

Public Facilities Chapter: Evaluation of Existing Policies and Programs

Key

	Tier 1: Policies that are high priority; programs that should be implemented within 5 years.
	Tier 2: Policies that are lower priority; program that should be implemented in years 5-20.
	Tier 3: Policies and programs that have lower relative priority and will not be included in the new General Plan.
	Tier 4: Policies or programs that have been fully implemented and will not be included in the new General Plan.

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Policy 1 Management of Public Facilities. Manage public facilities in conjunction with new development through continued planning and budgeting for public facilities and coordination with other agencies for the services which the City does not provide.	New development is reviewed for impacts on public facilities and needed upgrades, and capital projects are recommended to the City Council for inclusion in the annual Capital Improvement Program, taking into account anticipated new development.		Carry forward	Thought the cost was ± \$1 million/year. Need to meet with staff to clarify: budget for needed work and staffing to do such work.	The current funding has resulted in improved ability to address deferred maintenance. The program warrants continued monitoring and prioritization.
PF Program 1.1 Continue to prepare and adopt an annual Capital Improvements Program for the City of Novato reflecting City facilities needed to support development in the General Plan.	Prepared and adopted annually by the City Council. In 2012, changed focus of 5-year CIP from a budget tracking model to a budget planning model. The intent was to provide global financial information rather than detailed financials as this information changes from year to year.	The 5-year CIP is simply a budget planning tool and reflects only anticipated funding, not necessarily actual funding.	Carry forward		
PF Program 1.2	Staff began a comprehensive evaluation of the City's infrastructure costs as part of	Due to financing constraints, it has not been feasible to	Carry forward		

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Continue to evaluate the operating and maintenance costs of infrastructure improvements needed to support the development allowed in the General Plan.	the Fiscal Sustainability discussion in FY 12/13. This included building and community facilities, roadway infrastructure (pavement, sidewalks, retaining walls bicycle paths), park facilities and drainage infrastructure.	establish an O&M budget that can maintain the entire infrastructure to keep up with current and future development. In addition, there is limited staff time to maintain up-to-date infrastructure needs.			
PF Program 1.3 Provide General Plan information to other service-providing agencies, and request determination of any capacity needed to accommodate development called for in the General Plan. Service-provider determinations regarding capacity will be used in making the determinations required in LU Program 7.2.	Both Community Development and Public Works strive to coordinate closely with other agencies to ensure that their capital programs are designed to accommodate current needs and future development. City coordinates primarily with North Marin Water District, Novato Sanitary District, PG&E, Marin County Flood Control and Water Conservation District.	Outside agencies do not always contact the City for comments on their Capital programming. There has generally been a poor to fair history of coordination.	Carry forward. Encourage a better process for collaboration moving forward.	Do we need coordination with Novato Fire Protection District? How can we simplify by collaboration? Better software? Permit sharing? Building Information Model? Can we tie coordination on capital programming of other agencies to financial incentives?	The City and Fire District coordinate well in many areas, including permitting and emergency response. Unclear on the question.
PF Program 1.4 Provide information on development applications to other service-providing agencies, to enable them to assess appropriate fair share impact fees. The City will require proof of payment of these fees before issuing a building permit.	Planning applications are routed to districts for fee computations and final occupancy is not granted until we receive sign-offs from outside agencies assuring that fees are paid and conditions of approval are met.		Modify. Incorporate into Program 1.3 and eliminate the phrase re: requiring proof of payment, since this is an on-going responsibility.		
PF Program 1.5 Adopt a Novato Storm Drain Facilities Master Plan as a basis for planning	In June 2013, PW prepared an RFP for consultant services to develop a storm drain master plan for Novato. Also in	The new NPDES permit includes changes to the way stormwater is treated prior to	Carry forward.	Define NPDES. Have we budgeted for this	National Pollution Discharge Elimination System We budget for the current

