

MANAGEMENT SERVICES ITEMS

PENDING CITY COUNCIL REQUESTS	
1.	Discuss the Process for Placing Items on Future City Council Agendas by Councilmembers (LOW)

CITY COUNCIL WORK PLAN	
1.	City Council Governance Policy & Manual
2.	Homeless Court Diversion Program
3.	Evaluation of Opportunities for the City's Involvement in the 2026 FIFA World Cup and 2028 Summer Olympic Games

DEPARTMENT WORK PLAN	
1.	Enhance the Municipal Code to increase transparency and user experience, including the addition of the Local Coastal Program and General Plan.
2.	Evaluation of the Public Records Request portal and streamlining public access to online records.
3.	Preparations to conduct the 2026 General Municipal Election.
4.	Acquisition and implementation of a centralized citywide contract management system.
5.	Maintenance of ongoing homelessness initiatives.
6.	Maintenance of the City Council Work Plan and related documents.
7.	Review of legislation impacting the City in conformance with the City's Legislative Platform.
8.	Collaborate with legislators on potential bills to protect the City's interests.
9.	Creation and maintenance of ongoing employee engagement initiatives.
10.	Implement the Teams Governance Committee to implement changes to internal communication platform.
11.	Enhancements to the City website and email communications.

MANAGEMENT SERVICES ITEMS

DEPARTMENT WORK PLAN CONT'D

12.	Collaborate with the Community Development Department to notify and engage the community regarding Project Pulse.
13.	Collaborate with the Public Works Department on an informational campaign regarding the Pacific Gravity Line Project.
14.	Collaborate with the Fire and Police Departments to initiate an educational campaign encouraging residents to sign-up for Alert South Bay emergency messages.
15.	Planning and development of the State of the City with the Chamber of Commerce.
16.	Providing support to the City Council in the development of initiatives and policies as needed.
17.	Ensuring compliance with SB 707 regarding meeting and teleconference requirements.

FINANCE ITEMS

PENDING CITY COUNCIL REQUESTS	
1.	Explore Opportunities to Assist the Owner of the Previously Approved Commercial (Hotel and Retail/Office) Project at 600 South Sepulveda Boulevard (LOW)
2.	Provision of an Annual Informational Item to City Council Regarding the Fiscal Impacts of Holiday Parking Meter Bagging (LOW)

CITY COUNCIL WORK PLAN	
1.	Revenue Enhancements
2.	Parking Authority Study

DEPARTMENT WORK PLAN	
1.	Review and update Finance-related Municipal Code sections, including § 6.01 Business Licensing Regulations and § 8.20 Uniform Hotel/Motel Occupancy Tax.
2.	Simplify, clarify and modernize the Business License Tax Structure to be more fair and equitable while maintaining long-term fiscal sustainability.
3.	Implementation of online processing platform for Hotel and Short-Term Rental Transient Occupancy Taxes.
4.	Conduct audits on City Land Lease agreements and significant taxpayers of Hotel and Short-term Rental Transient Occupancy Taxes.
5.	Analyze and update City Ground Leases and potential amendments.
6.	Development of a Citywide program for grant and project tracking and communication.
7.	Provide financial analysis for capital projects, including the Scout House and downtown opportunity sites (400 MBB and Lot 3), and identify potential funding options.
8.	Implement Development Impact Fee Program as approved by the City Council in February 2026.

FINANCE ITEMS

DEPARTMENT WORK PLAN CONT'D

9.	Address new accounting standards (i.e. GASB 102, 103 and 104) and upgrade payroll processes to address recent changes in tax laws (e.g. Federal "No Tax on Overtime").
10.	Continue development of training materials for financial processes and procedures for new employees and existing users.

PARKS AND RECREATION ITEMS

PENDING CITY COUNCIL REQUESTS	
1.	Discuss the City's Plans to Celebrate America's 250th Anniversary (HIGH)
2.	Discuss the Exploration of Additional Space Options for Older Adults Programming, Including Potential Staff Costs (LOW)

CITY COUNCIL WORK PLAN	
1.	Public Art Program & New Art Initiatives
2.	Assessment of Historical Artifacts and Structural Review of Historical Beach Cottage
3.	Explore Repurposing Pay N Play
4.	Explore Aquatics Facility
5.	Library Commission Programs

DEPARTMENT WORK PLAN	
1.	Development of the Senior and Scout House Community Center.
2.	Implementation of the Parks and Recreation Department 2024-2027 Strategic Plan.
3.	Implementation of a Public Art Maintenance Program based on the Public Art Collection Survey.
4.	Development of 2026 Juneteenth events.
5.	Oversee completion of the Bruce's Beach Art Project.
6.	Explore activities to enhance FIFA experience for residents.
7.	Explore enhancements for the City's future Veteran's Day ceremonies.
8.	Explore activities to enhance Olympic experience for residents.
9.	Collaborate with LoveMB to identify potential alternative funding sources to support ongoing operations.
10.	Replacement of the current activity registration software.

