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**MANHATTAN BEACH CITY COUNCIL  
ADJOURNED REGULAR MEETING  
REMOTE BROADCAST CAPTIONING  
TUESDAY, MAY 14, 2024**

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CITY OF MANHATTAN BEACH  
BUDGET AND CAPITAL IMPROVEMENTS STUDY SESSION  
Tuesday, MAY 14, 2024

MAYOR FRANKLIN: Thank you. Okay, so City Attorney Quinn Barrow has an announcement coming out of closed session.

CITY ATTORNEY BARROW: Yes, Mayor. Now that we're back in open session, the City Council went in to closed session on the item identified on the agenda gave direction. There's no other reportable action taken. At this time, it would be appropriate to adjourn that meeting.

MAYOR FRANKLIN: Okay, so that meeting is adjourned. Closed session. We're going to reconvene it to open session. And welcome to the City Council adjourn regular meeting budget and capital improvements program study session for Tuesday, May 14, 2024. And could we have, who is going to lead us in the pledge of allegiance. You made eye contact Miguel. You're the one.

INFORMATION TECHNOLOGY DIRECTOR GUARDADO: Please stand. Hand over your heart. Ready, begin.

GROUP: I pledge allegiance to the flag of the United States of America and to the Republic for which it stands, one nation under God, indivisible, with liberty and justice for all.

MAYOR FRANKLIN: Thank you so much.

INFORMATION TECHNOLOGY DIRECTOR GUARDADO: Do I get a pin?

MAYOR FRANKLIN: Round of applause. Okay, and may we have a roll call, please.

CITY CLERK TAMURA: Councilmember lesser?

COUNCILMEMBER LESSER: Here.

CITY CLERK TAMURA: Councilmember Napolitano?

COUNCILMEMBER NAPOLITANO: Here.

CITY CLERK TAMURA: Councilmember Montgomery is absent. Mayor Pro Tem Howorth?

MAYOR PRO TEM HOWORTH: Present.

CITY CLERK TAMURA: Mayor Franklin.

MAYOR FRANKLIN: Here. Thank you. And so Councilmember Montgomery asked me to say that he is out of town but watching and listening on zoom. Okay, public comments. Are there any public comments?

CITY CLERK TAMURA: Sorry, Mr. Mayor. Can I have approval of the agenda?

MAYOR FRANKLIN: Oh, I'm sorry. Yes, approval. We have a motion. So moved by Mayor Pro Tem Amy Howorth and seconded by Councilmember Lesser. Vote, please.

CITY CLERK TAMURA: Motion passes 4-0-0-1.

MAYOR FRANKLIN: And now we go to public comments.

Anybody here wish to make a public comment up to three minutes per person?

SCOTT YANOFSKY: My name is Scott Yanofsky. Just a couple of things. First of all, Begg pool. Begg pool needs to be cleaned up or rehabbed. It doesn't need to another pool doesn't need to be demoed. Just clean it up. Do the best you can. I know we have a problem with the school superintendent. I'm sorry. This state architect with what they're doing, but clean-up is what we need to do. Next in line. I just mentioned is the outdoor dining. That's this is getting ridiculous with that. You know, they want more seats, more tables, wider sidewalk. Why a sidewalk means less parking for more people. It doesn't make any sense at all. Last thing I want to talk about. Can you bring up those pictures? So I don't know if you know, but I built the 9 11 Memorial for the firehouse. And I went over there this weekend. I saw something was absolutely disgusting and heartbreaking. Someone's trying to peel off the plaques and mention it to the firemen. They said they're going to talk to PD, but I mean, people need to be aware. If residents see anyone, they're doing anything. It looks like damage. Please, please call the police. So this one, this one, this plaque, they tried to peel off and then the larger plaque. You got that also. You see, but they're chipping away at spending time there. It's

not something that they do real quick. So please just whatever. If anyone sees anyone there, please let's get it. Call the police department. Let's see what we can do. Thank you very much.

MAYOR PRO TEM HOWORTH: Mr. Mayor.