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and constructing improvements and for establishing fees.	<p>June, the Council adopted a budget that included \$300,000 for the development of the plan. The RFP has been released. Staff is considering proposals from consultants to develop a storm drain master plan for Novato.</p> <p>Additionally, the Marin County Flood Control and Water Conservation District is in the process of preparing a Novato Creek Watershed study that will provide both global information about the watershed, but also a detailed storm drain plan of the Nave Gardens neighborhood</p>	<p>discharge to natural watercourses. There are treatment requirements included that will change the effectiveness of stormwater transport and facility capacities.</p> <p>Internal staff has limited base knowledge about the development of a storm drain master plan. There will be a heavy reliance on consultants and the Marin County Flood Control and Water Conservation District.</p>		work?	storm water permit requirements. New regulations have the potential to significantly increase costs, which has not been budgeted due to uncertainty about the staffing impacts.
<p>PF Policy 2 Public Buildings. Ensure that the public buildings in Novato are adequate to provide services for Novato residents under the development provided for in the General Plan.</p>	<p>Since the last update of the General Plan, the following public buildings have been built, or renovated for community uses: Hamilton Community Center, Arts Center at Hamilton, Gymnastics Center, Downtown Recreation Center, Amphitheater Park restrooms, Hamilton Field History Museum; Hamilton Pool renovation, Hamilton Gymnasium was taken over from Navy for public recreation; Miwok Park restrooms were built as part of major park renovation, Pioneer Park restrooms were built; Indian Valley Campus lighted ball field restrooms were built; joint gymnasium project with the NUSD at Hamilton School.</p> <p>New City Administrative Offices built in</p>	Funding to develop additional or enhanced community facilities and lack of funding and private partners to implement Hamilton Community Facilities conceptual plan.	Carry forward	All existing and new projects need cost evaluation for maintenance and replacement projected over the life of a project.	Staff is in agreement with this Council comment. The City needs resources like the \$1 M presently being transferred for this purpose.

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	<p>2014. Renovated City Hall in 2009.</p> <p>New Corp Yard built in 2007. Installed a new locker room and administrative offices.</p> <p>In 2014, updated Novato Arts Center building at 789 Hamilton Pkwy and created 15 new artist studios.</p> <p>Completed a Facilities Conditions Assessment study in 2012 that identifies deferred maintenance and ongoing maintenance needs for our 27 active use facilities.</p>				
<p>PF Program 2.1 Establish standards for public buildings and facilities, including City administrative offices, corporation yards, community centers and performing arts centers, in relation to population.</p>	<p>Staff began a comprehensive evaluation of the City's infrastructure costs as part of the Fiscal Sustainability discussion in FY 12/13. This included building and community facilities, roadway infrastructure (pavement, sidewalks, retaining walls bicycle paths), park facilities and drainage infrastructure.</p>	<p>As we found out during the community survey, it is difficult to define "standards." There is general information that allows for some comparisons to other agencies; however, each agency and region has a different set of demographics, environmental conditions, and socio-economic demands.</p>	<p>Consider modifying to periodically reevaluate facility needs and adequacy.</p>	<p>What are our City standards for excellence? Are we talking about maintenance? How does this relate to Program 1.2?</p>	<p>Current standard is to maintain facilities in their current condition, and allocate funds to offset depreciation. Improvements are funded through the CIP process.</p>
<p>PF Program 2.2 Establish impact fees for new development based on City and agency standards for public buildings and facilities.</p>	<p>Existing impact fees are as follows: <i>Public Facilities Fees</i> Recreation/Cultural Facilities Civic Facilities General Government Systems Open Space</p>	<p>Cost to perform nexus studies</p>	<p>Modify to refer to an update of impact fees and combine with Program 2.1.</p>	<p>Need to know what the standards are as mentioned in Program 2.1. Our impact fees are high. Are applicants getting their</p>	<p>See above. An update to impact fees will be considered by City Council</p>

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	<p>Drainage</p> <p>Traffic Impact Fees Streets & Intersections Transit Facilities Corporation Yard</p> <p>Impact fees were last updated in 2002.</p>			money's worth?	at the end of the General Plan update.
<p>Policy 3 Community Facilities. Continue efforts to provide various community facilities addressing recreational and cultural needs.</p>	<p>Since the last update of the General Plan, the following public buildings have been built, or renovated for community uses: Hamilton Community Center, Arts Center at Hamilton, Gymnastics Center, Downtown Recreation Center, Amphitheater Park restrooms, Hamilton Field History Museum; Hamilton Pool renovation, Hamilton Gymnasium was taken over from Navy for public recreation; Miwok Park restrooms were built as part of major park renovation, Pioneer Park restrooms were built; Indian Valley Campus lighted ball field restrooms were built; joint gymnasium project with the NUSD at Hamilton School.</p>		Carry forward. Consider moving to Parks section of Environment chapter.	How does this differ from Policy 2?	Policy 2 related to City structures. Policy 3 addresses recreation and cultural needs, some of which may be a subset of programs that occur within City buildings. The staff recommendation is to relocate these recreation/cultural policies to other Park/Rec/Cultural policies and programs in the Environment Element.
<p>Program 3.1 Adopt a plan for development of public facilities, including a community center, performing arts facility, gymnastics, gymnasium, and aquatic facilities.</p>	<p>1. Completed 2 years of study and public engagement process to develop the Hamilton Community Facilities Implementation Plan, Phase 1 and 2 that evaluated, preliminarily identified uses and estimated construction and ongoing costs for recreation buildings, parks and specialized recreation facilities at Hamilton.</p> <p>2. Top 3 priorities from study were</p>	<p>Success with completing plan for Hamilton, but reluctance by staff and Recreation Commission to do a Master Plan for O'Hair park or to update Target 2000 and do a city-wide plan because of very limited funding to implement any such plans. Attempted to assist private</p>	<p>Make modifications: Support maintenance and improvement of community recreation buildings, facilities and parks through Capital Budget Planning annually.</p> <p>Recommend completing Master Plan for Hill Recreation area and MTSC and seeking funding to implement plan.</p>	<p>Recommend completing Civic Center to be discussed by Council.</p>	<p>Council direction re: the Civic Center will be incorporated into a section in the Land Use Element that will address specifics of the Downtown area.</p>

