



MANAGEMENT SERVICES

\$3.7 million | 15 Full-Time Employees



Responsible for the general administration and operation of the City. Develops and sets policies, approves programs, maintains City records, and appropriates funds. Identifies and implements special projects, such as the City's Homelessness response.



Citywide Service Delivery

Manages and coordinates citywide service delivery efforts by providing strategic direction, work plan development and oversight.



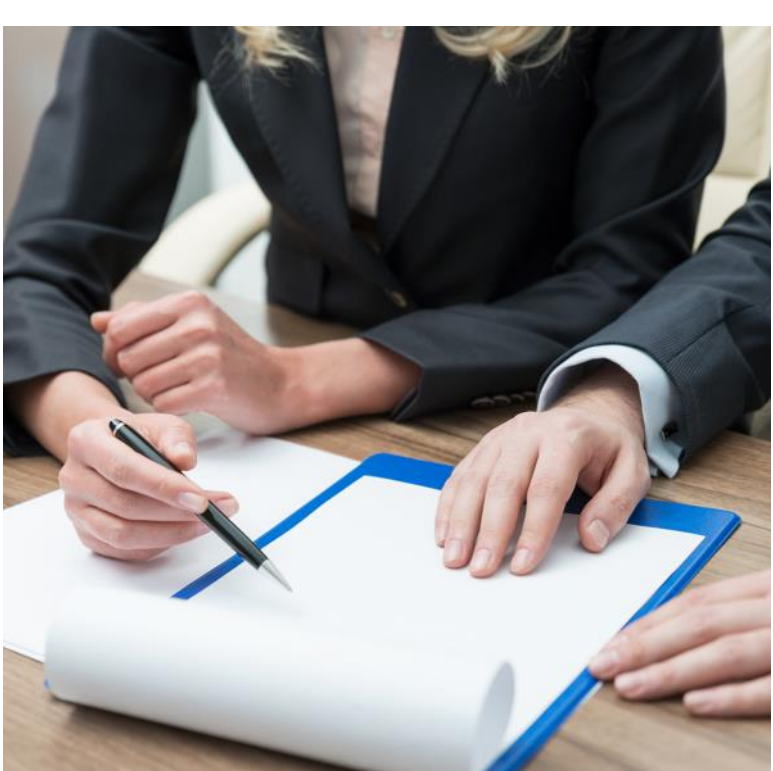
Homelessness

Oversees the implementation of the City's Homelessness response to help provide information to residents and effective services to assist individuals with achieving housing stability and self-sufficiency.



Transparency & Elections

Ensures that open and effective government standards are in place to secure public trust by providing public records and conducting municipal elections.



Legislative Analysis

Provides legal advice and drafts ordinances, resolutions, and agreements in accordance with Municipal Law.



FINANCE & HUMAN RESOURCES

FINANCE

\$4.0 million | 18 Full-Time Employees

Budget & Reporting

\$3.3 million | 15 Full-Time Employees

Maintains the general ledger, accounts payable and payroll. Serves as the liaison between the City and its external auditors. Processes invoices, business and animal licenses, cash controls, and the collection, reconciling, and reporting of City revenues.

Procurement & Contracting

\$0.7 million | 3 Full-Time Employees

Purchases and manages the acquisition of materials and contracted services utilizing competitive processes and cooperative purchasing contracts. Monitors departmental expenditures through the City's Purchasing card system.

