

NOTABLE ACCOMPLISHMENTS



The list below summarizes projects and initiatives City of Manhattan Beach staff has accomplished since the last Work Plan update.

MANAGEMENT SERVICES DEPARTMENT

1. Continued to invest in the City's homeless response by renewing services for outreach and housing resources.
2. Held ribbon cuttings for the following projects: Surf Ascension Sculpture, Joslyn Community Center Crosswalk, and NFC Equipment at Polliwog Park.
3. Updated City's Records Retention Schedule and review of citywide records.
4. Completed November 2024 General Municipal Election.
5. Collaborated with IT for the City Council Chambers AV Upgrade project.
6. Completed a comprehensive update to the Boards and Commission Handbook and related Municipal Code sections.
7. Created a policy establishing general guidelines concerning City Advisory Committees.
8. Established an Oversized Vehicle Parking Permit Pilot Program.
9. Refreshed the City's social media accounts to encourage civic engagement, resulting in an increase of our audience by approximately 25%.
10. The Communications Team developed the Ocean Protection campaign aimed at raising public awareness and engagement around the City's stormwater projects.
11. Created "MB Monthly" email newsletter to streamline the announcement of major City events and initiatives to our email subscribers.
12. Successfully developed and hosted the City's first-ever Juneteenth celebration through collaboration with the Parks and Recreation Department and community partners, fostering cultural awareness, inclusivity, and civic engagement.
13. Launched "What's Happening Citywide", an internal newsletter to enhance employee engagement, improve communication across departments, and keep staff informed about key City initiatives, events, and accomplishments.
14. Led a comprehensive outreach effort to ensure residents and businesses were well-informed about the Lot 3 Parking Lot closure, utilizing multiple channels to provide clear updates, alternative parking options, and minimize disruptions.
15. Success of the Measure MMB sales tax initiative.

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FINANCE DEPARTMENT

1. Completed ERP (Financials, Payroll, Utility Billing, etc.) and Cashiering system upgrades.
2. Implemented new business licensing software with online portal and payment processing.
3. Implemented phase one of Financial Statement Builder.
4. Implemented Customer Self Service Portal for accounts receivable billing.
5. Contracted with California Department of Tax and Fee Administration (CDTFA) for implementation of new sales tax measure effective April 30, 2025.

HUMAN RESOURCES DEPARTMENT

1. Promoted four (4) employees and hired eight (8) Firefighter/Paramedics to support the staffing plan associated with the addition of a new Fire Department Rescue (Ambulance) with dedicated personnel.
2. Recruited and filled 70 full-time positions in Calendar Year 2024, including 38 new hires and 30 internal promotions or appointments.
3. Implementation of Workplace Violence Prevention Plan and related training.
4. Completed Customer Service and De-escalation Training and Annual Harassment Prevention Training.

PARKS AND RECREATION DEPARTMENT

1. Adoption of Parks and Recreation Strategic Plan for 2024-2027.
2. Partnered with Public Works to complete the installation of new Strand Parcourse and Polliwog Fitness Court equipment.
3. Completed Marine Field Turf Replacement and Begg Field and MBMS Field upgrades.
4. Partnered with the Manhattan Beach Library and local authors for new StoryWalk installations.
5. Provided and supported new Public Art, including 24 new utility boxes, 4 exhibitions and relocated "Egrets in Flight."
6. Completed Phase 4 of the Historical Collection Action Plan (digitization of historical newspapers and photographs).
7. Received \$400,000 in Los Angeles County grant funds for the Marine Turf Replacement Project.
8. Purchased two new Dial-A-Ride vehicles utilizing a \$462,600 transportation grant.

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9. Installed six new public murals, including Fire Station 1 and the Comfort Station by the pier.
10. Completed CIP project with Public Works at Live Oak Ceramics with the installation of a new pottery kiln and kiln complex.