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	<p>completed: Community gymnasium – new one built in partnership with NUSD at Hamilton school; City renovated Hamilton pool, and Hamilton Community center was renovated by developer for City.</p> <p>3. Site purchased and state-of-the-art Gymnastics Center and dedicated Teen Center with pocket park, was built.</p> <p>4. Hamilton Community Center was renovated by developer for public recreation uses.</p> <p>5. Arts Center at Hamilton was renovated by developer and is operated by City with public events and programs. A cultural arts plan was developed prior to opening as arts center.</p> <p>6. Designed and completed renovation of Arroyo Avichi Park, the oldest playground in Novato, to meet neighborhood needs and address any concerns</p> <p>7. Secured \$1M State Healthy Communities Grant to construct gymnasium and negotiated with Novato Unified School District to build and share costs of construction and ongoing operation of new Hamilton Community Gymnasium, designed to meet school and community recreation needs.</p> <p>8. Completed City Hall and Civic Green which could lead the way to a central plaza for events and other community engagement activities.</p>	<p>non-profit performing arts organization to renovate Hamilton Cinema, but renovation costs were too high for group to pursue successfully. Downtown Novato theater is now privately owned and fundraising to complete performing arts facility downtown.</p>	<p>Evaluate use and renovation of pocket parks/neighborhood parks to maximize use and/or better meet nearby community needs and enhance/expand active recreation opportunities to keep or get residents healthy and fit.</p> <p>Consider consolidating with Parks section of Environment element.</p>		

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<p>Program 3.2 Coordinate plans for community facilities with policies of the Downtown Specific Plan.</p>	<p>Implemented a number of items in Downtown Specific Plan:</p> <ol style="list-style-type: none"> 1. Town Square completed at Civic Green/City Hall/Sherman Avenue 2. Gymnastics and Teen Center built 3. Whole Foods Mural along Reichert Avenue completed depicting historic Novato 4. Public Art – sculptural bench seating completed at 5 sites downtown 		<p>Delete since Downtown Specific Plan will be incorporated into the Land Use Element.</p>	<p>Make sure we deep reference to Civic Center.</p>	<p>See comment above.</p>
<p>Program 3.3 Accommodate expansion of the City History Museum(s).</p>	<p>Opened museum at Hamilton. Renovated interior of downtown museum using Historical Guild volunteers and completed outside improvements. Expansion plans not implemented because a second museum was opened at Hamilton.</p>	<p>Restriction of space available to expand downtown museum at current site. Focus was on fundraising and opening museum at Hamilton commemorating Hamilton’s history as a military base.</p> <p>Museums ranked a very low priority when conducting the “community conversations” when resources are tight.</p>	<p>Carry forward as there is interest in relocating museum to a location on Sherman Avenue in one of the vacant bungalows.</p>		
<p>Program 3.4 Plan for development of sports facilities and community play fields to meet the needs of youth and adult athletic programs.</p>	<p>Completed Hamilton Community Facilities Implementation Plan that included sports and play fields.</p> <ol style="list-style-type: none"> 1. Completed lighted softball/soccer fields on College of Marin owned property and entered 40 year agreement with them for community use. Novato Youth Soccer provided funding to assist with construction costs. 2. Repurposed Hill Recreation Area to support non-softball uses after #1 built to 	<p>Met objectives but only after significant investment in time and funding to complete controversial EIR process for lighted fields at IVC.</p> <p>Funding continues to be a barrier.</p>	<p>Upcoming focus should be on maintaining what we have and focusing on improving and doing a master plan for Hill Recreation Area and Margaret Todd Senior Center that improves parking and evaluates tournament bocce courts and synthetic turf opportunities there.</p> <p>Consolidate with Parks programs in</p>		