HUMAN RESOURCES

\$7.7 million | 8 Full-Time Employees

Employee Recruitment & Relations

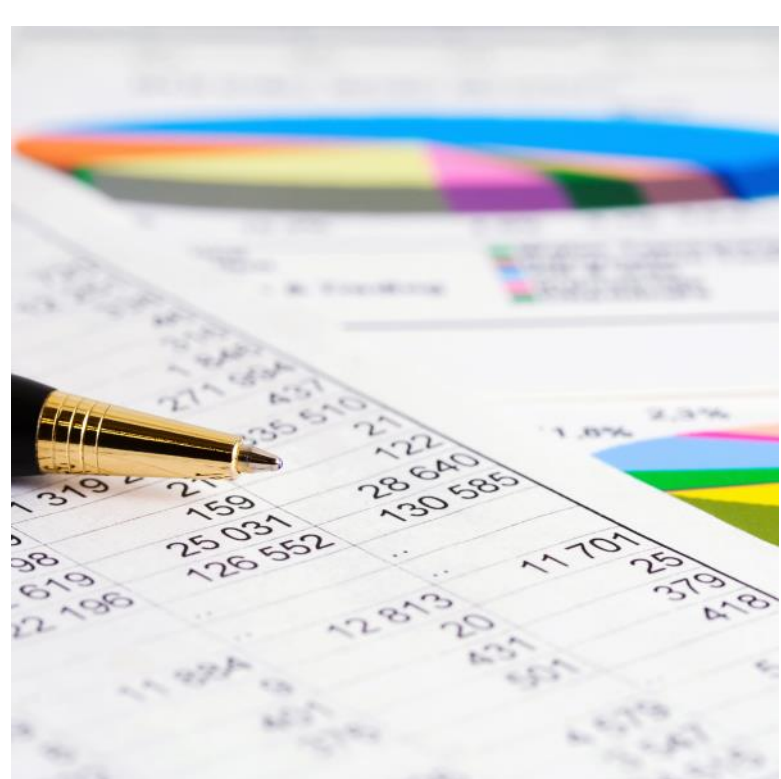
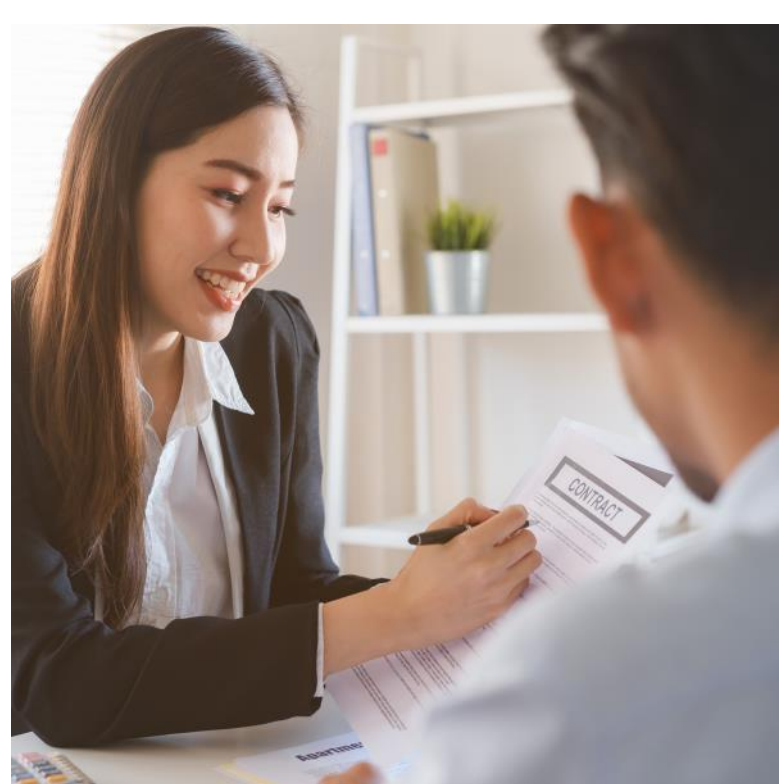
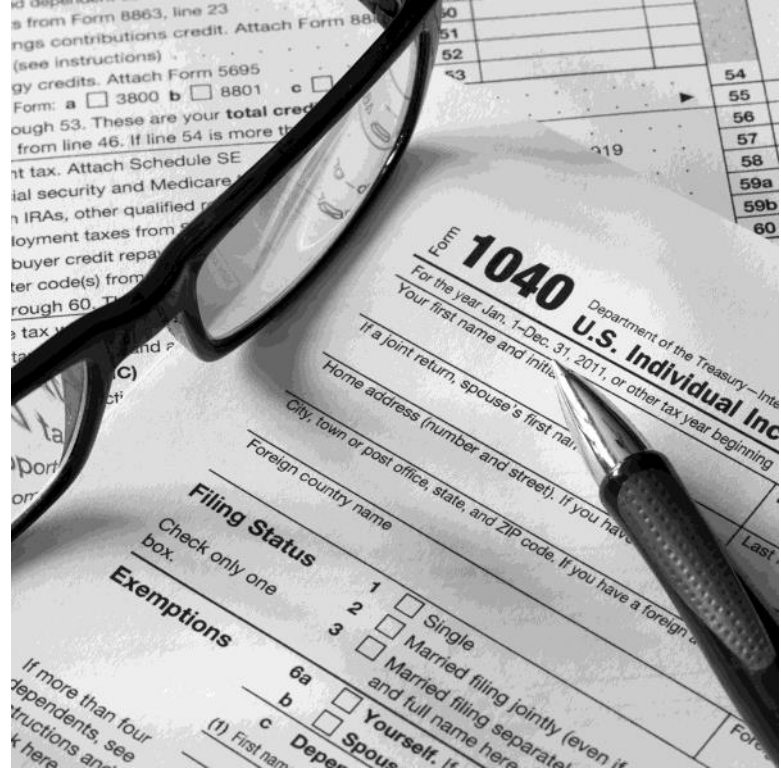
\$1.2 million | 5 Full-Time Employees

