CITY OF MANHATTAN BEACH

SIX-MONTH STRATEGIC OBJECTIVES

23 January 2013 through 15 July 2013

Updated: May 2, 2013

THREE-YEAR GOAL: MAINTAIN AND ENHANCE FINANCIAL STABILITY						
WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. May 1, 2013	Community Development Dir.– lead, Finance Dir., Public Works Dir.	Recommend to the City Council the parameters of a Sepulveda project and whether or not to proceed.	X			Discussed at the Joint Planning Commission/City Council meeting on April 30, 2013. Staff will proceed as directed.
2. At the March 6, 2013, City Council meeting	Public Works Director and Parks and Re Director	Present to the City Council for action plans and specs for the AYSO (youth soccer) synthetic field.	X			Report was approved by the City Council on March 6, 2013.
3. March 1, 2013	City Manager	Request proposals from grant writing firms for development of a database and grant writing tracking system that will help the city access federal, state and foundation grant opportunities.	X			Staff has received proposals from several grant management firms and is currently evaluating the proposed services.
4. No later than the March 6, 2013, City Council meeting	City Manager	Present to the City Council for consideration, fiscally-responsible multi-year labor agreements with the Police Assn., Fire Assn. and Teamsters.	X			Report was presented to the City Council on the March 6, 2013, agenda.
5. June 18, 2013	City Manager	Present to the City Council for action terms and conditions for employment of management and confidential employees in connection with labor negotiations.			X	City Council is meeting in Closed Session to discuss this item.
6. At the May 7, 2013, City Council meeting	City Manager, working with the Department Heads	Present to the City Council for consideration a balanced operating budget with a focus on operational efficiencies, including additional CIP (Capital Improvement Program) allocations.	X			This is included on the May 7, 2013, City Council agenda. The CIP process is being bifurcated from the operating budget. CIP to begin in the summer.
7. By the July 2, 2013, City Council meeting	Finance Director –lead, City Mgr., and Public Works Dir.	Present to the City Council for action alternative funding for existing Street Lighting and Landscaping District, stormwater utility, and streets and sidewalks.		X		
8. At the July 16, 2013, City Council meeting	City Manager – lead, and Department Heads	Present a report to the City Council on the status of grant funding.		X		

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SIX-MONTH STRATEGIC OBJECTIVES

23 January 2013 through 15 July 2013

Updated: May 2, 2013

THREE-YEAR GOAL: INCREASE ORGANIZATIONAL EFFECTIVENESS AND EFFICIENCY						
GOAL DATE	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. At the May 21, 2013, City Council meeting	City Attorney	Present to the City Council for action procedures and policies for City Council-appointed committees, including oversight, direction and control.			X	This item is now scheduled for a the May 21, 2013, City Council agenda.
2. By the April 16, 2013, City Council meeting	HR Director, working with Dept. Heads	Present for City Council review the impact of reduced part-time hours for the performance of city programs (960 hour policy) as well as the financial impact of health care reform and benefits required by law.	X			This report was a receive and file report on the April 16, 2013, City Council
3. April 16, 2013, City Council meeting	Finance Dir., with input from a consultant, the public and department heads	Assess the city's technology needs and develop and present to the City Council for action an Information Technology Master Plan, including funding	X			This item was on the April 16, 2013, City Council agenda. First year projects have been included in the proposed FY2013-2014 budget.
4. By the July 16, 2013, City Council meeting	Community Dev. Dir., with input from the Planning Commission	Provide a status report on the Mansionization Ordinance with recommended changes, if needed, to the City Council for consideration.			X	Planning Commission hearings on January 23rd, February 27th, and May 8th .
5. By June 4, 2013	Fire Chief and City Manager	Present to the City Council a recommendation for action regarding potential Fire Dept. resource sharing and cost saving opportunities as provided in the Jan 15 White Paper.		X		
6. By the June 18, 2013, City Council meeting	Community Development Director	Present to the City Council for consideration residential construction rules and potential improvements regarding notices to workers and neighbors.		X		
7. July 15, 2013	Finance Director and City Manager	Present to the City Council a report comparing contract vs. in-house city attorney efficiencies and costs.		X		