MAYOR FRANKLIN: Yes.

MAYOR PRO TEM HOWORTH: Mr. Yonofsky, would you or maybe the clerk like send all of us those pictures? Because I'd like to put out on my social media. Hey, folks, this is happening. Please watch out, you know, stuff like that.

SCOTT YANOFSKY: Yeah. Okay. Thank you very much.

MAYOR FRANKLIN: All right. Thank you. Anybody else? How about online?

ASSISTANT CITY CLERK ALVAREZ: There's no request on Zoom.

MAYOR FRANKLIN: Okay. So we'll close public comments and move on to general business. Presentation of the proposed five-year capital improvement program for fiscal year 2024-25. Director Lee, public works.

CITY MANAGER MOE: Actually, Mr. Mayor, if I may, this is our first budget study session. And tonight we'll be going over the capital improvement plan that Erick's about to go into. And then Steve Charelian and his staff will go over the operating budget and include presentations by the using

departments and department heads. So, again, this is your opportunity to dig deep and ask questions. And we're happy to reply to those with information. So with that, I'll turn it over to Erick.

MAYOR FRANKLIN: Great.

PUBLIC WORKS DIRECTOR LEE: Good evening, all, Mayor and members of City Council. It's public works department. Pleasure to present the proposed five-year CIP update to you this evening. City engineer, Katie Doherty, will be giving the presentation.

CITY ENGINEER DOHERTY: Good evening, Mayor Franklin and honorable council members. Katie Doherty, I'm the City Engineer. I will kick it off here with a brief timeline of where we've been so far with the five-year CIP. On April 24th, we presented the proposed draft to the Planning Commission, who found no exceptions related to its consistency with the general plan. On April 25th, we presented to PPIC and received some great comments back from them. Here, May 14th, we will present to you the initial draft of staff's recommendations for the proposed five-year CIP. There are 94 projects and a funding plan of just under \$177 million for over five years. And staff anticipates coming back on June 4th for final adoption of the five-year CIP document. So first, to start it off, in fiscal year 2024, we've completed 15 projects. It's been a busy year

for us and successful. Just to highlight a few, we opened Fire Station 2. We opened Polliwog Lower Playground. We completed several annual cycles of water, streets resurfacing. We will be finishing the Pier Railing Project before June 30th, the end of the fiscal year. And we opened the Peck Reservoirs portion of Peck Reservoir Project. We're still working on finishing up the treatment plant. So it's been a busy year. All right. The five-year CIP is organized into different categories. The first, we have right-of-way projects. We have street projects, water, sewer, storm drain. We also work on studies and evaluations of different elements of the city, parks and buildings, primarily coming out of our CIP fund. So in a snapshot, this five-year CIP represents \$81 million in previously approved prior-year appropriations. For fiscal year 2025, the fiscal year that's starting on July 1st, we have \$32.9, almost \$33 million in requests for funding, and \$62.7 million for the out-years, totaling \$176-ish million over five years. So a quick visual of where the funds are being spent. The CIP fund is on the top right in the navy blue. And then our streets, sideways and right-of-way projects are in the sort of teal blue. Actually, the colors are kind of different. And then over on the left-hand side of the pie, there's storm, drain, sewer and water, which are our enterprise funds. So I am going to funding sources. The CIP fund is funded primarily through TOT, parking citations,

city parking meters, grants and other funds. Our enterprise funds, as I just mentioned, are the water, sewer and storm drain. And we have a number of other sources that we use, several grant funds, measure R, measure M, measure W. We've got our undergrounding program, which is paid through assessments. We've got the pier parking lot, pier and the state pier and parking lot fund, amongst other outside sources. Okay, so we're going to kick it off with the CIP funds. This is the AB 2766 fund and the CIP fund together. This is 30 projects, \$24 million, \$25 million. These are primarily buildings, parks, and some right-of-way projects are sprinkled in here. So my plan is to go through the entire, well, not the entire list. I'm going to focus on the projects that are new this year, which are the ones that are highlighted in red. I think you should have a larger version in front of you that orders the same that's in this document as well. The projects that are highlighted in red are new this year, and anything that is highlighted in yellow is either partially or fully funded by outside sources. So I'm going to start with the first red one on the list is actually two new annual programs that we're proposing this year. The first is for park improvements and replacements, specifically for playground equipment. This is to start collecting funds for when the playground equipment meets its useful life and needs to be replaced. We will have a bucket of money set aside



