

City Council Adjourned Regular Meeting

Work Plan Meeting

Tuesday, January 26, 2021

6:00 PM

City Council Chambers



ELECTED OFFICIALS

Mayor Suzanne Hadley

Mayor Pro Tem Hildy Stern

Councilmember Steve Napolitano

Councilmember Richard Montgomery

Councilmember Joe Franklin

City Treasurer Tim Lilligren

EXECUTIVE TEAM

City Manager Bruce Moe

City Attorney Quinn Barrow

City Clerk Liza Tamura

Community Development Director Carrie Tai

Finance Director Steve Charelian

Interim Fire Chief Wolfgang Knabe

Acting Human Resources Director Stephanie Swofford

Information Technology Director Terry Hackelman

Parks and Recreation Director Mark Leyman

Police Chief Derrick Abell

Interim Public Works Director Carrie Tai

MISSION STATEMENT:

Our mission is to provide excellent municipal services,
preserve our small beach town character, and enhance the quality of life for our
residents, businesses and visitors.

MANHATTAN BEACH'S CITY COUNCIL WELCOMES YOU!

Copies of staff reports or other written documentation relating to each item of business referred to on this agenda are available for review on the City's website at www.citymb.info, the Police Department located at 420 15th Street, and are also on file in the Office of the City Clerk for public inspection. Any person who has any question concerning any agenda item may call the City Clerk's office at (310) 802-5056.

Meetings are broadcast live through Manhattan Beach Local Community Cable, Channel 8 (Chapter Spectrum), Channel 35 (Frontier Communications), and live streaming via the City's website.

In compliance with the Americans With Disabilities Act, if you need special assistance to participate in this meeting, you should contact the Office of the City Clerk at (310) 802-5056 (voice) or (310) 546-3501 (TDD). The City also provides closed captioning of all its Regular City Council Meetings for the hearing impaired.

CERTIFICATION OF MEETING NOTICE AND AGENDA POSTING

I, Liza Tamura, City Clerk of the City of Manhattan Beach, California, state under penalty of perjury that this notice/agenda was posted on Wednesday, January 20, 2021, on the City's Website and on the bulletin boards of City Hall, Joslyn Community Center and Manhattan Heights.

BELOW ARE THE AGENDA ITEMS TO BE CONSIDERED.**A. CALL MEETING TO ORDER****B. ROLL CALL**

C. PUBLIC COMMENTS (3 MINUTES PER PERSON)

Speakers may provide public comments on any matter that is within the subject matter jurisdiction of the City Council, including items on the agenda. The Mayor may determine whether an item is within the subject matter jurisdiction of the City Council. While all comments are welcome, the Brown Act does not allow City Council to take action on any item not on the agenda.

Pursuant to Governor Newsom's Executive Orders No. N-25-20 and No. N-29-20, City Council Chambers is not open to the public. In the interest of maintaining appropriate social distancing, the City Council encourages the public to participate by submitting comments in advance of the meeting, no later than 5:30 PM, January 26, 2021 (the day of the meeting), via:

- 1) eComment at <http://www.citymb.info/ecomment>;
- 2) email to cityclerk@citymb.info; or
- 3) telephone message recorded at (310) 802-5030.

All of your comments provided by the deadlines above will be available to the City Council and the public prior to the meeting.

In addition, you may participate by joining Zoom during the meeting:

If you wish to speak on any item on the agenda, please register in advance by clicking the following link:
<https://citymb.seamlessdocs.com/f/publiccomment>

- 1) Join Zoom Meeting via the internet:
Direct URL: <https://citymb-info.zoom.us/j/93376200363>, Meeting ID: 933 7620 0363

During the meeting you will need to use the "raise hand" button through Zoom at the time the Mayor invites the public to provide comments.

- 2) Join Zoom Meeting via Phone Conference (Voice Only):
Phone Number: (669) 900-6833, Meeting ID: 933 7620 0363

During the meeting you will need to enter *9 on the phone's dial pad at the time the Mayor invites the public to provide comments.

D. GENERAL BUSINESS

1. Fiscal Year 2021-2022 City Council Work Plan (City Manager Moe). [21-0045](#)
DISCUSS AND PROVIDE DIRECTION

Attachments: [City Council Work Plan \(42 Items\)](#)
[Work Plan Summary](#)
[Completed Work Plan Items \(14 Items\)](#)
[Departmental Involvement Matrix](#)

E. ADJOURNMENT



Agenda Date: 1/26/2021

TO:

Honorable Mayor and Members of the City Council

THROUGH:

Bruce Moe, City Manager

FROM:

George Gabriel, Senior Management Analyst

SUBJECT:

Fiscal Year 2021-2022 City Council Work Plan (City Manager Moe).

DISCUSS AND PROVIDE DIRECTION

RECOMMENDATION:

Staff recommends that the City Council review the prior Work Plan and discuss and provide direction regarding the development of the Fiscal Year 2021-2022 City Council Work Plan.

FISCAL IMPLICATIONS:

There are no fiscal implications associated with the recommended action.

BACKGROUND:

The City Council reviews a Work Plan document that lists the City Council's priorities. The document allows the City Council to receive an update on projects that staff is undertaking (based on City Council direction) and allows the City Council to review projects they may want to proceed with in the future.

The City Council's current Work Plan was last discussed at the August 4, 2020, City Council meeting. Based on direction provided at that meeting, staff updated the Work Plan to reflect the priorities identified by City Council.

DISCUSSION:

The current Work Plan reflects the City Council's priorities for the foreseeable future (Attachment #1). Additionally, staff has provided a summary of all the work plan items (Attachment #2) which includes status, previous target date of complete and current target date of completion.

The City Council Work Plan features consistent layouts, priority levels on projects, funding

sources and images. Priority levels are organized in the following A, B, and C categories with the following definitions.

- A - Critical
- B - Important
- C - Normal

In recent years, various items have been completed on the City Council Work Plan (Attachment #3). These 14 items are listed below, as well as the responsible department within parentheses:

- Election Policy (Management Services);
- Update on the City's Streetlighting Fund (Finance);
- Conduct a Comprehensive User Fee Study and Cost Allocation Plan (Finance);
- Body Worn Camera Replacement Project (Police);
- Expanded Wifi Opportunities (Information Technology);
- Fire Code Adoption (Fire Department);
- Radio Interoperability Network of the South Bay (Fire);
- County Fire Assessment (Fire);
- Uniform Citywide Wayfinding Sign Program (Public Works);
- Pedestrian Security Improvements - Bollards (Public Works);
- Solid Waste Franchise Agreement Selection Process (Public Works);
- Shared Mobility Devices Regulations (Community Development);
- Building Code Update (Community Development); and
- Pedestrian Safety Improvements (Community Development).

Currently, the City Council Work Plan contains 42 items across 9 City Departments. Many items involve multiple departments. To reflect the cross-departmental collaboration, staff has prepared a matrix (Attachment #4) to inform the City Council which items require work from multiple departments.