COMMUNITY DEVELOPMENT ITEMS

PENDING CITY COUNCIL REQUESTS	
1.	Discuss Potential Safety Measures on Sepulveda Boulevard (HIGH)
2.	Direct the City Traffic Engineer to Evaluate Traffic Mitigation Options for 2nd Street Per the City's Neighborhood Traffic Management Program Process (HIGH)
3.	Discuss Implementing a Phased Approach for the Previously Approved Commercial Parking Permit Rates, Associated Fiscal Impacts, and the Formula Used to Determine the Oversubscription of the Permits (MEDIUM)
4.	Discuss the City's Parking Pad Policy (MEDIUM)
5.	Discuss the Use of a Shuttle Service in the City (LOW)
6.	Discuss Offering Building Permit Discounts to Qualified Older Adults for Aging in Place Projects (LOW)

CITY COUNCIL WORK PLAN	
1.	Modernize Parking Standards
2.	Long-Term Outdoor Dining and Business Uses on Public and Private Property
3.	Project Pulse
4.	Exploration of Parking and Complete Street Opportunities Adjacent to the Joslyn Community Center and Live Oak Park
5.	Exploration of Rear Yard Setback Regulations for Accessory Structures in Single-Family Residential Zones (COMPLETE)

DEPARTMENT WORK PLAN	
1.	Continue to process Plan Check reviews in a timely manner and continue to find and implement additional efficiencies to further reduce plan check turnaround times.
2.	Lead interdepartmental implementation of Climate Action and Adaptation Plan strategies.
3.	Oversee major development projects.
4.	Process planning applications (including project review, environmental review, staff reports, resolutions, public hearings including continuations, appeals, conditions of approval, subdivision approvals, and condition compliance).
5.	Review building plans for Building Code compliance and Zoning Regulations, issue building permits, and inspect construction projects.
6.	Conduct preliminary planning and zoning conformance reviews for major development applications, particularly high-density residential projects utilizing State Density Bonus Law.

COMMUNITY DEVELOPMENT ITEMS

PENDING CITY COUNCIL REQUESTS CONT'D

7.	Discuss Working with the South Bay Cities Council of Governments to Explore Public Transportation Coordination with El Segundo, Hermosa Beach, and Redondo Beach (LOW)
8.	Discuss a Community Tree Planting Event Around Earth Day (LOW)

DEPARTMENT WORK PLAN CONT'D

7.	Conduct public outreach and engagement, and communicate with the development community, related to projects proposed in the new Residential Overlay District.
8.	Maintenance and continued optimization of the City's permitting system (EnerGov).
9.	Code enforcement (including construction and quality of life impacts).
10.	Facilitate the review and administration of Outdoor Facilities Permits and Sidewalk Dining Permits.
11.	Oversee the implementation of the Citywide Parking Management Study parking strategies.
12.	Oversee Green Business Program.
13.	Oversee Energy Efficiency and Conservation Block Grant to fund installation of six public electric vehicle chargers at Marine Avenue Park.
14.	Provide traffic engineering analysis and support for capital improvement projects.
15.	Manage and prepare files (purge, separate by type, organize and box up) to send off-site for vendor to digitize prior to uploading into the City's document management system, OnBase and upcoming transition to Laserfiche.

16.	Implement 6th Cycle Housing Element programs and policies.
17.	Updates and maintenance of the Zoning Code and Local Coastal Program.
18.	Implement traffic calming measures through Neighborhood Traffic Management Plans.
19.	Complete a pedestrian safety evaluation study of Sepulveda Boulevard and implement recommended measures.
20.	Explore LEED for Cities and Communities certification.
21.	Provide environmental review assistance to other departments.
22.	Complete transition of department files from local servers to SharePoint Online.