specifically to do that. And similar for the next ones, which is focused on sports courts. This is for resurfacing sports courts at our parks. And the majority of the funding in this category or in this program were previously programmed in the operating budget for both public works and parks and rec had funding set aside for the sports courts resurfacing. So we're just moving that into the CIP fund. Okay, moving down to the next red one is the sports court at Marine Avenue Park. This is to replace the pay-and-play facility, the existing pay-and-play facility, demolishing that and putting a futsal court there.

COUNCILMEMBER NAPOLITANO: What? What? We approve this?

COUNCILMEMBER LESSER: That was going to be my question. I don't recall there being direction on the actual use there. So I was a little confused as I think my colleague is as well.

CITY ENGINEER DOHERTY: Okay. If I can ask Director Leyman?

MAYOR FRANKLIN: Fusal? Right. Isn't that the fusal?

CITY ENGINEER DOHERTY: No, he's not here.

MAYOR PRO TEM HOWORTH: Futsal? Futsal?

MAYOR FRANKLIN: Fusal?

MAYOR PRO TEM HOWORTH: Fusal? Futsal. I don't even know what it is.

MAYOR FRANKLIN: Fusal. It's a - -

COUNCILMEMBER LESSER: It's an indoor soccer court.

MAYOR FRANKLIN: It's a modified soccer.

CITY ENGINEER DOHERTY: So the proposal is to demolish the pay-and-play building and then put a futsal court in there, which is like an outside soccer game that you play with at that facility. So I believe the approval was going to come if you wanted to move forward with the project tonight as part of the CIP.

COUNCILMEMBER NAPOLITANO: Whoa. Wait a minute. So we've gone out to the public with this. We've had hearings on it. I mean, last time we talked about this, it was going to be a multi-use. We're going to try different things there. And approval of this tonight should not take the place of a council meeting where we have people show up and stakeholders provide input and things like that.

CITY ENGINEER DOHERTY: So we certainly can come back and have a fuller discussion about this proposal. Absolutely.

COUNCILMEMBER NAPOLITANO: I would suggest, Your Honor.

SENIOR RECREATION PLANNER MCCOLLUM: Parks and Rec did, yes, the plan has changed in part because Parks and Rec Commission studied it and is making this recommendation as opposed to the previous suggestion of activating in a different way.

COUNCILMEMBER NAPOLITANO: I got it.

SENIOR RECREATION PLANNER MCCOLLUM: So I'm sorry this is a surprise to you.

COUNCILMEMBER LESSER: My recollection is Council expressly indicated that we were not going to program it because we had questions about a potential library. We had questions about many other uses. And deferred that decision. So I think it would be appropriate to defer that until there's more direction from council, let alone from the community to get the input that council member Napolitano has referenced. Thank you.

MAYOR FRANKLIN: Yes. Mayor Pro Tem.

MAYOR PRO TEM HOWORTH: Yes. And I would just say whether we, you know, appropriate funds or not, we'd still want to discuss it because, as you said, perhaps keeping it as a building for a library or maybe it's pickle ball rather than futsal, whatever.

CITY MANAGER MOE: The discussion was always going to come back to council.

SENIOR RECREATION PLANNER MCCOLLUM: And I think it's part of the work plan also.

COUNCILMEMBER NAPOLITANO: Futsal in the work plan?

SENIOR RECREATION PLANNER MCCOLLUM: Exploring the repurposing of the pay and play.

MAYOR PRO TEM HOWORTH: Okay.

MAYOR FRANKLIN: All right.