Staff continues to make progress on the Work Plan but various items have been delayed as a result of the COVID-19 pandemic. During the pandemic, staff altered priorities to address public health concerns and assist local businesses impacted by business restrictions.

In addition to the City Council Work Plan items, staff is concurrently dedicating significant time and resources to the following projects not on the City Council Work Plan. These items include:

- Municipal Code Transparency Enhancements (Management Services);
- COVID-19 Modified "Team Policing" Schedule (Police);
- Management of Contracted Face Covering Enforcement (Police/Community Development);
- COVID-19 Testing and Safety amongst Staff (Police/Human Resources);
- Upgrading the Police Station's Video Security System (Police);
- Upgrading Patrol In-Car Video Systems (Police);
- Upgrading of Police Station Access Control System (Police);
- Permitting System (Energov) Implementation and Customization (Community Development);
- Development Projects & Complex Appeals Process and Litigation Support for Nando

- Trattoria, MB Post and Proposed Hotel on 600 South Sepulveda Blvd (Community Development);
- COVID-19 Enforcement - Business and Construction Site COVID-19 protocols (Community Development);
 - COVID-19 Outdoor Dining Program Administration and Management (Community Development);
 - Oak Avenue/Manhattan Village Mall Neighborhood Traffic Management Plan (Community Development);
 - Gelson's Neighborhood Traffic Management Plan (Community Development);
 - South Sepulveda/Skechers/Hotel Neighborhood Traffic Management Plan (Community Development);
 - Citywide Engineering and Traffic Surveys i.e. Speed Surveys (Community Development);
 - Catalina Classic Sculpture/North End Business Improvement District Sculpture (Parks and Recreation); and
 - Capital Improvement Program (Public Works);

It should also be noted that, as required by the Boards and Commissions Handbook, staff is also responsible for assisting separate Commission Work Plans (approved by the City Council) overseen by the Community Development and Parks and Recreation Departments.

CONCLUSION:

Staff recommends that the City Council review the prior Work Plan and develop the Fiscal Year 2021-2022 City Council Work Plan.

In developing the upcoming City Council Work Plan, City Council may carryforward existing work plan items, remove items, modify existing items or add additional Work Plan items.

Staff regularly returns to the City Council with quarterly updates to the Work Plan. The next tentatively agendized update on the Work Plan will be presented in quarter two of 2021.

LEGAL REVIEW:

The City Attorney has reviewed this report and determined that no additional legal analysis is necessary.

ATTACHMENTS:

1. City Council Work Plan (42 Items)
2. Work Plan Summary
3. Completed Work Plan Items (14 Items)
4. Departmental Involvement Matrix



ELECTION POLICY

During the March 2019 General Municipal Election, the City received several questions regarding the use of City facilities, resources, and positions for election-related activity. As a result, the City Council requested that staff review the current state and municipal codes regarding election-related activity, and propose a City policy regarding such matters. Following City Council consideration, the City Council approved an ordinance, prohibiting the use of City resources for campaign activity, restricting political activity in and on City facilities, adjusting the Consumer Price Index adjustment to the donation limit, and making campaign finance provisions and definitions consistent with changes in state law.



TARGET DUE DATE	COMPLETED
FUNDING SOURCE	N/A
PRIORITY LEVEL	C
DEPTS. INVOLVED	N/A

STATUS:



COMPLETED ACTION ITEMS:

- Gathered information and researched campaign activities.
- Presented a first reading of a Campaign Finance Ordinance at the June 30, 2020, City Council meeting.
- Approved the Campaign Finance Ordinance on July 14, 2020.

ACTIONS PENDING:

None.

NEXT CITY COUNCIL ACTION:

None.



UPDATE ON CITY'S STREETLIGHTING FUND

As part of a request for revenue enhancement opportunities, City Council directed staff to provide an update on the City's Streetlighting Fund, which derives its revenue from assessments to property owners. Updating those assessments, which have not been changed since 1996, will require a Proposition 218 vote. Currently, transfers from the General Fund supplement the Streetlighting Fund. Staff will provide an update on this fund and future options to the Finance Subcommittee and City Council.



TARGET DUE DATE	COMPLETED
FUNDING SOURCE	STREETLIGHT
PRIORITY LEVEL	B
DEPTS. INVOLVED	N/A

STATUS:



COMPLETED ACTION ITEMS:

- Presented preliminary analysis to City Council as part of Fiscal Year 2019-2020 budget discussions.
- Developed options to correct deficit in Streetlighting Fund.
- Presented update to Finance Subcommittee in Spring 2020 and reviewed recommendations. Following analysis, no viable option was recommended to the City Council.

ACTIONS PENDING:

None.

NEXT CITY COUNCIL ACTION:

None.



CONDUCT A COMPREHENSIVE USER FEE STUDY AND COST ALLOCATION PLAN (CAP)

Staff will conduct a Comprehensive User Fee Study and Cost Allocation Plan (CAP) in 2019. The study was last completed in 2015, and best practice is to conduct these studies every 4 years. This process ensures that the City identifies the true cost of providing various City services. The study started in January 2019 and will be complete by calendar year end.



TARGET DUE DATE	COMPLETED
FUNDING SOURCE	GENERAL
PRIORITY LEVEL	A
DEPTS. INVOLVED	ALL

STATUS:



COMPLETED ACTION ITEMS:

- Reviewed Comprehensive User Fee Study and CAP with various city departments in January 2019.
- Reviewed results with Finance Subcommittee in Fall of 2019.
- Received Finance Subcommittee recommendation to the City Council at October 24, 2019, meeting.
- Presented recommendations to the City Council at November 19, 2019, City Council meeting and received direction.
- Conducted additional public outreach and presented Comprehensive User Fee Study and Cost Allocation Plan (CAP) to City Council.
- Updated all fees consistent with City Council direction and received approval of the Comprehensive User Fee Study and Cost Allocation Plan (CAP).
- Delayed implementation of the updated user fee schedule until July 1 (due to COVID-19).

ACTIONS PENDING:

None.

NEXT CITY COUNCIL ACTION:

None.



BODY WORN CAMERA REPLACEMENT PROJECT

In January 2016, the Police Department began using Body Worn Cameras. The use of Body Worn Cameras (BWC) serve as an effective tool for law enforcement agencies to demonstrate commitment to transparency, ensure the accountability of its members, increase the public's trust in officers and protect department members from unjustified complaints of misconduct. Current BWCs have reached their recommended end of life (2.5 - 3 years), and new BWC technology has developed over the past few years. Replacement of BWCs is critical to officers' safety, accountability and transparency.



TARGET DUE DATE	COMPLETED
FUNDING SOURCE	ASSET FORFEITURE & GENERAL FUND
PRIORITY LEVEL	B
DEPTS. INVOLVED	IT

STATUS:



COMPLETED ACTION ITEMS:

- Researched and field-tested replacement body worn camera options.
- Researched cloud-based video storage solutions for evidentiary videos.
- Presented recommended vendor to City Council at the June 18, 2019 Council meeting for approval.
- Implemented the replacement body worn camera solution.