Provides support and services for employee recruitment and selection, classification and compensation, labor relations, training, policy development, and labor compliance.

Risk Management

\$6.5 million | 3 Full-Time Employees

Oversees general liability, workers' compensation, property insurance, unemployment claims, employee health benefits programs, safety training, professional development programs and other wellness initiatives.





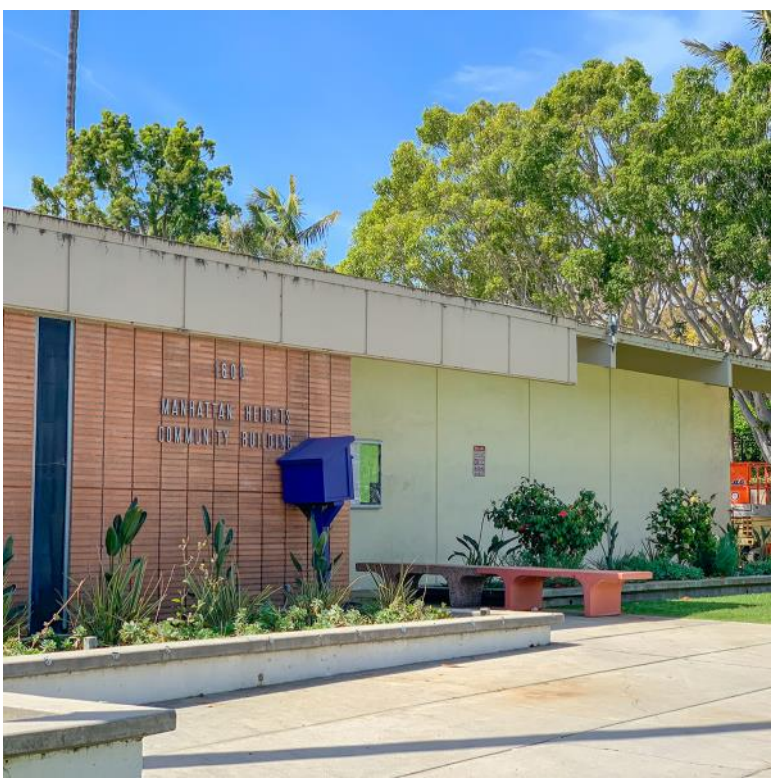
PARKS & RECREATION

\$9.5 million | 25 Full-Time Employees

Recreation Services

\$4.9 million | 11 Full-Time Employees

Oversees all operating functions of the Department including Parks and Recreation, Library and Cultural Arts Commissions; community special events; specialty classes; nature and outdoor recreation activities; facilities, park and field reservations and operations; REC Programs; Teen Center activities; and the joint-use agreement with MBUSD and provides vision, direction, and support resources to Department staff and City Council.