CITY ENGINEER DOHERTY: Okay. Moving on to the next one on the list, number seven. Well, you guys are on the presentation at least. It is replacing the fencing at Marine Avenue Park soccer field. This is a field that we just replaced the synthetic turf at. It looks wonderful. So this next item is to replace the fencing around that field. The next item is Begg field parking lot resurfacing. This is programmed for some years out. This is to resurface the parking lot that services Begg pool and the Begg field facilities.

COUNCILMEMBER NAPOLITANO: Your Honor.

MAYOR FRANKLIN: Yes. Councilmember Napolitano.

COUNCILMEMBER NAPOLITANO: Can we back up? So just want to understand, since we talked about the pay in place site, there's concern, as we know, on number five, sand dune park improvements about a potential walkway there. Now, approval of this budget isn't going to signal an approval of that, correct?

SENIOR RECREATION PLANNER MCCOLLUM: No, the design for the upgrades to sand dune, they're under development now. They will be going to parks and rec commission in June, I believe, and coming to you in July.

COUNCILMEMBER NAPOLITANO: Ok Thank You.

COUNCILMEMBER LESSER: So I'm sorry, what is then the line item that we'd be approving just to follow up?

CITY ENGINEER DOHERTY: This is the 1.2 million that was previously approved for the project at sand dune. We have, because we're doing the master planning at the park, we're just bumping it back a year so that we can spend those funds now on something else.

COUNCILMEMBER LESSER: Thank you.

PUBLIC WORKS DIRECTOR LEE: And just to be clear, that \$1 million is still programmed in the five-year CIP for sand dune.

COUNCILMEMBER NAPOLITANO: Okay.

CITY ENGINEER DOHERTY: Okay, so the next project, number nine on the list on the slide, is replacement of the light controllers at Manhattan Village Field. This is a project that was previously programmed some years ago. It fell off because there was a lack of funding, but we just re-injected some money into this project at the mid-year, so it's showing up back on the list for completion. And moving down to the next red one on the list, number 22, City Hall Elevator Modernization Project. That's for this elevator here at City Hall to modernize that one with more modern equipment. 23 is irrigation for tree wells in North Manhattan Beach. This is actually funding that we already had programmed in our operating budget in Public Works. We're moving it over into the CIP. The tree wells in North Manhattan Beach are currently hand watered with water trucks, so

the idea is to bring piped irrigation and hopefully recycled water to those tree wells. And then the last red one on this list is upgrades to the electrical feed at the Public Works Yard. There was a surge some years ago that damaged the meter at the yard that we need to replace in order for us to do upgrades, any upgrades to the facility moving forward.

PUBLIC WORKS DIRECTOR LEE: And just to note, as it relates to all the projects in the CIP fund, as noted in the operating budget staff report, as it relates to the interface between the operating budget and the capital budget, there's a \$1 million infusion of general funds that is funding all of these. As well, there's an assumption that the council would want to move forward with bonding the city's portion of the Scout House project once we get to that point. And so those are two budget mechanisms that are allowing us to accomplish what is being proposed to see.

CITY ENGINEER DOHERTY: All right, I'm going to move on to streets projects, which is the next category of projects our street sidewalk and right-of-way funds. So we've got \$48.3 million programmed here, over 15 projects. This is for slurry seals, street resurfacing, intersection improvements, ADA improvements, sidewalks, those types of improvements. So again, here, focusing on the new projects that were not approved in previous CIPs, number 11, Artesia and Aviation, this is a

project that has been approved and actually was completed in 2021. We were able to apply for grant funding to cover some real estate negotiations that were ongoing. So this is to reflect an appropriation for \$350,000 to cover those real estate negotiations, including our costs related to that issue. And number 13 is Manhattan Beach Boulevard resurfacing or rehabilitation between Sepulveda and Dianthus. This, again, was a previously approved project. We've moved it from, I believe it was in the gas tax fund previously, we've moved it to Measure R in order to utilize some unreserved funds and accelerate the project to next year. So those are the major changes in this category of projects, which includes the gas tax fund, Measure M fund, Measure R fund, and the Prop C fund are all included here.