ACTIONS PENDING:

None.

NEXT CITY COUNCIL ACTION:

None.



INTEROPERABILITY NETWORK OF THE SOUTH BAY (INSB)

Through cooperative efforts between the South Bay Regional Communications Authority, Redondo Beach Fire Department and Torrance Fire Department, grant monies have been secured in combination with City contributed funds, for the design, construction, and use of a modern communication system. This system links communication between all Area “G” public safety agencies as well as expand future capabilities for interoperable communications with other County agencies.



TARGET DUE DATE	COMPLETED
FUNDING SOURCE	GRANT
PRIORITY LEVEL	B
DEPTS. INVOLVED	PD, PW

STATUS:



COMPLETED ACTION ITEMS:

- Received and installed radio apparatus's.
- Received City Council approval of radio purchase utilizing federal grant funding
- Conducted system integration and training.
- Went live with fire radio system.

ACTIONS PENDING:

- Continue quality control measures to ensure seamless communications throughout the area.
- Look for alternative antenna sites.

NEXT CITY COUNCIL ACTION:

None.



COUNTY FIRE ASSESSMENT

City Council directed staff to assess the ramifications of contracting with the County of Los Angeles Fire District for fire services.



TARGET DUE DATE	COMPLETED
FUNDING SOURCE	GENERAL
PRIORITY LEVEL	B
DEPTS. INVOLVED	ALL

STATUS:



COMPLETED ACTION ITEMS:

- Submitted a fire services questionnaire to County of Los Angeles to conduct feasibility study for the provision of fire protection, paramedic and incidental services.
- Received County of Los Angeles Board of Supervisors approval on April 30, 2019, approving the City's feasibility study.
- Provided City Council preliminary analysis of the County of Los Angeles's feasibility study in September 2019.
- Received City Council direction to discontinue the analysis on County fire services.

ACTIONS PENDING:

None.

NEXT CITY COUNCIL ACTION:

None.



FIRE CODE ADOPTION

The California Fire Code (CFC) contains regulations consistent with nationally recognized and accepted practices for safeguarding life and property from the hazards of Fire and explosion, Dangerous conditions arising from hazardous storage conditions, handling and use of hazardous materials and devices, and hazardous conditions in the use or occupancy of buildings or premises. The CFC also contains provisions to assist emergency response personnel. These fire-safety-related building standards are referenced in Title 24 of the California Fire Code. The City is able to amend certain provisions due to characteristics that are unique to the City. Any and all amendments clarify and strengthen our existing regulations.



TARGET DUE DATE	COMPLETED
FUNDING SOURCE	GENERAL
PRIORITY LEVEL	B
DEPTS. INVOLVED	CD, MS

STATUS:



COMPLETED ACTION ITEMS:

- Purchased 2019 Fire Code Policies and Procedures Manual.
- Reviewed changes to existing fire code and determine necessary items that must be addressed in new resolutions and ordinances.
- Coordinated with Community Development to update all existing Building, Mechanical, Plumbing, Electrical and Engineering codes.
- Received City Council approval, updating the City’s Municipal Code to reflect the State of California’s 2019 Fire Code amendments.

ACTIONS PENDING:

None.

NEXT CITY COUNCIL ACTION:

None.

WORK PLAN

COMMUNITY DEVELOPMENT DEPARTMENT



SHARED MOBILITY DEVICES REGULATIONS

At the City Council meeting on August 21, 2018, City Council adopted an urgency ordinance prohibiting the use of Shared Mobility Devices (aka: bikeshare, motorized bikeshare and motorized scooters) in the public right-of-way. Staff was directed to work with neighboring cities and the SBCCOG to develop a comprehensive set of regulations for the operation of such devices. The ordinance was extended on February 28, 2019, for an additional year.



TARGET DUE DATE	COMPLETED
FUNDING SOURCE	N/A
PRIORITY LEVEL	B
DEPTS. INVOLVED	PW, PD

STATUS:



COMPLETED ACTION ITEMS:

- Adopted urgency ordinance prohibiting use of shared mobility devices at August 21, 2018, City Council meeting.
- Extended urgency ordinance prohibiting use of shared mobility devices until March 2020.
- Conducted an online survey on shared transportation options.
- Developed a draft of local codes and regulations with neighboring cities and SBCCOG for Shared Mobility Devices.
- City Council adopted an ordinance to define and prohibit operation of Shared Mobility Devices within the City.

ACTIONS PENDING:

None.

NEXT CITY COUNCIL ACTION:

None.

WORK PLAN

COMMUNITY DEVELOPMENT DEPARTMENT



BUILDING CODE UPDATE

The California Building Standards Commission published the State construction codes on July 1, 2019, which is a routine process that occurs every three years. The California Department of Housing and Community Development adopted these codes, which will be effective statewide on January 1, 2020. The City must adopt these codes with any amendments before that date as part of an 89 city effort. These codes include the 2019 California Building, Residential, Mechanical, Electrical, Plumbing, Energy, Existing and Green Building Standards. The City is able to amend certain provisions due to unique climatic, geological and topographical conditions prevailing within the City. A majority of the amendments clarify and update the structural requirements due to potential hazards specific to our community, such as earthquakes.



TARGET DUE DATE	COMPLETED
FUNDING SOURCE	N/A
PRIORITY LEVEL	B
DEPTS. INVOLVED	MS

STATUS:



COMPLETED ACTION ITEMS:

- Purchased updated State Code books.
- Attended Code Adoption seminars for 2019 code cycle.
- Drafted revised code language for amendments to all codes consistent with the current Manhattan Beach Codes and past practice.
- Drafted justification for all amendments that are more restrictive than the State-Adopted Model Codes.
- Adopted all necessary building code updates through various ordinances at the November 19, 2019, City Council meeting.

ACTIONS PENDING:

None.

NEXT CITY COUNCIL ACTION:

None.

WORK PLAN

COMMUNITY DEVELOPMENT DEPARTMENT



PEDESTRIAN SAFETY IMPROVEMENTS

On March 20, 2018, City Council directed staff to move forward with prioritizing pedestrian enhancements included in various planning documents such as the Downtown Plan Design Guidelines, Mobility Plan, Veterans Parkway Master Plan and other pedestrian plans, as appropriate, and include this evaluation in a future Capital Improvement Plan (CIP) discussion for funding opportunities and implementation.