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	<p>better meet community needs.</p> <p>3. Thigpen Sports Lighted Courts were completed on Coast Guard owned property. Basketball, roller hockey and tennis uses are now available.</p> <p>4. Skate park was completed.</p> <p>5. Synthetic turf play field was installed at Pocket Park downtown</p> <p>6. Multipurpose turf areas were installed at Hamilton Amphitheater and S,. Hamilton Park</p> <p>7. Little League baseball field (Dunphy) was built at Hamilton</p>		Environment element.		
<p>PF Policy 4 Management of Public Services. Work with public service agencies to ensure that those agencies have the means to provide services required by Novato residents and businesses.</p>		City has little to no control over the services provided by the other agencies and districts in town.	Modify as a general policy statement to collaborate with public service districts.	How can collaboration be improved? How is this done in other cities?	Collaboration works when you have willing partners, strong relationships and shared interests. Novato has lots of examples of local success.
<p>PF Program 4.1 Work with the Novato Fire Protection District to ensure that the District can continue to provide adequate fire protection and emergency response. The Novato Fire Protection District maintains its own Level of Service standards to determine adequate protection and response.</p>		City has limited role with NFD.	Delete program and incorporate in Policy 4.		

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<p>PF Program 4.2 Work with the Novato Sanitary District to ensure that wastewater is adequately collected, treated, and disposed of.</p>		City has a limited role.	Delete program and incorporate in Policy 4.		
<p>PF Program 4.3 Work with the North Marin Water District to ensure the provisions of adequate potable water to Novato residents and businesses.</p>		City has a limited role	Delete program and incorporate in Policy 4.		
<p>PF Program 4.4 Monitor response history and case load history for the Novato Police Department. Consider adding additional personnel as required to maintain an adequate level of police response. Where a nexus can be demonstrated and State law allows, consider requiring a fee to finance a portion of the costs for increasing police staffing.</p>	<p>The Police Department monitors and tabulates calls for service to ensure the Department is providing a timely response and to evaluate the need for police officer positions based on the number of calls for service. Also, the Police Department allocates resources based on crime totals and trends identified in the statistics the Department compiles.</p> <p>The Police Department charges for police services for responding to unsupervised minor alcohol gatherings (Municipal Code Section 14-16) and for investigating drunk</p>		Delete, monitoring response history and case load history is a routine function of the Police Department. A program to update impact fees will be included in the Economic Development chapter.		

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	<p>driving incidents.</p> <p>Public Facilities Impact Fees were established and last updated in 2002.</p>				
<p>PF Program 4.5</p> <p>The City shall work with the School District to address anticipated deficits between the cost of constructing necessary new schools and the revenues generated by developer fees. Where a clear nexus can be shown between the impacts of a development and the need for new school facilities and there are insufficient revenues to construct the new school, the City shall consider the need for additional project mitigation to be provided by the project sponsor, which may include dedication of school sites, provision of infrastructure improvements to a school site, and/or additional impact fees. These additional mitigations shall be required for new development to the degree that State law allows.</p>		<p>City has limited role</p>	<p>Delete program and incorporate in Policy 4.</p>	<p>Can City impact in any way projects done by the Novato Unified School District?</p>	<p>Other than general commenting on School District projects, most are exempt from the City's design review and building permit processes and zoning regulations, with the exception of non-educationally related land uses (including leasing of school facilities to private entities).</p>

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<p>PF Program 4.6 Work with the Novato Unified School District to ensure that future school sites that may be required to serve future development are provided for in the plans for development projects.</p>		<p>Facilities for Charter Schools must be accommodated by the NUSD; however, there may be limited planning time available to coordinate through the development process.</p>	<p>Delete and incorporate in Program 1.4.</p>		
<p>PF Program 4.7 As stated in LU Program 8.4, the City will support efforts by other agencies to collect equitable fees required to maintain adequate service levels.</p>			<p>Delete since it is stated in LU Program 8.4 and is recommended to continue.</p>		
<p>PF Program 4.8 Work with solid and liquid wastewater agencies to ensure compatibility of nearby land uses with their facilities.</p>			<p>Delete program and incorporate in Policy 4.</p>		
<p>PF Program 4.9 Consider policies and programs and work with utilities to encourage the development of utilities, particularly telecommunication, video, and data utilities, to accommodate the long-term needs and meet the changes in technology and needs of business and industry.</p>	<p>The City has been approached by various private utility providers and companies looking to expand services, such as cell coverage and fiber optic facilities.</p>	<p>Utilities are highly regulated by the PUC and regulations change so rapidly that it is difficult to develop policies and programs to address this issue.</p>	<p>Delete</p>	<p>What about impacts of cell towers and other structures?</p>	<p>These are regulated by the Zoning Code, although City review is limited to aesthetic issues. Projects that comply with federal radio frequency limitations are exempt from local control over such emissions.</p>

