor to talk about reducing the fees – need to determine options
Orbis	Chad	Sale of 2 properties to Orbis Real Estate for development of industrial warehouse on Renaissance Parkway at Laurel		Sale completed; plan check/construction pending
LHR Audit	City Manager	Audit of development agreement		Underway

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LHR/Renaissance Land Use Negotiations	City Manager/Planning	LHR Presentation on 8/12/20 LHR Presentation to CC on 9/22/20 Council direction is for LHR to do residential, not industrial, development Preliminary concept plan submitted in April; comments provided to LHR		Provide guidance on concept plan; need to discuss park land – LHR/Brian Goodman to initiate conversation
Lamar Digital Display Leases	Daniel Casey	4 total leases executed		Revision to agreement needed to reflect correct property owner
Cell Leases	Treasurer/CDD	Lease of properties to cellular service providers		Need to update master list of cell tower leases on public property
County Library Lease Renewal	Stephen/Daniel		SBC Board to take action in September	Need to have City Attorney review and scheduled for Council action
ICSC Conference Attendance	Adrianna	May 17-19, 2020 cancelled; rescheduled dates in December 5-7, 2021		Need to plan booth, marketing materials, and representation at the conference
<b>Successor Agency Tasks</b>				
Oversight Board	TBD			Need staff resource
Rialto II/Sprouts/Sale of 15-Acre Successor Agency-Owned Site	City Manager/Planning	Development of retail center with Sprouts/mixed commercial and residential uses		See Project Tracking Report maintained by Dionne/Planning
ROPS	Finance			
Collect Debt Bond Payments from Rialto Unified School District	Finance			
<b>Affordable Housing Projects</b>				
10-Unit Affordable Housing Project	Daniel Casey	Funding confirmed by Finance; NEPA documentation completed		Need to finalize draft agreement with developer
55- Unit Affordable Housing Project	City Attorney	3rd amendment approved 6/23/20; 4 <sup>th</sup> amendment approved on 6/28/21; TCAC application submitted 7/1/21		Next steps pending receipt of TCAC funding
Home Sweet Home				Need administrator/contractor to manage
Minor Home Repair				Need administrator/contractor to manage
Home Rehabilitation/Purchase Program Loan Service		131 Loans		Need administrator/contractor to manage
Annual Interest Collection on Loans		10 Loans		Need administrator/contractor to manage

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Monitoring of Existing Affordable Housing Agreements				Need resource
Monitoring Rialto Housing Authority Real Property Assets		9 parcels at 5 sites		Need resource
<b>Building Division</b>				
Building Plan Check Consultant Contracts	Stephen/Kim			PSA on CC 7/27
Lead Enforcement Agency for Mobile Homes	TBD			State audit scheduled for 7/27
Building Official Consultant Contract	TBD	Total of \$310,000 allocated		Monitor expenditures
Building Permit Process Update	Building	Define, train, implement unified process		Need Building Manager
<b>Code Enforcement Crossovers</b>				
SCOR	Tim Sun/Daniel Casey			Pending compliance/completion by August 31; weekly meetings being held with operator; next meeting is 7/21
<b>One Stop Shop</b>				
Trakit Enhancements	Kim Dame/IT & Interdepartmental Team	Trakit is offline due to server issue; evaluation of options underway		BPO and FitGap analyses and scope completed on 7/15; meet with Mayor and MPT
Unified Plan Check Process	CDD/PW/Fire			Pending
<b>Fees</b>				
Building/Planning Fee Update	Building	NBS is the City's consultant working on the update		Pending
DIF Annual CPR Update	Finance/Building			Completed for FY 20/21; Kim to get FY 21/22 update from Finance
AB 1600 Report	Finance/CDD/PW			Need to coordinate work plan
DIF 5-Year Update	Finance			Nexus Study pending
Relief/Incentive Program for Unpermitted Construction	Building			Need to develop and seek approval of the program by City Council
<b>Other Projects</b>				
Business License Conversion from Trakit to HdI	TBD			Need to evaluate scope of work from HdI
Interdepartmental On-Call/Lytle Creek Project Manager	TBD			Need to issue RFP

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CFD Annexations	Planning/Finance			RFP underway
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