TARGET DUE DATE	QUARTER 2 2021
FUNDING SOURCE	GRANT/GENERAL
PRIORITY LEVEL	B
DEPTS. INVOLVED	PW

STATUS:



COMPLETED ACTION ITEMS:

- Installed high visibility crosswalks and signs at walk streets on Highland Ave. from Homer St. to 8th.
- Installed new edge line for pedestrian path on Marine Ave. from Grandview Ave. to 25th St.
- Installed new crosswalk and signage on Marine Ave. at Flournoy Rd. and Blanche Rd.
- Installed new crosswalks on 21st St., Bell Ave., Flournoy Rd. and 25th St. at Valley Drive.
- Installed new crosswalk on Laurel Ave. at 14th St.
- Installed high visibility crosswalks and ramps on Marine Ave. from Sepulveda Blvd. to Aviation Blvd.
- Installed flashing beacons and in-pavement lights on Highland Ave at 34th, 35th and 36th Streets.
- Installed high visibility crosswalks, flashing beacons, in-pavement warning lights and bulb-outs at various locations as part of two Safe Routes to School (SRTS) projects.
- Presented a prioritized pedestrian crossing enhancements project list to the Parking and Public Improvements Commission in September 2019.
- City Council directed staff on February 4, 2020 to incorporate the prioritized list of pedestrian safety projects into CIP for implementation.

ACTIONS PENDING:

None.

NEXT CITY COUNCIL ACTION:

None.



UNIFORM CITYWIDE WAYFINDING SIGN PROGRAM

In 2015, City Council directed staff to develop a wayfinding signage program that would create a City identity through uniform signage, to be deployed throughout the City. Presentations on this effort were made to City Council on multiple occasions between October 2015 and July 2018 which included various design options. Ultimately City Council selected a “Beach Classic” theme. A draft Wayfinding Master Plan was developed based on the Beach Classic theme and presented to the Cultural Arts Commission, Planning Commission, Parking and Public Improvements Commission, Downtown Business Professional Association and North Manhattan Beach Business Improvement District for review and comments between April 16, 2018 and May 23, 2018. The final Master Plan was presented to City Council on June 5, 2018, at which time staff was directed to refine certain color palette and font selections contained in the Master Plan. That additional work was completed and approved by City Council on November 19, 2019.



TARGET DUE DATE	COMPLETED
FUNDING SOURCE	GENERAL FUND
PRIORITY LEVEL	B
DEPTS. INVOLVED	PR

STATUS:



COMPLETED ACTION ITEMS:

- Following approval of the Wayfinding Master Plan on November 19, 2019, City Council directed staff to prepare design elements with the white background and appropriated approximately \$347,000 from the Parking Fund towards Phase I implementation.
- Incorporation of the Plan’s objectives into signage throughout City as replacements occur.

ACTIONS PENDING:

- Incorporate further phases of the program as part of the Fiscal Year 2021/22 Capital Improvement Program (CIP) budget review process.

NEXT CITY COUNCIL ACTION:

Allocation of additional funding resources for continued implementation of wayfinding signage as part of the FY 2021/22 CIP budget review process.

SOLID WASTE FRANCHISE AGREEMENT CONTRACT SELECTION PROCESS

The City's single largest contract is for Solid Waste Hauling services. This service is provided by Waste Management, who's previous two-year contract extension expired on June 30, 2020. In preparation for awarding a new contract, staff began a new solicitation and selection process in mid-2018. Over an estimated 18-month period, staff wrote and released a Request for Proposals, reviewed the three proposals received, conducted oral interviews with waste haulers, negotiated final contract services and terms, reviewed exceptions to the contract and executed a new 7-year franchise agreement with Waste Management.



TARGET DUE DATE	COMPLETED
FUNDING SOURCE	GENERAL FUND
PRIORITY LEVEL	B
DEPTS. INVOLVED	MS, FN

STATUS:



COMPLETED ACTION ITEMS:

- Reviewed solid waste proposals from three waste haulers.
- Awarded a Solid Waste Franchise Agreement to Waste Management (WM), with additional enhancements, including providing an increased number of shredding events and bulky item collections, increased required diversion rate, expanding outreach to businesses and having WM assume customer billing functions at no additional charge.
- Executed a final agreement with Waste Management.
- Completed a Proposition 218 process for new commercial and residential waste hauling rates on May 12, 2020.
- Conducted extensive community outreach about service and billing changes (January – June 2020).

ACTIONS PENDING:

None (Contract services became effective July 1, 2020).

NEXT CITY COUNCIL ACTION:

None.



PEDESTRIAN SECURITY IMPROVEMENTS - BOLLARDS

On March 9, 2018, City Council held a workplan meeting where the concept of pedestrian safety measures was raised. At that meeting, City Council expressed an interest in exploring options to provide enhanced pedestrian security measures for the public in the downtown area, much like the bollards installed at the head of the Pier in 2017. On June 5, 2018 staff recommended that City Council consider pedestrian security enhancements at four key intersections adjacent to Farmers Market and Pier events. In lieu of completing a Manhattan Beach focused structural design analysis, on March 19, 2019, City Council directed staff to evaluate what other surrounding cities have installed to enhance pedestrian safety. Those results were presented to City Council on December 17, 2019, and which time City Council declined to move forward with additional measures but directed staff to consider installing planters near the Farmers Market.



TARGET DUE DATE	COMPLETED
FUNDING SOURCE	TBD
PRIORITY LEVEL	B
DEPTS. INVOLVED	PD

STATUS:



COMPLETED ACTION ITEMS:

- Researched what measures other cities have implemented in their efforts to protect pedestrians and presented findings to City Council on December 17, 2019
- Placed six large planters at the two intersections adjacent to the Farmer’s Market.

ACTIONS PENDING:

None.

NEXT CITY COUNCIL ACTION:

None.

EXPANDED WIFI OPPORTUNITIES

Included in the IS Master Plan was a project to identify potential opportunities to expand the City’s existing wide area network, and as a result a project was completed in 2017 to provide WiFi at seven additional locations. As other opportunities are identified, staff will present cost estimates for the City Council’s consideration.



TARGET DUE DATE	COMPLETED
FUNDING SOURCE	GENERAL FUND
PRIORITY LEVEL	B
DEPTS. INVOLVED	PW

STATUS:



COMPLETED ACTION ITEMS:

- Completed the wide area network expansion project, adding seven additional locations to the existing network.
- Per City Council direction at the April 23, 2019, Work Plan meeting, developed cost estimate for the provision of wifi at the Metlox Plaza. Presented cost estimate to City Council at the December 3, 2019 meeting. Council requested staff perform outreach to Metlox Plaza businesses to solicit potential cost sharing opportunities.
- Reported back to City Council at June 9, 2020 meeting regarding results of outreach to Metlox Plaza businesses.

ACTIONS PENDING:

- None – City Council did not approve expenditure of funds for WiFi at Metlox Plaza.

NEXT CITY COUNCIL ACTION:

As additional WiFi expansion opportunities are identified, staff will present them to the City Council for consideration.

