



Request for Policy Analysis (Council Referrals)

Department PBCE Rules Date 2/25/26 Item C.2
 Department Rep. Name/Ext. Martina Davis x5-7888 Councilmember Sponsorship Mahan, Foley, Campos
 Policy/Ordinance Subject Coyote Valley Corridor Study

Staff Recommendation																						
<input type="checkbox"/>	GREEN	Adopt based on tradeoffs outlined on next page			<input checked="" type="checkbox"/>	YELLOW	Defer to a later designated date or the annual Budget Process			<input type="checkbox"/>	RED	Recommend Council not adopt nominated idea		<input type="checkbox"/>	NEEDS CLARIFICATION OR MORE TIME TO EVALUATE							
Staff Evaluation																						
Is this already underway in a department work plan?				Is this time critical or an emergency?				Will this require substantial resources, staffing, budget, strategic support, or reprioritizing existing work plan?														
<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No											
Criterion to Determine Scale of Project Complexity																						
Project complexity is determined by scoring the project in each of the 3 criteria below and then summing the score.																						
a. Low Complexity is a sum of 6 or less. b. Medium Complexity is a sum of 7 – 9. Total Score = 8 c. High Complexity is a sum of 10 or greater.																						
Scoring Criterion	Low Complexity			Medium Complexity			High Complexity															
	Estimated Duration	6 – 9 months	<input checked="" type="checkbox"/> = 1	9 - 18 months	<input type="checkbox"/> = 2	More than 18 months	<input type="checkbox"/> = 3															
	Organizational Complexity (Internal)	Can easily be absorbed into existing work plan	<input type="checkbox"/> = 1	Planned work (future)	<input type="checkbox"/> = 2	Work not currently proposed	<input checked="" type="checkbox"/> = 3															
		Have staff with required skillset/knowledge	<input checked="" type="checkbox"/> = 1	Have staff with required skillset/ requires moderate research	<input type="checkbox"/> = 2	Do not have staff with required skillset/requires significant research	<input type="checkbox"/> = 3															
		Less than or equal 2 staff required	<input type="checkbox"/> = 1	3 - 4 staff required	<input checked="" type="checkbox"/> = 2	More than 5 staff required	<input type="checkbox"/> = 3															
(External)	1 Additional department; no community outreach required	<input checked="" type="checkbox"/> = 1	2 Other departments Involved; some community outreach required	<input type="checkbox"/> = 2	3 or more departments and/or external partners involved; significant community outreach required	<input type="checkbox"/> = 3																
DEPT. Required	<input type="checkbox"/>	Airport	<input type="checkbox"/>	Auditor	<input type="checkbox"/>	CMO	<input type="checkbox"/>	OEDCA	<input type="checkbox"/>	ESD	<input type="checkbox"/>	Fire	<input type="checkbox"/>	HR	<input type="checkbox"/>	IT	<input type="checkbox"/>	PRNS	<input type="checkbox"/>	Police	<input type="checkbox"/>	Retirement
	<input checked="" type="checkbox"/>	Attorney	<input type="checkbox"/>	Clerk	<input type="checkbox"/>	CMO – Budget	<input type="checkbox"/>	Community Energy	<input type="checkbox"/>	Finance	<input type="checkbox"/>	Housing	<input type="checkbox"/>	IPA	<input type="checkbox"/>	Library	<input type="checkbox"/>	PBCE	<input type="checkbox"/>	PW	<input type="checkbox"/>	DOT

CMO Approval: Lee Wilcox Date 2/24/26

Analysis

Explain the rationale for staff recommendation, including any mitigating factors that need to be considered (recent legislative action, significant work plan changes, etc.). Please address the following as well.

GREEN LIGHT: The Administration can implement this nominated idea under its current work plan. Item should be sent to Council to add to department work plan. (1) How will the idea be approached? (2) If adopted, what is its impact and/or tradeoff to the City Council Focus Area or to a department work plan, including strategic support? (3) What is the minimum viable scope to move the idea forward and reduce its complexity?

YELLOW LIGHT: Administration recommends Council defer this nominated idea to a later designated date or the annual Budget Process due to (describe cost implications, workload impacts, or other factors)

No work related to the Coyote Valley Corridor Study is included in PBCE’s work plan at this time. As part of the City Council approval of the Mayor's June Budget Message for FY 2025-2026 Budget Process, Manager's Budget Addendum #3 was approved that indefinitely paused the study to redirect staff capacity and funding resources to priority work plan items, including the General Plan Four Year Review and critical state law zoning updates. While staff did complete a draft baseline assessment, draft land use/economic assessment, and a survey to get feedback on potential design and development standards, the study had not progressed to the point of producing a draft report with proposed land uses and related development policies.

Returning to City Council with a draft report on the study would delay priority policy work such as the zoning ordinance vape shop update, SB 79 implementation, and maintenance updates to the sign code and zoning code. However, staff will publish in information memorandum in March 2026 to share progress made on this body of work prior to pausing.

RED LIGHT: The Administration recommends Council not to adopt this nominated idea due to (describe reason implementation would be difficult if not impossible – conflict with other laws, etc.).

