

**CITY OF MANHATTAN BEACH
DEPARTMENT OF COMMUNITY DEVELOPMENT**

TO: Parking and Public Improvements Commission

FROM: Erik Zandvliet, T.E., City Traffic Engineer

DATE: December 2, 2021

SUBJECT: Discussion of Work Plan Items for Joint City Council/PPIC Meeting

RECOMMENDATION:

Provide feedback regarding potential Work Plan items for the upcoming joint session with City Council.

DISCUSSION:

As described in the Boards and Commissions Handbook, the purpose of the Parking and Public Improvements Commission (PPIC) is to make recommendations to the City Council on public parking issues, capital improvement projects, traffic management and activities within the public right-of-way including encroachment permits.

The Work Plan is a guiding document that provides direction and discussion items to the Commission for the upcoming year. For the PPIC, their Work Plan is generally pre-established because the Commission's business is regulatory in nature and primarily mandated by State and Local codes. However, from time to time, amendments to the City's regulations will be required due to changes in law. Also, the Commission may be asked to review policy documents or legislative matters and provide direction to City Council through the Work Plan Process.

The PPIC last met with City Council to discuss work plan items at a joint session on January 20, 2021. The City Council discussed and updated the City Work Plan for the 2021-22 year.

The current Work Plan items for the PPIC include the following items that have been established by the City Council as a priority:

- Modernize Parking Standards
- Long-Term Outdoor Dining and Business Uses on Public and Private Property
- Downtown and North End Beautification

The PPIC will also be involved in the development of several ongoing major work efforts:

- Neighborhood Traffic Management Plans (Oak Avenue/North Sepulveda NTMP, Gelson's Area NTMP, Skechers/South Sepulveda NTMP)
- Capital Improvement Program (CIP)

The Commissioners should review this list of Work Plan items and discuss potential Work Plan topics for the upcoming joint session of the City Council / PPIC / Planning Commission on January 19, 2022.

- Exhibits:
1. Work Plan: Modernize Parking Standards
 2. Work Plan: Long Term Outdoor Dining and Business Uses on Public and Private Property
 3. Work Plan: Downtown and North End Beautification

MODERNIZE PARKING STANDARDS

During the September 19, 2017 Sepulveda Corridor discussion, City Council directed staff to incorporate modern parking standards in the dialogue of the Sepulveda Planning Initiatives Project. The Sepulveda Planning Initiatives Project final report was delivered to City Council in February 2019. The review of parking standards was bifurcated from the Sepulveda Initiatives Project for additional review and research by the Traffic Engineer and Planning staff.



TARGET DUE DATE	QUARTER 4 2021
FUNDING SOURCE	N/A
PRIORITY LEVEL	C
DEPTS. INVOLVED	N/A

STATUS:



COMPLETED ACTION ITEMS:

- Conducted staff meetings to evaluate existing and proposed parking code changes.
- Held public workshop at Parking and Public Improvement Commission meeting on December 5, 2019 and solicited community input.
- Developed initial draft of parking code revisions and amendments based on local, regional and nationwide data.

ACTIONS PENDING:

- Publish proposed parking requirements identifying benefits and impacts of new parking requirements on land use development for public comments.
- Present findings and recommendations at noticed public study sessions and at a Planning Commission meeting in Fall 2021.
- Conduct a public hearing to consider an ordinance to revise parking codes and standards at a City Council meeting in Winter 2021.

NEXT CITY COUNCIL ACTION:

Conduct a public hearing and consider amending the Municipal Code to update the parking standards in Winter 2021.

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LONG-TERM OUTDOOR DINING AND BUSINESS USES ON PUBLIC AND PRIVATE PROPERTY

On August 24, 2021, the City Council directed staff to initiate a work plan item to study long-term outdoor dining and business uses in the public right-of-way and on private property. During the COVID-19 pandemic recovery, the City permitted businesses to use parking spaces and street areas in the public right-of-way during COVID-19 operating restrictions through Emergency Orders. The long-term effort to evaluate long-term businesses uses is intended to be comprehensive, including broad community engagement, evaluation of fiscal implications, study of alternatives, environmental review, and required permitting.



TARGET DUE DATE	QUARTER 3 2023
FUNDING SOURCE	GENERAL
PRIORITY LEVEL	B
DEPTS. INVOLVED	PW, FN, CM, PD, FD

STATUS:



COMPLETED ACTION ITEMS:

- None.

ACTIONS PENDING:

- Define work effort.
- Determine the scope of community engagement.
- Identification of staffing and fiscal resources.
- Define project schedule and milestones.
- Environmental review and permitting.

NEXT CITY COUNCIL ACTION:

Discuss Work Plan framework at October 5, 2021 City Council meeting.

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DOWNTOWN AND NORTH END BEAUTIFICATION

On April 23, 2019, City Council directed staff to place “Downtown and North End Beautification” on the City Council Work Plan to evaluate various “refresh” opportunities, including sidewalk and landscaping replacements. On January 21, 2020, staff presented a host of measures that could be implemented downtown and others for the North Manhattan Beach, listed from easiest/least expensive to most expensive. City Council directed staff to undertake several actions, including installing scrambled crosswalks on Manhattan Beach Blvd. at the intersections and Highland Ave. and Manhattan Ave. and completing a painting refresh. Council also suggested including widening sidewalks for discussion as part of the upcoming CIP budget discussion. However, that discussion was temporarily suspended due to the COVID-19 pandemic.