City Council Work Plan Summary						
Department	Project Title	Status	Priority Level	Funding Source	Previous Target Due Date	Current Target Due Date
Management Services						
	Citywide Document Imaging System (Conversion) Project	In Progress	B	General	Quarter 4, 2021	Quarter 4, 2022
	Centralized Citywide Contract Management Systems	In Progress	B	General	Quarter 2, 2021	Quarter 2, 2021
	Develop and Execute Plan to Address Homelessness	In Progress	A	Grants	Quarter 4, 2023	Quarter 4, 2023
	City Council Communications Policy	Planning	C	N/A	Quarter 4, 2020	Quarter 3, 2021
	Election Policy	Completed	N/A	N/A	N/A	N/A
Finance						
	Update on City's Pension Liabilities	In Progress	A	General	Quarter 1, 2020	Quarter 1, 2021
	Explore Increasing Stormwater Fees	In Progress	A	Stormwater	Quarter 2, 2021	Quarter 3, 2021
	Update on City's Streetlighting Fund	Completed	N/A	N/A	N/A	N/A
	Conduct a Comprehensive User Fee Study and Cost Allocation Plan (CAP)	Completed	N/A	N/A	N/A	N/A
Human Resources						
	Internal Policies and Procedures Review	In Progress	B	N/A	Quarter 2, 2021	Quarter 4, 2021
	Collective Bargaining Negotiations	In Progress	A	N/A	Quarter 4, 2020	Quarter 1, 2021
Parks and Recreation						
	Update City Donation Policy	In Progress	B	N/A	Quarter 4, 2020	Quarter 2, 2021
	Online Reservation System for Sand Dune, Tennis & Pickleball Courts and Begg Pool	In Progress	B	User Fees	Quarter 1, 2021	Quarter 1, 2021
	Park Master Plan	In Progress	B	N/A	Quarter 4, 2020	Quarter 4, 2021
	Community Arts Grant Program & Policy Development (Includes Mural, Sculpture Garden and Utility Box Beautification Programs)	In Progress	B	Public Art TF	Quarter 3, 2021	Quarter 3, 2021
	Public Art Conservation Assessment	In Progress	B	Public Art TF	Quarter 4, 2020	Quarter 4, 2021
	Assessment of Historical Artifacts and Structural Review of Historical Beach Cottage	In Progress	A	Public Art TF	Quarter 2, 2021	Quarter 2, 2021
	Merchandising, Licensing and Branding for the City	In Progress	B	N/A	Quarter 3, 2020	Quarter 3, 2021
	Place Public Art in City Hall (City Hall Mural)	In Progress	B	Public Art TF	Quarter 4, 2021	Quarter 4, 2021
	NFC Fitness Court	In Progress	B	Grant/General	Quarter 4, 2020	Quarter 4, 2021
	Polliwog Park Play Equipment	In Progress	B	Grant/General	Quarter 2, 2021	Quarter 4, 2021
Police						
	Radio Replacement Project	In Progress	B	General	Quarter 2, 2021	Quarter 2, 2021
	Computer Aided Dispatch and Records Management System Replacement Project	In Progress	B	General	Quarter 4, 2020	Quarter 4, 2021
	Implementation of Police Department 2019/2020 Strategic Plan	In Progress	B	General	Quarter 1, 2022	Quarter 1, 2022
	Public Safety Technology Assessment	In Progress	A	General/Asset Forfeiture	Quarter 3, 2021	Quarter 3, 2021
	Body Work Camera Replacement Project	Completed	N/A	N/A	N/A	N/A
Fire						
	Improve Fire Prevention Inspection Documentation/Data Collection	In Progress	B	N/A	Quarter 4, 2020	Quarter 1, 2021
	Improve Ambulance Transport Services	In Progress	B	General	Quarter 1, 2021	Quarter 1, 2021
	Replace Dispatch Software, Database Management, CAD Integration	In Progress	B	General	Quarter 3, 2021	Quarter 3, 2021
	Emergency Notification System	In Progress	B	General	Quarter 4, 2020	Quarter 1, 2021
	Interoperability Network of the South Bay (INSB)	Completed	N/A	N/A	N/A	N/A
	County Fire Assessment	Completed	N/A	N/A	N/A	N/A
	Fire Code Adoption	Completed	N/A	N/A	N/A	N/A
Community Development						
	Manhattan Village Shopping Center Expansion Project	In Progress	B	N/A	Quarter 4, 2021	Quarter 4, 2021
	Modernize Parking Standards	In Progress	C	N/A	Quarter 1, 2021	Quarter 3, 2021
	Environmental Sustainability Work Plan	In Progress	A	N/A	Ongoing	Ongoing
	Climate Resiliency Program	In Progress	A	Grant	Quarter 4, 2021	Quarter 2, 2022
	Housing Policy and Regulation Updates	In Progress	A	N/A	Quarter 4, 2020	Quarter 4, 2021
	Wireless Telecommunications Program	Planning	B	N/A	Quarter 1, 2021	Quarter 4, 2021
	Transportation Options Review	Planning	C	N/A	Quarter 4, 2020	Quarter 4, 2021
	Code Enforcement Review	In Progress	B	General	Quarter 2, 2021	Quarter 2, 2021
	Shared Mobility Devices Regulations	Completed	N/A	N/A	N/A	N/A
	Building Code Update	Completed	N/A	N/A	N/A	N/A
	Pedestrian Safety Improvements	Completed	N/A	N/A	N/A	N/A

City Council Work Plan Summary						
Department	Project Title	Status	Priority Level	Funding Source	Previous Target Due Date	Current Target Due Date
Public Works						
	Utility Undergrounding Assessment Districts	In Progress	A	General	Ongoing	Ongoing
	Downtown and Northend Beautification	Planning	B	TBD	TBD	TBD
	Senior & Scout House Project including Joslyn Center Façade	In Progress	C	General	TBD	TBD
	Uniform Citywide Wayfinding Sign Program	Completed	N/A	N/A	N/A	N/A
	Pedestrian Security Improvements - Bollards	Completed	N/A	N/A	N/A	N/A
	Solid Waste Franchise Agreement Contract Selection Process	Completed	N/A	N/A	N/A	N/A
Information Technology						
	Enterprise Resource Planning (ERP) System	In Progress	A	General	Quarter 2, 2022	Quarter 4, 2022
	Work Order Management	In Progress	B	General	Quarter 3, 2022	Quarter 4, 2022
	Fiber Master Plan	In Progress	C	General	TBD	TBD
	Update on City Website and New City URL (.gov)	In Progress	B	General	Quarter 4, 2020	Quarter 4, 2021
	Automated Permitting Software Solution	In Progress	A	General/Technology Fees	Quarter 1, 2021	Quarter 2, 2021
	Expanded Wifi Opportunities	Completed	N/A	N/A	N/A	N/A



MANHATTAN BEACH CITY COUNCIL

WORK PLAN

COMPLETED ITEMS

MANHATTAN BEACH CITY HALL
1400 HIGHLAND AVENUE
MANHATTAN BEACH, CA 90266



ELECTION POLICY

During the March 2019 General Municipal Election, the City received several questions regarding the use of City facilities, resources, and positions for election-related activity. As a result, the City Council requested that staff review the current state and municipal codes regarding election-related activity, and propose a City policy regarding such matters. Following City Council consideration, the City Council approved an ordinance, prohibiting the use of City resources for campaign activity, restricting political activity in and on City facilities, adjusting the Consumer Price Index adjustment to the donation limit, and making campaign finance provisions and definitions consistent with changes in state law.