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PF Policy 5 Potable Water. Ensure adequate water supply for new and existing development.			Revise to encourage the Water District to do this as this is not within the City's jurisdiction.		
PF Program 5.1 Ensure water service agreements for new development are in place which establish a Level of Service in accordance with the regulations and ordinances of the North Marin Water District and Marin Municipal Water District.	Ongoing		Delete program, routine function. Incorporate in Policy 5.		
PF Program 5.2 Require developers to enter into agreements in accordance with the regulations and ordinances of the North Marin Water District and Marin Municipal Water District and pay for the cost of potable water infrastructure required for each project.	Agreements are required as part of the Improvement Plan and Final Map process.		Delete program, routine function. Incorporate in Policy 5.		
PF Policy 6 Water Conservation. Develop and implement water conservation programs for Novato.			Modify. Policy should support North Marin Water District's efforts to expand conservation programs and maximize the use of recycled water.		

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<p>PF Program 6.1 Adopt a Water Use Reduction in Landscaping Ordinance. Consider the use of water-saving devices for residential and commercial uses; limits to the amount of turf area in new developments; the use of drip irrigation systems; and other water conserving measures.</p>	<p>NMC Section 5-28 has standards for landscape irrigation.</p> <p>Water availability and conservation was the subject of a June 2014 General Plan White Paper.</p>	<p>The North Marin Water District regulates outdoor water use through its Regulation 15, which exceeds minimum State code requirements and meets Tier 2 of the CALGreen Code.</p>	<p>Delete, program has been implemented. Council did not recommend pursuing more aggressive water reduction measures proposed in the White Paper.</p>		
<p>Program 6.2 Use treated wastewater for irrigation of City facilities and encourage wastewater irrigation at other public and private facilities, where practicable.</p>	<p>Established reclaimed water service at Hamilton Airbase for most public use facilities (landscapes as well as parks) and at Olive Park, and along Redwood Blvd (North of DeLong).</p> <p>City continues to seek additional opportunities in partnership with NMWD.</p>		<p>Modify. Incorporate into Policy 6.</p>	<p>Any new facilities look at feasibility that in future reclaimed water will be available and install purple pipe if practical?</p>	<p>Staff coordinates with the North Marin Water District and Novato Sanitary District on availability of reclaimed water. NMWD funds and implements the reclaimed water service area. City connects to the system as practicable.</p>

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<p>PF Program 6.3 Support and encourage reclamation of wastewater for reuse wherever possible in accordance with the regulations and ordinances of the North Marin Water District and Marin Municipal Water District.</p>	<p>NMWD & NSD have been working to construct a reclaimed water trunk line through key areas of town.</p> <p>Project completed throughout Hamilton and along Olive Avenue.</p> <p>City has been actively converting irrigation facilities at key properties with reclaimed water.</p> <p>Hamilton roadside landscaping, South Hamilton Park, Amphitheater Park, Fire House Museum Park, Hahman Field, Olive Park, Olive Ave roadside landscaping, portion of medians on Redwood Blvd (Olive to San Marin)</p>	<p>Cost to construct.</p> <p>Cost to convert existing facilities to reclaimed water.</p> <p>Cost of service as reclaimed water currently costs almost as much as potable water.</p>	<p>Modify. Incorporate into Policy 6.</p>		
<p>PF Program 6.4 Consider developing a plan in conjunction with the Sanitary District and Water District to promote and maximize to the extent feasible the reuse of treated wastewater and consider enacting an ordinance to have developments provide wastewater distribution facilities in</p>	<p>Beside the City converting its facilities, they have not done any specific promotions.</p> <p>Water conservation programs, including requirements for new development to install dual plumbing, were the subject of a June 2014 White Paper on Water Availability and Conservation.</p>	<p>The cost to bring reclaimed water to certain quadrants of the City is very expensive.</p> <p>Uncertainty if and when plumbing codes will change and if the installed plumbing lines will meet future code requirements.</p>	<p>Delete.</p> <p>This plan has been coordinated between the NSD and NMWD. The City needs to only ensure that its facilities are appropriately connected to the reclaimed water systems. This can be done through the conditions of the encroachment</p>		

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conformance with the Plan.		Uncertainty if and when area will be served by recycled water.	<p>permit and use agreement.</p> <p>As a result of the white Paper discussion, Council direction was to not require dual plumbing in new development.</p>		