MAYOR FRANKLIN: Could I please ask a question about number 12, even though it's not marked in red?

CITY ENGINEER DOHERTY: Absolutely.

MAYOR FRANKLIN: Rosecrans, bike lane improvements. Will that narrow the lanes on Rosecrans going westbound and eastbound?

CITY ENGINEER DOHERTY: On Rosecrans, no. There's an existing bike lane on Rosecrans going westbound. So the idea is to connect the crosswalk on Sepulveda. There's a very small segment of bike lane that's missing there. So it would just be adding that connection piece in and then continuing the bike

lane down Highland, I guess north on Highland, and then west on 45th to meet up with the bike trail on the beach.

MAYOR FRANKLIN: Okay. Oh, then go... So you're going to have a bike lane on Highland now?

CITY ENGINEER DOHERTY: I believe the proposal is a sharing lane to share roads, so we wouldn't be reducing traffic on that segment of Highland.

MAYOR FRANKLIN: A share road on one of the two northbound lanes on Highland from Rosecrans?

CITY ENGINEER DOHERTY: Correct. That's what the project proposes, yes.

MAYOR FRANKLIN: That's kind of like a road diet. That's a major commute.

COUNCILMEMBER NAPOLITANO: It's not a road diet, but it's encouraging something we already can legally do, but do we want to encourage it? Because that's a very busy stretch, especially rush hour in the morning.

CITY ENGINEER DOHERTY: This project has been awarded some community project funding through Ted Lieu's office. We have a million dollars in grant funding for this project.

COUNCILMEMBER NAPOLITANO: To paint share roads on the road?



CITY ENGINEER DOHERTY: And complete the connection at Rosecrans and Sepulveda and create the connection down 45th Street.

COUNCILMEMBER NAPOLITANO: This will be coming back to us too, right?

CITY ENGINEER DOHERTY: Absolutely can, yes.

COUNCILMEMBER NAPOLITANO: All right.

MAYOR FRANKLIN: Okay, all right.

CITY ENGINEER DOHERTY: Okay. So I'm going to move on from this category to the parking fund. So I will note here that the projects that relate to Metlox are housed here in the parking fund, so that's why you'll see some of the projects that are being proposed here are related to Metlox. So there's nine projects here total, a total of \$6.5 million. So the first one that's new is painting the Metlox parking structure. This is the two level parking lot M, two level parking structure at Metlox. The second one is, well, we have two new annual programs that we're proposing as part of this fund. The first one is for parking payment facilities. This is annual money to spend on either our meters or kiosks or wherever we end up moving towards for collecting our parking revenue in the city. So this would be a funding source to support those facilities. And then the next one is an annual parking capital improvements program so this would allow us to do improvements to, I guess similar to the

ones that we did on lot three a couple of years ago, which was some spalling repair, could be used on lot four in North Manhattan, really any of the city's parking lots, this would allow us to make sure that we have money to maintain those.

COUNCILMEMBER NAPOLITANO: Your Honor, the paint Metlox parking structures that repaint areas that have already been painted or are we talking about painting areas that aren't painted now?

CITY ENGINEER DOHERTY: I think it's a wholesale repaint of the parking structure.

COUNCILMEMBER NAPOLITANO: A repaint?

CITY ENGINEER DOHERTY: Yes.

COUNCILMEMBER NAPOLITANO: Okay.

COUNCILMEMBER LESSER: I have a question which we'll get into later, but I'm just wondering if these funds to try and obtain funding in advance for anticipated future capital improvements are accumulating funds at a sufficient rate to be able to have enough funding for these projects later. In other words, do we need to look at that from a policy standpoint, whether there's going to be really sufficient money coming into these funds to be adequate, anywhere near adequate?