TARGET DUE DATE	COMPLETED
FUNDING SOURCE	N/A
PRIORITY LEVEL	C
DEPTS. INVOLVED	N/A

STATUS:



COMPLETED ACTION ITEMS:

- Gathered information and researched campaign activities.
- Presented a first reading of a Campaign Finance Ordinance at the June 30, 2020, City Council meeting.
- Approved the Campaign Finance Ordinance on July 14, 2020.

ACTIONS PENDING:

None.

NEXT CITY COUNCIL ACTION:

None.

UPDATE ON CITY'S STREETLIGHTING FUND

As part of a request for revenue enhancement opportunities, City Council directed staff to provide an update on the City's Streetlighting Fund, which derives its revenue from assessments to property owners. Updating those assessments, which have not been changed since 1996, will require a Proposition 218 vote. Currently, transfers from the General Fund supplement the Streetlighting Fund. Staff will provide an update on this fund and future options to the Finance Subcommittee and City Council.



TARGET DUE DATE	COMPLETED
FUNDING SOURCE	STREETLIGHT
PRIORITY LEVEL	B
DEPTS. INVOLVED	N/A

STATUS:



COMPLETED ACTION ITEMS:

- Presented preliminary analysis to City Council as part of Fiscal Year 2019-2020 budget discussions.
- Developed options to correct deficit in Streetlighting Fund.
- Presented update to Finance Subcommittee in Spring 2020 and reviewed recommendations. Following analysis, no viable option was recommended to the City Council.

ACTIONS PENDING:

None.

NEXT CITY COUNCIL ACTION:

None.



CONDUCT A COMPREHENSIVE USER FEE STUDY AND COST ALLOCATION PLAN (CAP)

Staff will conduct a Comprehensive User Fee Study and Cost Allocation Plan (CAP) in 2019. The study was last completed in 2015, and best practice is to conduct these studies every 4 years. This process ensures that the City identifies the true cost of providing various City services. The study started in January 2019 and will be complete by calendar year end.



TARGET DUE DATE	COMPLETED
FUNDING SOURCE	GENERAL
PRIORITY LEVEL	A
DEPTS. INVOLVED	ALL

STATUS:



COMPLETED ACTION ITEMS:

- Reviewed Comprehensive User Fee Study and CAP with various city departments in January 2019.
- Reviewed results with Finance Subcommittee in Fall of 2019.
- Received Finance Subcommittee recommendation to the City Council at October 24, 2019, meeting.
- Presented recommendations to the City Council at November 19, 2019, City Council meeting and received direction.
- Conducted additional public outreach and presented Comprehensive User Fee Study and Cost Allocation Plan (CAP) to City Council.
- Updated all fees consistent with City Council direction and received approval of the Comprehensive User Fee Study and Cost Allocation Plan (CAP).
- Delayed implementation of the updated user fee schedule until July 1 (due to COVID-19).

ACTIONS PENDING:

None.

NEXT CITY COUNCIL ACTION:

None.



BODY WORN CAMERA REPLACEMENT PROJECT

In January 2016, the Police Department began using Body Worn Cameras. The use of Body Worn Cameras (BWC) serve as an effective tool for law enforcement agencies to demonstrate commitment to transparency, ensure the accountability of its members, increase the public's trust in officers and protect department members from unjustified complaints of misconduct. Current BWCs have reached their recommended end of life (2.5 - 3 years), and new BWC technology has developed over the past few years. Replacement of BWCs is critical to officers' safety, accountability and transparency.



TARGET DUE DATE	COMPLETED
FUNDING SOURCE	ASSET FORFEITURE & GENERAL FUND
PRIORITY LEVEL	B
DEPTS. INVOLVED	IT

STATUS:



COMPLETED ACTION ITEMS:

- Researched and field-tested replacement body worn camera options.
- Researched cloud-based video storage solutions for evidentiary videos.
- Presented recommended vendor to City Council at the June 18, 2019 Council meeting for approval.
- Implemented the replacement body worn camera solution.

ACTIONS PENDING:

None.

NEXT CITY COUNCIL ACTION:

None.



INTEROPERABILITY NETWORK OF THE SOUTH BAY (INSB)

Through cooperative efforts between the South Bay Regional Communications Authority, Redondo Beach Fire Department and Torrance Fire Department, grant monies have been secured in combination with City contributed funds, for the design, construction, and use of a modern communication system. This system links communication between all Area “G” public safety agencies as well as expand future capabilities for interoperable communications with other County agencies.



TARGET DUE DATE	COMPLETED
FUNDING SOURCE	GRANT
PRIORITY LEVEL	B
DEPTS. INVOLVED	PD, PW

STATUS:



COMPLETED ACTION ITEMS:

- Received and installed radio apparatus's.
- Received City Council approval of radio purchase utilizing federal grant funding
- Conducted system integration and training.
- Went live with fire radio system.

ACTIONS PENDING:

- Continue quality control measures to ensure seamless communications throughout the area.
- Look for alternative antenna sites.

NEXT CITY COUNCIL ACTION:

None.



COUNTY FIRE ASSESSMENT

City Council directed staff to assess the ramifications of contracting with the County of Los Angeles Fire District for fire services.



TARGET DUE DATE	COMPLETED
FUNDING SOURCE	GENERAL
PRIORITY LEVEL	B
DEPTS. INVOLVED	ALL

STATUS:



COMPLETED ACTION ITEMS:

- Submitted a fire services questionnaire to County of Los Angeles to conduct feasibility study for the provision of fire protection, paramedic and incidental services.
- Received County of Los Angeles Board of Supervisors approval on April 30, 2019, approving the City's feasibility study.
- Provided City Council preliminary analysis of the County of Los Angeles's feasibility study in September 2019.
- Received City Council direction to discontinue the analysis on County fire services.

ACTIONS PENDING:

None.

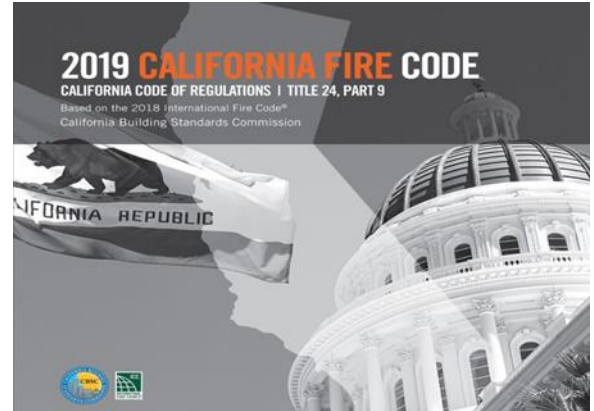
NEXT CITY COUNCIL ACTION:

None.



FIRE CODE ADOPTION

The California Fire Code (CFC) contains regulations consistent with nationally recognized and accepted practices for safeguarding life and property from the hazards of Fire and explosion, Dangerous conditions arising from hazardous storage conditions, handling and use of hazardous materials and devices, and hazardous conditions in the use or occupancy of buildings or premises. The CFC also contains provisions to assist emergency response personnel. These fire-safety-related building standards are referenced in Title 24 of the California Fire Code. The City is able to amend certain provisions due to characteristics that are unique to the City. Any and all amendments clarify and strengthen our existing regulations.