PUBLIC WORKS ITEMS

PENDING CITY COUNCIL REQUESTS	
1.	Discuss the Deposit Submitted by Michael Zisliss for the Installation of a Trash Enclosure at Brewco. Due to Potential Changes in the City's Trash Enclosure Requirements Since the Deposit Was Made (MEDIUM)
2.	Discuss Polliwog Pond Water Quality Enhancements (LOW)

CITY COUNCIL WORK PLAN	
1.	Downtown and North Manhattan Beach Beautification
2.	Parking Meter & Kiosk Exploration
3.	Community Education Regarding Recycling and It's Relation to Organic Waste

DEPARTMENT WORK PLAN	
1.	Implementation of the Capital Improvement Program.
2.	Manage operations of the new water treatment plant and continue to increase the use of local groundwater supplies.
3.	Enhance the Supervisory Control and Data Acquisition (SCADA) system by including updated cybersecurity measures.
4.	Advance the Water Conservation Program to reflect upcoming regulatory requirements.
5.	Continue to evaluate and refine the Urban Forestry Program.
6.	Continue the Wastewater CCTV Inspection Program on a 5-year completion cycle per the updated Sewer System Management Plan.
7.	Enhancement of the Water System Flushing Program to incorporate a modeled and engineered approach.
8.	Initiate the procurement effort for the next Wastewater Master Plan.
9.	Construction of the 28th Street Stormwater Infiltration Project to improve stormwater treatment and protect the Santa Monica Bay ocean water quality.

PUBLIC WORKS ITEMS

DEPARTMENT WORK PLAN CONT'D

10.	Manage the design and construction work effort to redevelop two City owned properties at 400 Manhattan Beach Boulevard and Parking Lot 3 based on City Council's decision on conceptual development options.
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POLICE DEPARTMENT ITEMS

PENDING CITY COUNCIL REQUESTS	
1.	Discuss Pursuing an E-Bike Pilot Program to Allow for Enhanced Enforcement (HIGH)
2.	Discuss the Exploration of an Earlier Closure Time of the Upper Pier Parking Lots to Mitigate Noise, Graffiti, and Related Nuisances (LOW)
3.	Discuss a Review of the City's Current Coyote Procedures (LOW)

CITY COUNCIL WORK PLAN
None.

DEPARTMENT WORK PLAN	
1.	Continue to diligently recruit and hire to achieve full staffing levels.
2.	Implement Drone as First Responder Program.
3.	Implement Computer-Aided Dispatch and Records Management System Replacement Project.
4.	Address e-bike regulations by advocating the State legislature and conducting community outreach, enforcement, and education.
5.	Implement the action items of the 2025-2028 Police Department Strategic Plan.
6.	Prepare for FIFA World Cup by enhancing regional and federal partnerships and developing operational plans.
7.	Improve interoperability through the deployment of new all-band radios.
8.	Implement Fusus Community Camera Registration Program & Business Camera Connect Program.
9.	Enhance DUI enforcement by implementing mobile intoxilyzers/breathalyzers for suspected DUI drivers
10.	Explore the feasibility of a Real Time Information Center (RTIC).

POLICE DEPARTMENT ITEMS

DEPARTMENT WORK PLAN CONT'D

11.	Upgrade the Police Station's Video Security System.
12.	Upgrade the Police Station Access Control System.
13.	Explore additional locations for cameras & ALPRs.
14.	Augment/expand the Department's Victim Assistance Program.
15.	Ensure MBPD's website is user-friendly and effectively presents information.
16.	Provide Unified Response to Violent Incidents (URVI) Training to Police employees, in partnership with the Fire Department.

FIRE DEPARTMENT ITEMS

PENDING CITY COUNCIL REQUESTS	
1.	Discussion Regarding Emergency Shelter Solutions in the City (HIGH)

CITY COUNCIL WORK PLAN
None.

DEPARTMENT WORK PLAN	
1.	Develop and implement comprehensive staff training programs and a structured succession planning framework.
2.	Replace the existing dispatch software system, including upgrades to database management and full CAD integration.
3.	Develop and implement a comprehensive Mental Health and Wellness Program for Fire Department personnel.
4.	Implement cancer-prevention initiatives, including enhanced screening, testing protocols, and updated policy guidelines.
5.	Develop a Continuity of Operations Plan (COOP) applicable to all City departments.
6.	Complete a comprehensive Fire Department Policy Manual to ensure operational consistency and compliance.
7.	Develop, train, and maintain a five-member Fire Department Color Guard Team.
8.	Implement a Unified Response to Violent Incidents (URVI) program, including policy development and command- and operational-level training.
9.	Initiate the methodology and foundational work for a Strategic Plan and Standard of Coverage (SOC).
10.	Establish risk assessments and operational plans in preparation for the FIFA World Cup.