CITY ENGINEER DOHERTY: Yeah, I mean, from our best guess they are and we do think for some of these new annual programs that we're suggesting, it will take a couple of years

to accumulate enough funds to say, you know, wholesale replace playground equipment. So it allows us to have a place that we're starting to accrue that money versus having to come all at once and ask for it in one shot. We would have already accrued some for it.

COUNCILMEMBER LESSER: Thank you.

PUBLIC WORKS DIRECTOR LEE: And I'll add that, in the context of your question, lot three, we've got design money here. We don't have construction money. And so we're woefully inadequate in the long run for the big picture. But this certainly accommodates everything else that we're looking at right now.

COUNCILMEMBER LESSER: Thank you.

PUBLIC WORKS DIRECTOR LEE: You're welcome.

CITY ENGINEER DOHERTY: Okay. So the next new one on the list is waterproofing the city hall and police fire facility parking structures. We have some water intrusion coming into the parking structure where you all park for the meetings and also the one that's on the other side of the wall that supports police and fire. So the idea is to waterproof that from weather and also the planters that are on the surface. So the next new one is number seven, redesign and repurpose of the Metlox's slab parking area. This is to repurpose the fountain that's no longer

being used as a fountain outside Nix at Metlox. And then the last new one on the list is to replace the escalators at Metlox.

MAYOR PRO TEM HOWORTH: Question.

MAYOR FRANKLIN: Yes. Mayor Pro Tem.

MAYOR PRO TEM HOWORTH: Thank you. And so I understand there's been research done in terms of those escalators. Because I'm sure folks are concerned that these have been broken so much, you know, hopefully we're not just doing the same thing again. So I understand there's a different kind of escalator being considered, but also would it be possible, like what if we had a set of stairs there? Like, you know, we have an elevator so we would still have ADA access. Is that been considered or?

CITY ENGINEER DOHERTY: No, the options are being considered now.

MAYOR PRO TEM HOWORTH: Okay.

CITY ENGINEER DOHERTY: So we're entertaining replacing the existing escalators with new escalators. There's a possibility to modernize the existing escalators. There's options to install elevators instead of escalators or possibly stairs instead of all of that.

MAYOR PRO TEM HOWORTH: Glad we're exploring all the options.

CITY ENGINEER DOHERTY: So we need to anticipate a much more outreach related to that moving forward.

MAYOR PRO TEM HOWORTH: Okay.

CITY ENGINEER DOHERTY: So next up is the State Pier and Lot Fund. Two projects are programmed here. Neither of them are new. They're both previously approved. But one of them is our ongoing pier railing replacement project, which we'll be wrapping up this fiscal year. And then next year we're intending to do a full-blown structural analysis of the pier to make sure it's still in good shape. So that is what's programmed there. This fund, the Grants and Other Outside Funds fund, is a new fund that we're proposing this year. This is to be able to track all of our outside funding grants and other sources separately from the other funds that are really city funds. So we've collected all of the projects that have either partial or fully grant funded that don't have expenditures yet. Some of them are new. But the ones that are not new but have been moved here are just grant funded projects that we haven't started on yet. So a lot of these are repeats because they also have funds and other sources. So I'll just start up at the top. The first one is a sports course at Marine Avenue Park, which we discussed and will be coming back to Council for further consideration. Number three is the Highland Corridor Complete Streets Feasibility and Design. The city was awarded Measure M funding to study the Highland Corridor from a complete streets aspect.

COUNCILMEMBER NAPOLITANO: Which means what?

CITY ENGINEER DOHERTY: Multimodal.

COUNCILMEMBER NAPOLITANO: I know complete streets.

What are we talking about doing?

CITY ENGINEER DOHERTY: Multimodal. We haven't started yet. So it could be anything, but it's really different types of transportation, pedestrian safety, improvements to crosswalks, those types of things.

COUNCILMEMBER NAPOLITANO: All right.

PUBLIC WORKS DIRECTOR LEE: And I'll add that once the study is done, we'll come back and we'll get some real feedback from the Council on where you want to go with that.