TARGET DUE DATE	COMPLETED
FUNDING SOURCE	GENERAL
PRIORITY LEVEL	B
DEPTS. INVOLVED	CD, MS

STATUS:



COMPLETED ACTION ITEMS:

- Purchased 2019 Fire Code Policies and Procedures Manual.
- Reviewed changes to existing fire code and determine necessary items that must be addressed in new resolutions and ordinances.
- Coordinated with Community Development to update all existing Building, Mechanical, Plumbing, Electrical and Engineering codes.
- Received City Council approval, updating the City’s Municipal Code to reflect the State of California’s 2019 Fire Code amendments.

ACTIONS PENDING:

None.

NEXT CITY COUNCIL ACTION:

None.



SHARED MOBILITY DEVICES REGULATIONS

At the City Council meeting on August 21, 2018, City Council adopted an urgency ordinance prohibiting the use of Shared Mobility Devices (aka: bikeshare, motorized bikeshare and motorized scooters) in the public right-of-way. Staff was directed to work with neighboring cities and the SBCCOG to develop a comprehensive set of regulations for the operation of such devices. The ordinance was extended on February 28, 2019, for an additional year.



TARGET DUE DATE	COMPLETED
FUNDING SOURCE	N/A
PRIORITY LEVEL	B
DEPTS. INVOLVED	PW, PD

STATUS:



COMPLETED ACTION ITEMS:

- Adopted urgency ordinance prohibiting use of shared mobility devices at August 21, 2018, City Council meeting.
- Extended urgency ordinance prohibiting use of shared mobility devices until March 2020.
- Conducted an online survey on shared transportation options.
- Developed a draft of local codes and regulations with neighboring cities and SBCCOG for Shared Mobility Devices.
- City Council adopted an ordinance to define and prohibit operation of Shared Mobility Devices within the City.

ACTIONS PENDING:

None.

NEXT CITY COUNCIL ACTION:

None.

WORK PLAN

COMMUNITY DEVELOPMENT DEPARTMENT



BUILDING CODE UPDATE

The California Building Standards Commission published the State construction codes on July 1, 2019, which is a routine process that occurs every three years. The California Department of Housing and Community Development adopted these codes, which will be effective statewide on January 1, 2020. The City must adopt these codes with any amendments before that date as part of an 89 city effort. These codes include the 2019 California Building, Residential, Mechanical, Electrical, Plumbing, Energy, Existing and Green Building Standards. The City is able to amend certain provisions due to unique climatic, geological and topographical conditions prevailing within the City. A majority of the amendments clarify and update the structural requirements due to potential hazards specific to our community, such as earthquakes.



TARGET DUE DATE	COMPLETED
FUNDING SOURCE	N/A
PRIORITY LEVEL	B
DEPTS. INVOLVED	MS

STATUS:



COMPLETED ACTION ITEMS:

- Purchased updated State Code books.
- Attended Code Adoption seminars for 2019 code cycle.
- Drafted revised code language for amendments to all codes consistent with the current Manhattan Beach Codes and past practice.
- Drafted justification for all amendments that are more restrictive than the State-Adopted Model Codes.
- Adopted all necessary building code updates through various ordinances at the November 19, 2019, City Council meeting.

ACTIONS PENDING:

None.

NEXT CITY COUNCIL ACTION:

None.

WORK PLAN

COMMUNITY DEVELOPMENT DEPARTMENT



PEDESTRIAN SAFETY IMPROVEMENTS

On March 20, 2018, City Council directed staff to move forward with prioritizing pedestrian enhancements included in various planning documents such as the Downtown Plan Design Guidelines, Mobility Plan, Veterans Parkway Master Plan and other pedestrian plans, as appropriate, and include this evaluation in a future Capital Improvement Plan (CIP) discussion for funding opportunities and implementation.



TARGET DUE DATE	QUARTER 2 2021
FUNDING SOURCE	GRANT/GENERAL
PRIORITY LEVEL	B
DEPTS. INVOLVED	PW

STATUS:



COMPLETED ACTION ITEMS:

- Installed high visibility crosswalks and signs at walk streets on Highland Ave. from Homer St. to 8th.
- Installed new edge line for pedestrian path on Marine Ave. from Grandview Ave. to 25th St.
- Installed new crosswalk and signage on Marine Ave. at Flournoy Rd. and Blanche Rd.
- Installed new crosswalks on 21st St., Bell Ave., Flournoy Rd. and 25th St. at Valley Drive.
- Installed new crosswalk on Laurel Ave. at 14th St.
- Installed high visibility crosswalks and ramps on Marine Ave. from Sepulveda Blvd. to Aviation Blvd.
- Installed flashing beacons and in-pavement lights on Highland Ave at 34th, 35th and 36th Streets.
- Installed high visibility crosswalks, flashing beacons, in-pavement warning lights and bulb-outs at various locations as part of two Safe Routes to School (SRTS) projects.
- Presented a prioritized pedestrian crossing enhancements project list to the Parking and Public Improvements Commission in September 2019.
- City Council directed staff on February 4, 2020 to incorporate the prioritized list of pedestrian safety projects into CIP for implementation.

ACTIONS PENDING:

None.

NEXT CITY COUNCIL ACTION:

None.

UNIFORM CITYWIDE WAYFINDING SIGN PROGRAM

In 2015, City Council directed staff to develop a wayfinding signage program that would create a City identity through uniform signage, to be deployed throughout the City. Presentations on this effort were made to City Council on multiple occasions between October 2015 and July 2018 which included various design options. Ultimately City Council selected a “Beach Classic” theme. A draft Wayfinding Master Plan was developed based on the Beach Classic theme and presented to the Cultural Arts Commission, Planning Commission, Parking and Public Improvements Commission, Downtown Business Professional Association and North Manhattan Beach Business Improvement District for review and comments between April 16, 2018 and May 23, 2018. The final Master Plan was presented to City Council on June 5, 2018, at which time staff was directed to refine certain color palette and font selections contained in the Master Plan. That additional work was completed and approved by City Council on November 19, 2019.



TARGET DUE DATE	COMPLETED
FUNDING SOURCE	GENERAL FUND
PRIORITY LEVEL	B
DEPTS. INVOLVED	PR

STATUS:



COMPLETED ACTION ITEMS:

- Following approval of the Wayfinding Master Plan on November 19, 2019, City Council directed staff to prepare design elements with the white background and appropriated approximately \$347,000 from the Parking Fund towards Phase I implementation.
- Incorporation of the Plan’s objectives into signage throughout City as replacements occur.

ACTIONS PENDING:

- Incorporate further phases of the program as part of the Fiscal Year 2021/22 Capital Improvement Program (CIP) budget review process.

