

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. Bruce's Beach Plaques and Artwork
3. Development of Citywide Communications Strategy
4. Coyote Management and Response
5. November 8, 2022 General Municipal Election (City Councilmember Seats and Cannabis Initiatives)

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. Update of Financial Policies
4. Digital Water Meter Reader Administration

HUMAN RESOURCES DEPARTMENT

1. COVID-19 Prevention Plan Development and Implementation
2. Collective Bargaining Negotiations
3. Employee Reorganizations, Classification Changes, and Recruitments Following Significant Staffing Changes

PARKS AND RECREATION DEPARTMENT

1. Senior and Scout House Community Center Development
2. North End Surfboard Sculpture
3. Catalina Classic Sculpture
4. Manhattan Beach Education Foundation (MBEF) Donor Wall
5. Rainbow Gazebo at Polliwog Park
6. Manhattan Beach Middle School Pickleball Courts

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7. Field Upgrades —Begg, MBMS, and Marine
8. Partnership with MBUSD (including joint use agreement, field use, and district events — Senior Strand Walk, Bands at Polliwog)

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. COVID-19 Paramedic Response within Evolving COVID-19 Climate

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 Highrose Residential, Sunrise Assisted Living, Scout House, and 1701 Artesia Boulevard Projects)
4. Permitting System (EnerGov) Maintenance and Customization
5. Building Code Update (2022 California Building, Residential, Mechanical, Electrical, Plumbing, Energy, Existing and Green Building Standards adoption with local amendments)
6. Code Enforcement (including construction and quality of life impacts)
7. COVID-19 Outdoor Dining Program Administration and Management

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PUBLIC WORKS DEPARTMENT

1. Capital Improvement Program Implementation
2. Advanced Metering Infrastructure (AMI) Project Implementation
3. Correct Deferred Maintenance Issues Related to Park Maintenance and Citywide Landscaping
4. Storm Drain Master Plan Update
5. Sewer Fund Rate Study
6. Senate Bill 1383 State Mandate Implementation Regarding Organic Waste
7. Supervisory Control and Data Acquisition (SCADA) System Upgrade
8. Establishment of the Maintenance Inspection Program
9. Establishment of the Neighborhood Maintenance Worker Program
10. Re-establish the City's Interoperable Communications Radio Site
11. Water Conservation Program Implementation
12. Increase the Use of Local Groundwater Supplies
13. Implementation of Wastewater CCTV Inspection Program

INFORMATION TECHNOLOGY DEPARTMENT

1. Council Chambers AV & Broadcasting Upgrade
2. Granicus Encoder Replacement
3. Granicus GovDelivery Notification Implementation
4. Infrastructure Initiatives (including: Cybersecurity, Fiber and Bandwidth Expansion, Hardware/software Refreshment, Network Resiliency, Disaster Recovery and Hybrid Computing)
5. Geographic Information Systems (GIS) Upgrade
6. Microsoft M365 Implementation