

Other significant operational or strategic priorities								
These projects that are planned or currently underway and do not fit into Council's identified priorities								
Task	Goal	Lead Departments	Target Date	CIP Reference Number	Notes	Progress	Update as of September 30, 2022 - narrative update of what has been done in this area. If complete - detail of work done. If in progress - detail of work completed thus far during the quarter and next quarter planned work.	Update as of December 31, 2022 - narrative update of what has been done in this area. If complete - detail of work done. If in progress - detail of work completed thus far during the quarter and next quarter planned work.
1	Update records management system	Clerk/ Communications						
1.1	Hiring consultant to update Records Management Program and Retention Schedules.	Town Clerk/Communications	44378	C1610		Complete		
1.2	Work with consultant to implement the RIM program and retention schedule to an upgraded Laserfiche Platform	Town Clerk/Communications/ Information Technology	Aug-22	C1610		90% Complete	No Further Update	Moving into implemetation phase for the File plan for the Clerk's Office. Additional File plan implementation will occur when testing and training is complete.
2	Implement Public Art Master Plan- Moved to Community Cohesion Priority	Economic Development/ Engineering/Art Commission						
2.1	Develop procedures for developing and implementing public art projects		Fall 2021			50% complete		
2.2	Complete first commission led public art project		Fiscal Year 21/22			Selection process 50% complete--		
2.3	GIS support for public art program	Engineering/GIS	on-going		GIS maintains a map of existing public art locations and maintains data related to art installations	Ongoing		
3	Implement Sister Cities program	Economic Development/ Sister Cities Committee				n/a		
3.1	Continue outreach to identify possible sister city partner		Fall 2021			n/a		
3.2	Develop Sister City agreement, shared objectives, and initial projects with identified sister city		Fiscal Year 21/22			n/a		
4	Visitor Center/ Transit information plan	Economic Development						
4.1	Visitor Center/ Transit information plan		FY 21/22		Evaluation of the role, method of delivery, and possible updates to the visitor center and transit information facility and services provided under the Chamber contract at the Truckee Depot. This project was initiated in conjunction with the new 3-year Chamber contract. Planning will include possible changes to transit information with the transit center relocation.	50% complete	Staff meets routinely with Truckee Chamber representatives to discuss and strategize on transit information as well as accessibility and operations of existing services, including special events. Staff established a Working Group to focus on Micro transit Facility and pilots as well as overall transit operations which has included frequent and routine participation by Truckee Chamber staff to ensure timely and accurate distribution of transit materials of local and regional services as well as Micro transit. Coordination on these and future transit services is expected to increase with the design and construction of the Truckee Transit Center/Mobility Hub which is anticipated to affect how all existing services (Placer TART, Truckee TART, Amtrak, Greyhound, resorts, etc.) access and serve the Town and especially Downtown.	The Chamber's 3-year contract expires 6/30/23. Staff held an initial discussion with new Chamber Board Chair and CEO to begin consideration of our continued partnership, including a shared desire to plan for the future of the visitor center. Staff anticipate that this planning process will be considered as part of the Chamber contract negotiations this spring. Occupancy and presence of Chamber in Depot vs. Railyard Mobility Hub will be a forthcoming partnership discussion.
4.2	Visitor Center/ Transit Information plan implementation		Fiscal Year 23/24		Pending outcome of the planning process, begin implementation of any changes as necessary	25%		Pending completion of planning phase
5	Sidewalk vending permit process							
5.1	Sidewalk vending permit development (REMOVED DUPLICATES TASK- 6.2 UNDER INFRASTRUCTURE PRIORITY)	Planning	Fiscal Year 21/22		Develop permit program to regulate street vending--	0		
5.2	Sidewalk vending permit implementation	Planning	Fiscal Year 21/22		Manage permit program	Not Started.	Not Started.	Not Started.
6	Information Technology Upgrades and Maintenance							
6.1	Information Technology Upgrades and Maintenance	Information Technology	on-going	C0105	Virtual Server ESX Hosts and SAN upgrades in both Town Hall and Nevada County Disaster Recovery site.	90% Complete	Update recently provided to Council as part of Cyber Security Month	