Sports & Aquatics

\$1.9 million | 4 Full-Time Employees

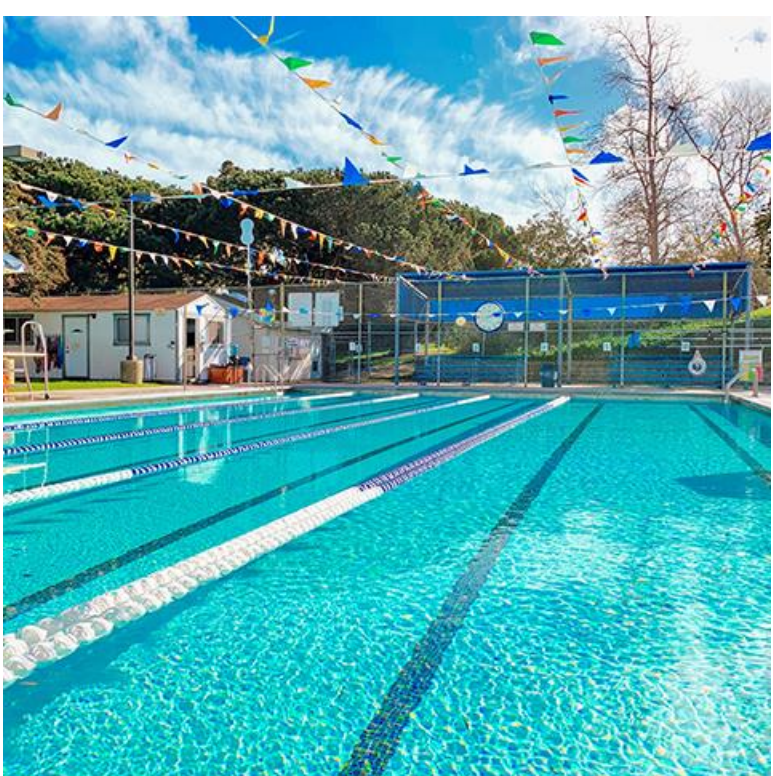
Manages sports and fitness classes, camps, leagues and tournaments; beach and swim programs



Community Programs

\$1.8 million | 7 Full-Time Employees

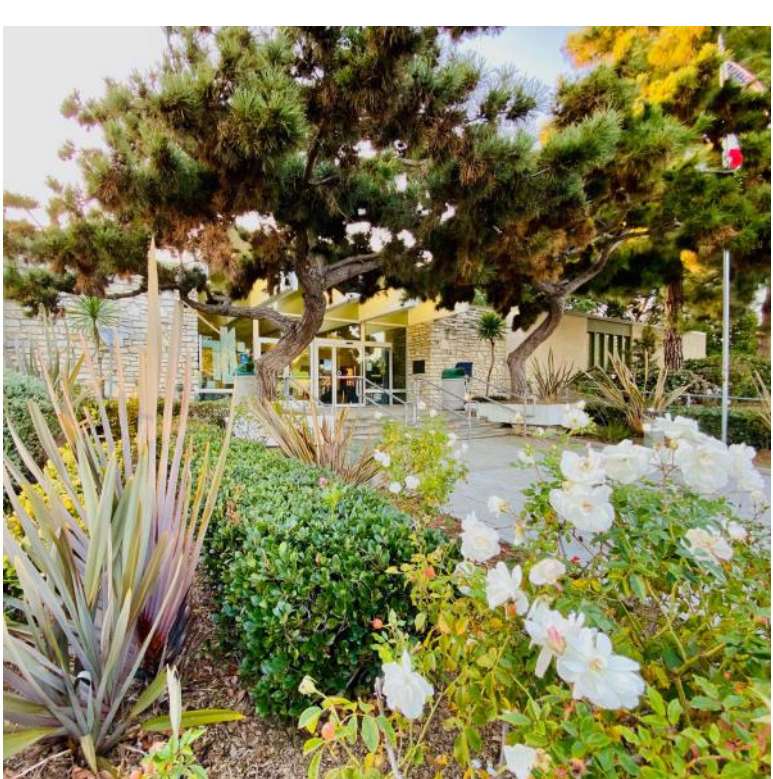
Provides activities and services related to health and fitness, arts and crafts, table games, outdoor activities, drama, literature, movies, creative writing, educational programs, discussion groups, luncheons and dances in coordination with the Senior Advisory Committee. Includes Dial-A-Ride Transportation services.



Cultural Arts

\$0.9 million | 3 Full-Time Employees

Develops and presents visual, literary, musical, performing and public art programs and exhibitions throughout the City.





POLICE DEPARTMENT

\$29.1 million | 108 Full-Time Employees

Patrol & Investigations

\$13.3 million | 52 Full-Time Employees

Uniformed patrol officers and field operations, including fleet, K-9 program, SWAT, crisis negotiation, bike patrol, beach patrol, CSI, and field training along with investigations, School Resource Officers, regional crime suppression taskforce participation, and court liaison.