CITY OF MANHATTAN BEACH

SIX-MONTH STRATEGIC OBJECTIVES

23 January 2013 through 15 July 2013

Updated: May 2, 2013

THREE-YEAR GOAL: MAINTAIN AND ENHANCE CITY FACILITIES, PROGRAMS AND INFRASTRUCTURE						
GOAL DATE	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. At the Apr. 2, 2013, City Council meeting	Parks and Rec Director	Present to the City Council for action a RFP for a Parks, Open Space and Landscape Master Plan.	X			This item was on the April 2, 2013, City Council agenda. No action was taken.
2. May 7, 2013	Public Works Dir.	Recommend to the City Council for action a revision to the CIP process to get City Council input earlier.	X			This is included with the FY2013-2014 Budget on the May 7, 2013, City Council agenda.
3. May 7, 2013	Parks and Rec Dir.	Research the establishment of a Fab Lab, including components, budget and potential programs and present to the City Council as a part of the budget process.		X		
4. July 16, 2013	City Manager	Propose to the City Council for action an MOU regarding replacing the Scout House with a new facility serving older adults and Scouts.			X	Representatives from the Scouts have requested more time.
5. At the May 7, 2013, City Council meeting	City Attorney and Public Works Director	Present to the City Council for action an ordinance banning polystyrene food packaging.	X			This item is included on the May 7, 2013, City Council agenda.
6. At the June 4, 2013, City Council meeting	City Attorney and Public Works Director	Lead a discussion with the City Council regarding Tobacco Control and the National Pollutant Discharge Elimination System.			X	A town hall meeting was held on April 15, 2013. Staff is preparing an ordinance for City Council consideration on the June 4, 2013, City Council agenda.
7. At the June 18, 2013, City Council meeting	Public Works Dir.	Present to the City Council for action the Veterans Parkway Master Plan.		X		Three public meetings were held to discuss the project, gather input from the community, and receive comments on the planning documents.
8. April 5, 2013; May 7, 2013	City Attorney	Provide reports to the City Council on 1) laws and best practices regarding locations for cellular sites and 2) removal of abandoned utility wires and satellite dishes.			X	1) A memo regarding cellular sites has been distributed to the City Council. 2) A report on satellite dishes is included on the May 7, 2013, City Council agenda.
9. At the June 18, 2013, City Council meeting	Public Works Dir. and a consultant	Having inventoried the trees, funding, and timeline needed, present to the City Council for action a Tree Master Plan.		X		The Tree Master Plan is dependent on the Tree Inventory. Following completion of the inventory, a Master Plan will be considered.
10. At the July 18, 2013, City Council meeting	Community Development Dir.	Clarify with the City Council the tree requirements for walk streets, including view obstruction and grandfathering issues.			X	Parking and Public Improvements Commission conducted hearings on February 28th and March 28th.
11. August 6, 2013	Public Works Dir.	Assess the City's facilities, including costs to maintain and improve current facilities, and report results to the City Council.		X		The contract for a consultant to prepare the Facilities Assessment is included on the May 7, 2013, City Council agenda.
12. FUTURE OBJECTIVE August 1, 2013	Public Works Dir.	At a City Council work session, review with the City Council the Facilities Strategic Plan and identify the next steps to update the Plan.		X		

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THREE-YEAR GOAL: ENCOURAGE ENGAGEMENT AND INCREASE PARTICIPATION OF RESIDENTS AND BUSINESSES						
GOAL DATE	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. At the March 19, 2013, City Council meeting	City Manager and Council Member David Lesser	Recommend to the City Council for action a proposed collaboration with the Institute for Local Government on public engagement capacity building.			X	This item is on hold due to a staffing situation at the Institute for Local Government.
2. On March 21, 2013	City Manager, working with a facilitator	Conduct a teambuilding and training workshop with the City Council and department heads to increase engagement with each other and the public and effective meeting management.	X			The teambuilding meeting was held March 21st in the Police/Fire Conference Room.
3. July 15, 2013	Each City Council member, working with their school(s)	Hold at least one community meeting.		X		
4. July 15, 2013	City Clerk – lead, Finance Dir., City Attorney	Implement E-Comment and CivicIdeas through Granicus software to allow electronic public comment on City Council issues.		X		
5. July 15, 2013	Finance Dir., working with Dept. Heads, the City Attorney, and Information System staff	Identify social media sources (e.g., local cable, Facebook, Twitter) for the city to use to increase communication and interaction with residents and businesses and recommend to the City Council for action a Social Media Policy.		X		
6. FUTURE OBJECTIVE	Parks and Rec Dir., working with the City Clerk and Finance Dir.	Hold at least three classes for the community on Navigating the City of Manhattan Beach's Website, including City Council agenda review.		X		