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

STATUS:



COMPLETED ACTION ITEMS:

- Installation of scrambled crosswalks on Manhattan Beach Blvd. at the intersections and Highland Ave. and Manhattan Ave.
- Installation of new palm trees in North End.
- Secured an agreement with the Downtown Business and Professional Association to install new landscape materials in 28 planters identified by the Association.

ACTIONS PENDING:

- Installation of new landscaping in Downtown pursuant to agreement with the Association.
- Installation of new street benches and wayfinding signage downtown.

NEXT CITY COUNCIL ACTION:

Receive additional direction from City Council regarding Downtown and North Manhattan Beach enhancements as part of the Fiscal Year 2022/23 Capital Improvement Program budget review process in Spring 2021.

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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, 2022	Quarter 4, 2022
	Centralized Citywide Contract Management Systems	In Progress	B	General	Quarter 2, 2021	Quarter 2, 2022
	Develop and Execute Plan to Address Homelessness	In Progress	A	Grants	Quarter 4, 2023	Quarter 4, 2023
	City Council Communications Policy	In Progress	B	N/A	Quarter 4, 2021	Quarter 4, 2021
	Explore Agenda Management Solutions	In Progress	B	General	Quarter 4, 2022	Quarter 4, 2022
	Update on City Website and New City URL (.gov)	In Progress	B	General	Quarter 4, 2021	Quarter 4, 2021
	Merchandising, Licensing and Branding for the City	In Progress	B	N/A	Quarter 3, 2021	Quarter 3, 2021
	Election Policy	Completed	N/A	N/A	N/A	N/A
Finance						
	Explore Increasing Stormwater Fees	Postponed	N/A	Stormwater	TBD	TBD
	Update on City's Pension Liabilities	Completed	N/A	General	N/A	N/A
	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 and Update	In Progress	B	N/A	Quarter 2, 2022	Quarter 4, 2022
	Collective Bargaining Negotiations	Completed	N/A	N/A	N/A	N/A
Parks and Recreation						
	Update City Donation Policy	In Progress	B	N/A	Quarter 3, 2021	Quarter 1, 2022
	Online Reservation System for Sand Dune, Tennis & Pickleball Courts and Begg Pool	In Progress	B	User Fees	Quarter 3, 2021	Quarter 2, 2022
	Park Master Plan	In Progress	B	N/A	Quarter 4, 2021	Quarter 1, 2022
	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 1, 2022
	Assessment of Historical Artifacts and Structural Review of Historical Beach Cottage	In Progress	A	Public Art TF	Quarter 2, 2021	Quarter 4, 2022
	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, 2021	Quarter 4, 2021
	Polliwog Park Play Equipment	In Progress	B	Grant/General	Quarter 4, 2021	Quarter 2, 2022
	Public Art Conservation Assessment	Postponed	N/A	Public Art TF	Quarter 4, 2021	TBD
Police						
	Radio Replacement Project	In Progress	B	General	Quarter 4, 2021	Quarter 2, 2022
	Computer Aided Dispatch and Records Management System Replacement Project	In Progress	B	General	Quarter 4, 2021	Quarter 4, 2021
	Implementation of Police Department 2019/2020 Strategic Plan	In Progress	B	General	Quarter 1, 2022	Quarter 4, 2022
	Public Safety Technology Assessment	Completed	N/A	N/A	N/A	N/A
	Body Work Camera Replacement Project	Completed	N/A	N/A	N/A	N/A
Fire						
	Replace Dispatch Software, Database Management, CAD Integration	In Progress	B	General	Quarter 3, 2021	TBD
	Emergency Notification System	In Progress	B	General	Quarter 2, 2021	Quarter 4, 2021
	Improve Fire Prevention Inspection Documentation/Data Collection	Completed	N/A	N/A	N/A	N/A
	Improve Ambulance Transport Services	Completed	N/A	N/A	N/A	N/A
	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	TBD
	Modernize Parking Standards	In Progress	C	N/A	Quarter 3, 2021	Quarter 4, 2021
	Environmental Sustainability Work Plan	In Progress	B	N/A	Ongoing	Ongoing
	Climate Resiliency Program (includes Solar Panels at City Facilities)	In Progress	A	Grant	Quarter 2, 2022	Quarter 2, 2022
	Housing Policy and Regulation Updates	In Progress	A	N/A	Quarter 4, 2021	Quarter 4, 2021
	Wireless Telecommunications Program	In Progress	C	N/A	Quarter 4, 2021	Quarter 2, 2022
	Long-Term Outdoor Dining and Business Uses on Public and Private Property	Planning	B	General	N/A	Quarter 3, 2023
	Code Enforcement Review	In Progress	B	General	Quarter 4, 2021	Quarter 4, 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

City Council Work Plan Summary						
Department	Project Title	Status	Priority Level	Funding Source	Previous Target Due Date	Current Target Due Date
	Pedestrian Safety Improvements	Completed	N/A	N/A	N/A	N/A
Public Works						
	Underground Utility Assessment Districts	In Progress	A	General	Ongoing	Ongoing
	Downtown and Northend Beautification	In Progress	B	TBD	TBD	TBD
	Senior & Scout House Project including Joslyn Center Façade	In Progress	C	General	TBD	TBD
	Uniform Citywide Wayfinding Sign Program Phase 1 Implementation	In Progress	B	Parking	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 4, 2022	Quarter 4, 2022
	Work Order Management	In Progress	B	General	Quarter 4, 2022	Quarter 3, 2023
	Permitting Software Solution	Completed	N/A	N/A	N/A	N/A
	Expanded Wifi Opportunities	Completed	N/A	N/A	N/A	N/A