Police Services & Support

\$11.0 million | 31 Full-Time Employees

Management of law enforcement services, strategic planning, training, community affairs, and volunteer programs. Jail, 9-1-1 dispatch services, and technical support services, including, processing police reports, public records requests, property and evidence, front desk staffing, field support services, and department-wide technologies.

Parking Enforcement & Animal Control

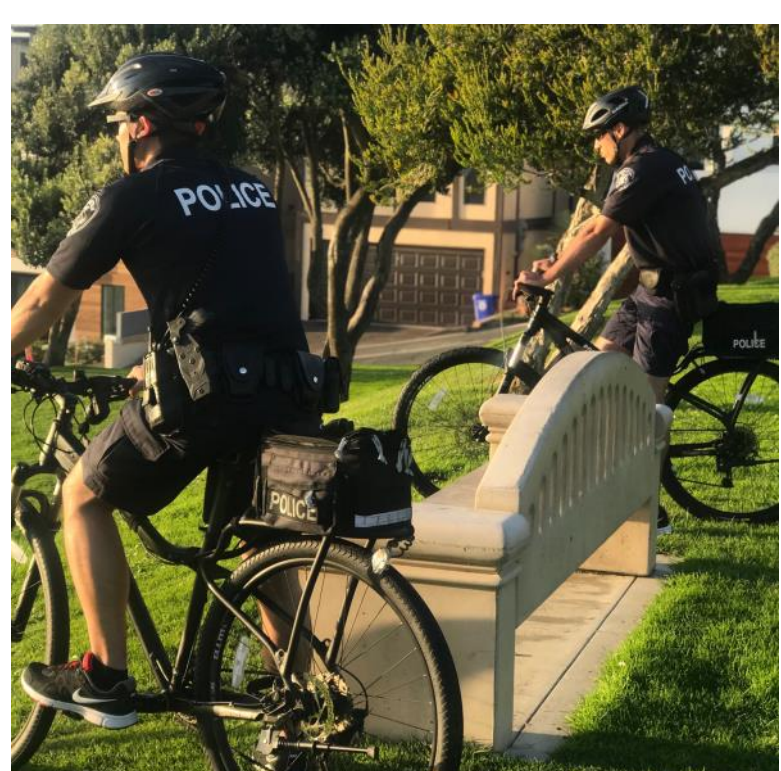
\$2.4 million | 18 Full-Time Employees

Enforcement of parking regulations, field support during routine and critical incidents, and enforcement of municipal code violations along with animal control, handling of animal welfare incidents, providing safe return of lost animals, and animal sheltering services.

Traffic Safety

\$2.4 million | 7 Full-Time Employees

Traffic control and crowd management at special events, collision investigations, crossing guard program, and traffic enforcement and education.





FIRE DEPARTMENT

\$14.4 million | 31 Full-Time Employees



Fire Operations

\$10.6 million | 21 Full-Time Employees

Safeguards Manhattan Beach citizens and visitors by acting as the first responders to all emergencies including structure fires, brush fires, accidents, vehicle extractions, chemical hazards, toxic conditions, and commercial alarms. Provides staff, expertise, and coordination for ocean rescue and search and rescue operations.



Emergency Medical Services

\$2.4 million | 7 Full-Time Employees

Manages certified paramedics and medical supplies, along with providing coordination for the City's ambulance operator program and medical assist calls.



Fire Prevention

\$0.9 million | 2 Full-Time Employees

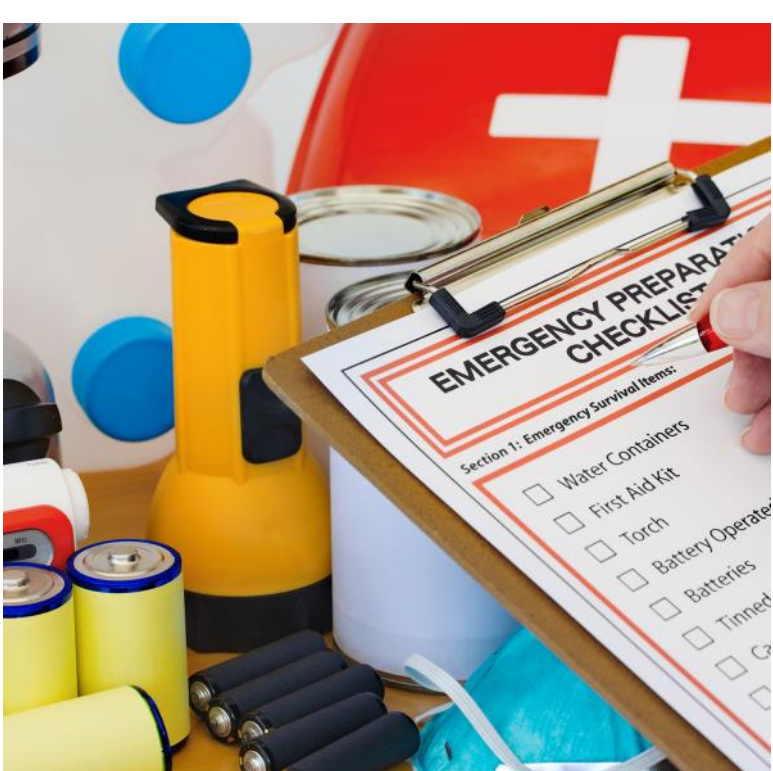
Provides protection to people and property through the enforcement of the Fire Code, plan checks, issuance of permits, permit inspections, building inspections, volunteer programs, and public education.