POLICE DEPARTMENT

1. Hiring & recruitment efforts in full swing – 12 new full-time employees hired, six part-time employees hired, and six internal promotions since February 2024.
2. Conducted numerous organized retail theft operations.
3. Increased Bicycle Patrol Team deployments and expanded our fleet of police bicycles.
4. Awarded \$75,000 Office of Traffic Safety Grant.
5. Awarded \$80,000 State Homeland Security Grant.
6. Hosted events to promote community engagement, including Coffee with a Cop, Ice Cream Cones with a Cop, Trunk or Treat, Community Police Academy, Senior Community Police Academy, and Town Hall Meetings.
7. Completed the action items related to the 2023-2024 Police Department Strategic Plan.
8. Celebrated the Police Department's 100-year anniversary with vintage-style patches.
9. Donned pink uniform patches in October in honor of Breast Cancer Awareness Month.

FIRE DEPARTMENT

1. Hired eight new Firefighters/Paramedics.
2. Addition of a Deputy Fire Chief position.
3. Adoption of the Local Hazard Mitigation Plan (LHMP).
4. Completed 100% of State mandated fire inspections.
5. Deployment of Paramedic Rescue 22.

COMMUNITY DEVELOPMENT DEPARTMENT

1. Oversaw construction activity including: 1,654 issued building permits and 16,579 inspections.
2. Opened 631 new code enforcement cases and closed 745 cases.
3. Processed 264 discretionary planning entitlement applications (coastal development permits, use permits, minor exceptions).
4. Issued 876 right-of-way permits, traffic control plans, pod permits, temporary loading zones, moving van and oversized vehicle permits.

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5. Filled seven full-time and two part-time vacancies and promoted three employees within the department.
6. Digitized 147,570 pages of records resulting in the destruction of 226 boxes of records.
7. Enrolled and certified 10 new local businesses in the Green Business Program.
8. Finalized the draft Climate Action and Adaptation Plan.
9. Obtained certification of the Local Coastal Plan Coastal Hazards Chapter by the California Coastal Commission.
10. Achieved Gold Level Recognition in the South Bay Energy and Climate Recognition Program for the City's energy efficiency and climate-related efforts.
11. Implemented the Citywide Oversized Vehicle Permit Program and sign installation.
12. Collaborated with other Departments in the City's response to the Parking Lot 3 emergency.
13. Created 90 new public parking spaces in Downtown to replace parking lost due to the closure of Parking Lot 3.
14. Administered and managed a Summertime Shuttle service and a Holiday Fireworks Event Shuttle service during the closure of Parking Lot 3.

PUBLIC WORKS DEPARTMENT

1. Coordinated the City's response to the Parking Lot 3 emergency and successfully demolished the facility in 17 working days.
2. Completed the Joslyn Center Crosswalk Improvement Project.
3. Completed the Ceramic Studios Kiln Installation Project.
4. Completed the Polliwog Park Fitness Station Replacement Project.
5. Completed the 116 9th Street Demolition Project.
6. Completed the Citywide Concrete Repairs Project – Cycle 2 Project.
7. Completed the Tree Grate Replacement Project in Downtown and North Manhattan Beach.
8. Completed the Water Service Line Inventory Project in compliance with US EPA regulations.
9. Established the City's cross-connection controls ordinance.
10. Implemented the Neutral Output Discharge Elimination System (NO-DES) Flushing Program.

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INFORMATION TECHNOLOGY DEPARTMENT

1. Upgraded primary Internet circuit speed.
2. Acquired and started implementing network equipment refresh project and continue to expand the enterprise storage capacity.
3. Upgraded City applications such as Enterprise Permitting, Enterprise Resource Planning, Cashiering, and Business Licensing.
4. Upgraded Geographic Information Systems (GIS) online applications and redesigned backend support infrastructure.
5. Implemented additional cybersecurity layers.
6. Upgraded the audio-video and broadcast technology in the City Council Chambers.
7. Replaced City multifunction printers in City facilities.
8. Implemented Phase 1 and 2 of Microsoft 365 Office Suite and Teams collaboration tools.
9. Trained City staff on Microsoft 365 Office Suite and collaboration tools.