DEPARTMENT WORK PLANS

The list below summarizes projects and initiatives City of Manhattan Beach staff is concurrently dedicating significant time and resources to that are not currently on the City Council Work Plan.

MANAGEMENT SERVICES DEPARTMENT
1. Municipal Code Transparency Enhancements
2. Finalized the Bruce's Beach Artwork Project
3. Development of Citywide Communications Strategy
4. Coyote Management and Response
5. Employee Engagement Survey Implementation

FINANCE DEPARTMENT
1. MUNIS Implementation Modules Development (includes Annual Comprehensive Financial Report (ACFR) Module, Citizen Transparency Portal, Inventory Management System and Utility Billing)
2. Stormwater Fees/Assessments
3. Digital Water Meter Reader Administration
4. Comprehensive User Fee Study and Cost Allocation Plan
5. Transient Occupancy Tax Adjustment to 14%

HUMAN RESOURCES DEPARTMENT
1. Reclassification studies, create new classifications, and conduct recruitments associated with the 18 reclassifications or position upgrades, 11 new and 3 unfrozen full-time positions, and various part-time positions, approved in the 2022-23 budget.
2. Assist various City departments with significant organizational changes, staffing modifications including preparation and implementation of public safety department staffing plans and the addition of 13 new full-time positions during the 2022-23 budget year.
3. Implementation of NEOGOV Performance Evaluation and Onboarding modules.

PARKS AND RECREATION DEPARTMENT
1. Senior and Scout House Community Center Development
2. Renovation of Pay N Pay and Marine Common Area

3. Sand Dune Master Plan (nature areas, trails, and building)
4. Expansion of Polliwog Dog Park
5. Begg Pool Request for Proposal
6. Storywalk Installation
7. Field Upgrades – Begg Field Renovation, MBMS Field Renovation, and Marine Field Turf Replacement
8. Public Art – North End Surfboard Sculpture, Catalina Classic Sculpture, and Manhattan Beach Education Foundation (MBEF) Donor Wall
9. City Public Art – Bruce's Beach, Utility Boxes, Murals, Sculpture Garden, and Digital Wall Artwork
10. Partnership with MBUSD (including joint use agreement, field use, district events, and intergenerational programming)
11. Implementation of the City of Manhattan Beach Historical Collection Action Plan
12. Polliwog Pavilion Development with LA County Library
13. Transportation Grant for new Dial-A-Ride vehicles
14. Manhattan Beach Hometown Fair and Manhattan Beach Open multi-year agreements
15. Adopting Policies and Procedures for Naming and Dedicating City Parks and Facilities

POLICE DEPARTMENT

1. Upgrading the Police Station's Video Security System
2. Upgrading Patrol In-Car Video Systems
3. Upgrading of Police Station Access Control System
4. Recruiting and Hiring to Achieve Full Staffing Levels

FIRE DEPARTMENT

1. Staff Training and Succession Development
2. Specialized Fire Ground Safety Training
3. Emergency Medical Services Training Compliance with Los Angeles County Department of Health Services mandates.
4. Fire Safety Public Education Initiative
5. Wellness Program Development
6. Explore Fire Department Emergency Medical Services (EMS) Delivery Model options

COMMUNITY DEVELOPMENT DEPARTMENT

1. Process Planning Applications (including project review, staff reports, resolutions, public hearings including chronic continuations, appeals, conditions of approval, and subdivision approvals)
2. Review Building Plans for Building Code Compliance and Zoning Regulations, Issue Building Permits, and Inspect Construction Projects
3. Major Development Projects (including Scout House)
4. Permitting System (EnerGov) Maintenance and Customization
5. Code Enforcement (including construction and quality of life impacts)
6. Review and Administration of Outdoor Facilities Permits and Sidewalk Dining Permits

PUBLIC WORKS DEPARTMENT

1. Capital Improvement Program Implementation
2. Complete the Wastewater Fund Rate Study
3. Senate Bill 1383 State Mandate Implementation Regarding Organic Waste
4. Upgrade the Supervisory Control and Data Acquisition (SCADA) System
5. Evaluate and Refine the Maintenance Inspection Program
6. Evaluate and Refine the Neighborhood Maintenance Worker Program
7. Re-establish the City's Interoperable Communications Radio Site
8. Water Conservation Program Implementation
9. Increase the Use of Local Groundwater Supplies
10. Implementation of Wastewater CCTV Inspection Program

INFORMATION TECHNOLOGY DEPARTMENT

1. Technology Infrastructure Modernization Initiatives (servers, storage, network)
2. Cyber Security Hardening Initiatives
3. Enterprise Application Upgrades and Enhancements (OnBase, GIS, EnerGov, etc.)
4. Broadcasting/AV Technology Analysis and Specification Development