Emergency Preparedness

\$0.5 million | 1 Full-Time Employee

Manages emergency services disaster mitigation training, emergency preparedness and recovery, Community Emergency Response Team (CERT), advanced first aid training, communications, and alarm notification systems.





COMMUNITY DEVELOPMENT

\$6.3 million | 30 Full-Time Employees

Building, Planning & Zoning

\$4.7 million | 23 Full-Time Employees

Planning and Building staff help shape the built environment through permit processing, plan review and inspection for all construction throughout the City. Staff reviews discretionary land use applications such as use permits, variances and coastal development permits, and performs plan checks to ensure conformance with local zoning, State regulations, and CEQA compliance. Staff also prepares updates to the General Plan, Zoning Map, Municipal Code and Local Coastal Program.



Environmental Sustainability

\$0.7 million | 1 Full-Time Employee

The Environmental Sustainability Manager guides and implements programs and policies such as pollution prevention, energy efficiency, water conservancy and other comprehensive strategies to protect our City and coastline.



Code Enforcement

\$0.5 million | 4 Full-Time Employees

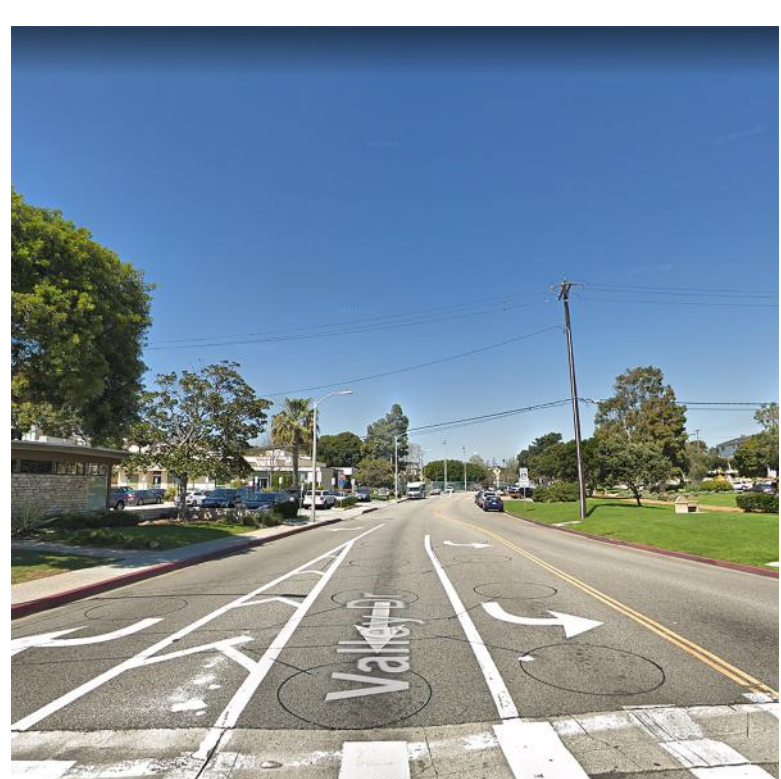
Code Enforcement Officers proactively educate our residents and the construction community to address quality of life concerns, and conducts investigations and inspections to ensure compliance with municipal, health, and safety codes.