NEXT CITY COUNCIL ACTION:

Allocation of additional funding resources for continued implementation of wayfinding signage as part of the FY 2021/22 CIP budget review process.

SOLID WASTE FRANCHISE AGREEMENT CONTRACT SELECTION PROCESS

The City's single largest contract is for Solid Waste Hauling services. This service is provided by Waste Management, who's previous two-year contract extension expired on June 30, 2020. In preparation for awarding a new contract, staff began a new solicitation and selection process in mid-2018. Over an estimated 18-month period, staff wrote and released a Request for Proposals, reviewed the three proposals received, conducted



oral interviews with waste haulers, negotiated final contract services and terms, reviewed exceptions to the contract and executed a new 7-year franchise agreement with Waste Management.

TARGET DUE DATE	COMPLETED
FUNDING SOURCE	GENERAL FUND
PRIORITY LEVEL	B
DEPTS. INVOLVED	MS, FN

STATUS:



COMPLETED ACTION ITEMS:

- Reviewed solid waste proposals from three waste haulers.
- Awarded a Solid Waste Franchise Agreement to Waste Management (WM), with additional enhancements, including providing an increased number of shredding events and bulky item collections, increased required diversion rate, expanding outreach to businesses and having WM assume customer billing functions at no additional charge.
- Executed a final agreement with Waste Management.
- Completed a Proposition 218 process for new commercial and residential waste hauling rates on May 12, 2020.
- Conducted extensive community outreach about service and billing changes (January – June 2020).

ACTIONS PENDING:

None (Contract services became effective July 1, 2020).

NEXT CITY COUNCIL ACTION:

None.



PEDESTRIAN SECURITY IMPROVEMENTS - BOLLARDS

On March 9, 2018, City Council held a workplan meeting where the concept of pedestrian safety measures was raised. At that meeting, City Council expressed an interest in exploring options to provide enhanced pedestrian security measures for the public in the downtown area, much like the bollards installed at the head of the Pier in 2017. On June 5, 2018 staff recommended that City Council consider pedestrian security enhancements at four key intersections adjacent to Farmers Market and Pier events. In lieu of completing a Manhattan Beach focused structural design analysis, on March 19, 2019, City Council directed staff to evaluate what other surrounding cities have installed to enhance pedestrian safety. Those results were presented to City Council on December 17, 2019, and which time City Council declined to move forward with additional measures but directed staff to consider installing planters near the Farmers Market.



TARGET DUE DATE	COMPLETED
FUNDING SOURCE	TBD
PRIORITY LEVEL	B
DEPTS. INVOLVED	PD

STATUS:



COMPLETED ACTION ITEMS:

- Researched what measures other cities have implemented in their efforts to protect pedestrians and presented findings to City Council on December 17, 2019
- Placed six large planters at the two intersections adjacent to the Farmer's Market.

ACTIONS PENDING:

None.

NEXT CITY COUNCIL ACTION:

None.

EXPANDED WIFI OPPORTUNITIES

Included in the IS Master Plan was a project to identify potential opportunities to expand the City’s existing wide area network, and as a result a project was completed in 2017 to provide WiFi at seven additional locations. As other opportunities are identified, staff will present cost estimates for the City Council’s consideration.



TARGET DUE DATE	COMPLETED
FUNDING SOURCE	GENERAL FUND
PRIORITY LEVEL	B
DEPTS. INVOLVED	PW

STATUS:



COMPLETED ACTION ITEMS:

- Completed the wide area network expansion project, adding seven additional locations to the existing network.
- Per City Council direction at the April 23, 2019, Work Plan meeting, developed cost estimate for the provision of wifi at the Metlox Plaza. Presented cost estimate to City Council at the December 3, 2019 meeting. Council requested staff perform outreach to Metlox Plaza businesses to solicit potential cost sharing opportunities.
- Reported back to City Council at June 9, 2020 meeting regarding results of outreach to Metlox Plaza businesses.

ACTIONS PENDING:

- None – City Council did not approve expenditure of funds for WiFi at Metlox Plaza.

NEXT CITY COUNCIL ACTION:

As additional WiFi expansion opportunities are identified, staff will present them to the City Council for consideration.

Department Matrix

Department	Project Title	Departments Involved								
		Management Services	Finance	Human Resources	Parks and Recreation	Police	Fire	Community Development	Public Works	Information Technology
Management Services										
	Citywide Document Imaging System (Conversion) Project		X	X	X	X	X	X	X	X
	Centralized Citywide Contract Management Systems		X	X	X	X	X	X	X	X
	Develop and Execute Plan to Address Homelessness				X	X				
	City Council Communications Policy									
Finance										
	Update on City's Pension Liabilities									
	Explore Increasing Stormwater Fees									
Human Resources										
	Internal Policies and Procedures Review									
	Collective Bargaining Negotiations									
Parks and Recreation										
	Update City Donation Policy								X	
	Online Reservation System for Sand Dune, Tennis & Pickleball Courts and Begg Pool									X
	Park Master Plan							X	X	
	Community Arts Grant Program & Policy Development (Includes Mural, Sculpture Garden and Utility Box Beautification Programs)	X						X	X	
	Public Art Conservation Assessment									
	Assessment of Historical Artifacts and Structural Review of Historical Beach Cottage							X	X	X
	Merchandising, Licensing and Branding for the City	X	X							X
	Place Public Art in City Hall (City Hall Mural)	X							X	X
	NFC Fitness Court								X	
	Polliwog Park Play Equipment								X	
Police										
	Radio Replacement Project						X			
	Computer Aided Dispatch and Records Management System Replacement Project						X			X
	Implementation of Police Department 2019/2020 Strategic Plan									
	Public Safety Technology Assessment								X	X

Department Matrix

Department	Project Title	Departments Involved								
		Management Services	Finance	Human Resources	Parks and Recreation	Police	Fire	Community Development	Public Works	Information Technology
Fire										
	Improve Fire Prevention Inspection Documentation/Data Collection									
	Improve Ambulance Transport Services									
	Replace Dispatch Software, Database Management, CAD Integration					X				
	Emergency Notification System	X	X	X	X	X		X	X	X
Community Development										
	Manhattan Village Shopping Center Expansion Project	X	X			X	X		X	
	Modernize Parking Standards									
	Environmental Sustainability Work Plan	X	X		X	X	X		X	
	Climate Resiliency Program	X	X		X	X	X		X	
	Housing Policy and Regulation Updates	X	X							X
	Wireless Telecommunications Program	X	X						X	X
	Transportation Options Review		X			X			X	
	Code Enforcement Review	X				X				
Public Works										
	Utility Undergrounding Assessment Districts		X							
	Downtown and Northend Beautification									
	Senior & Scout House Project including Joslyn Center Façade	X						X		
Information Technology										
	Enterprise Resource Planning (ERP) System	X	X	X	X	X	X	X	X	
	Work Order Management		X						X	
	Fiber Master Plan								X	
	Update on City Website and New City URL (.gov)	X			X					
	Automated Permitting Software Solution		X		X	X	X	X	X	