Traffic Engineering

\$0.4 million | 2 Full-Time Employees

Traffic Engineering staff reviews traffic and parking requests, implements traffic control measures, and oversees traffic signal maintenance. Staff also performs studies to enhance parking facilities, roadways, and pedestrian and bicycle facilities to create living streets for all.





PUBLIC WORKS

\$32.7 million | 63 Full-Time Employees

Utilities: Water, Sewer & Storm Drain

\$18.6 million | 17 Full-Time Employees

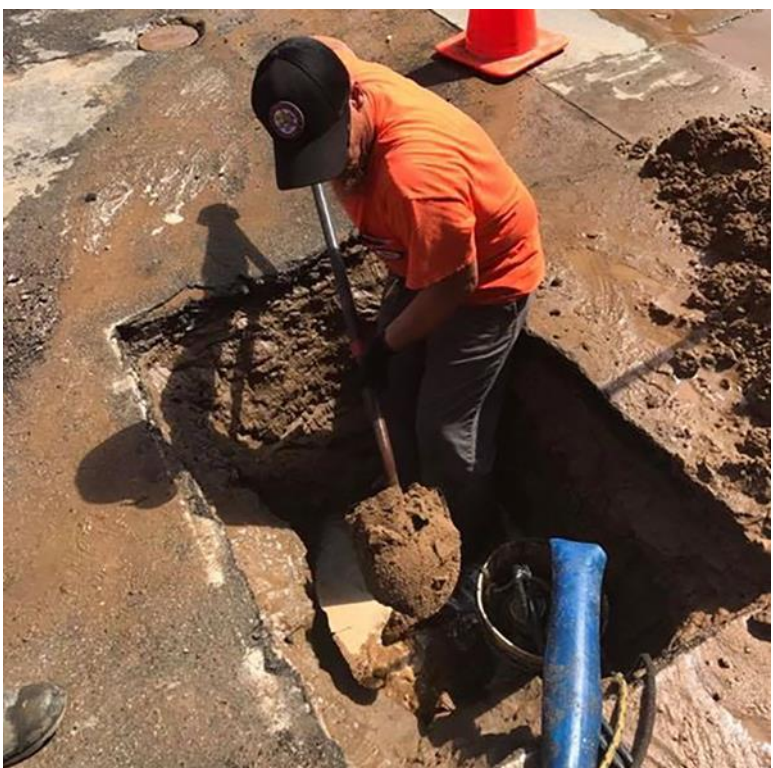
Daily operations and maintenance of water distribution and delivery, sewer, and storm drain systems ensuring a reliable supply of safe, high quality water. Includes street sweeping and solid waste.



Engineering & Infrastructure

\$5.1 million | 23 Full-Time Employees

Executive management, development and execution of Capital Improvement Plan, grant management, project management and inspection of capital improvement projects and right-of-way developments. Includes maintenance and replacement of the City's fleet.



Street Maintenance

\$5.0 million | 15 Full-Time Employees

Street repair and traffic control operations and repair services, streetscape maintenance, traffic control markings, power washing, and graffiti removal program. Includes street lighting, energy and maintenance costs for safety lighting.



Facilities Maintenance

\$4.0 million | 8 Full-Time Employees

Maintenance of City Buildings, facilities, and grounds, including Metlox, all parks and parking lots. Includes City's responsibilities for school district maintenance and electrical support at special events.





INFORMATION TECHNOLOGY

\$3.0 million | 9 Full-Time Employees

This department supports the City's computer network, operating systems, digital security, telecommunications, mapping, audio-visual activities including public meeting broadcasting, and the City's digital presence.

Technology Support Services

Provides real-time support, including after-hours support, to City personnel in all departments including public safety. Provides project management support to departments to assist with implementation of new technologies to help improve efficiency in the delivery of City services to the public.

Communications & Digital Presence

Manages telecommunications equipment, provides broadcasting and audio-visual support for public meetings, and manages the City's overall digital presence including the City website and government cable channel. Supports public-facing information technology online services and the City's public WiFi connectivity.

Network Infrastructure

Manages and maintains network hardware including computers, servers, wireless access points, antennas, routers, and firewalls. Monitors the City's network and access points to help prevent unauthorized access to the City's network and data. Provides system backups to ensure data integrity and availability.

Mapping

Manages the City's comprehensive Geographic Information System (GIS), which includes providing mapping-related support services to all City departments and posting mapping information on the City's website.