CITY ENGINEER DOHERTY: Absolutely. All right. Next new one in this list is replacing the escalators at Metlox. For the purposes of this report, we assumed a cost share with the Tolkien Group of 75%, 25%. But those negotiations have not been completed yet. So this is just a budgeting assumption.

MAYOR FRANKLIN: Who gets what?

CITY ENGINEER DOHERTY: This is assuming that we're paying 75%.

MAYOR FRANKLIN: Okay. City's 75%.

CITY ENGINEER DOHERTY: And then the last one on this list is intersection improvement projects that we received grant funding from the Highway Safety Improvements Program to study some intersection improvements at two locations in the city.

Okay. Moving on to our storm drain funds. This is our storm drain enterprise fund plus our Measure W fund. And this is for capital projects related to maintaining our storm drain system and also for compliance with water quality standards that have been imposed on the city. So there are 10 projects here totaling \$36 million. So again, focusing on the new projects being proposed here, the first is the Manhattan Beach Dominguez Channel stormwater infiltration project. You're hopefully familiar with our 28th Street infiltration project that we're about to go out for bids on. Actually, you'll be hearing presentation on that next week. That project is intended to address our water quality obligations within the Santa Monica Bay watershed. And so this Manhattan Beach Dominguez Channel watershed infiltration project will be its sister project addressing our water quality obligations to the Dominguez Channel watershed. So this one hasn't started yet. We're just embarking on a feasibility study to see what that would look like. But that's what that project is to meet our obligations for that watershed. And then number four is the Beach City's Green Street stormwater infiltration project. This is a collaborative project that we're teaming with Torrance, Redondo, and Hermosa to accomplish. It's being led by Torrance. And this is to install a number of green streets throughout the South Bay. Two of them are being proposed for our city. And this is

actually a project that's been on the list for a while, but we're proposing increasing the funding. They're planning to bid it this summer and anticipating that bids may come in high. We're programming a little bit more money for that to make sure that we can cover our aspect of that.

MAYOR PRO TEM HOWORTH: And could you explain what green streets, what it means? Is it just about how the stormwater drains?

CITY ENGINEER DOHERTY: Yeah, green streets are usually multi-benefit projects that are typically targeted for treating stormwater, collecting stormwater naturally and infiltrating it or otherwise treating it. It could be from mechanical means, but in this case we're proposing dry wells and some bio swales, more natural means for treating the stormwater in those locations. Okay. Our Streetlight and Landscape Fund. This is not new, one project. This is an annual program for maintaining the streetlights that we purchased some years back. And we are not proposing any changes here. For the sewer fund, this is another one of our enterprise funds. We've got nine projects, 26 million over nine projects. This is to maintain our sewer pipelines and lift stations throughout the city. And I believe we only have one new project programmed here, which is for upgrades to the Programmable Logic Controllers, or PLCs. This allows us to be able to monitor and operate our lift stations remotely. So



that's the only new thing that's being proposed here. I will mention that with the sewer funds, we are making a very strong effort to get all of our lift stations upgraded. So we've got Voorhees coming up very soon. The Palm Lift Station, sorry, the Pacific Lift Station will be coming up soon so that a lot of our funding is focusing on upgrading those lift stations that are pretty old. And last but not least, the Water Fund. We've got 27.3 million over 15 projects. And this fund-funded project, such as the Peck Reservoir Project, but also all of our pipelines pumping from our groundwater wells in Redondo Beach. And here we've got two new projects that are being proposed. The first is the feasibility study for expanding the recycled water from Polliwog Park to the medians on MBB. This was per council approval at the mid-year, so we're reflecting that here. The second one, or it's number three on the list, is similar to the sewer lift stations. We have programmable logic controllers for monitoring our SCADA system on the water lift stations as well. So it's upgrades for that. And then the last is an annual program for maintenance of our groundwater wells. We have two, but they're both located in Redondo Beach. And once we have our treatment plan at Peck Reservoir online, very soon we're hoping to maximize the amount of groundwater that we are pumping. So this is to make sure that we can maintain that into the future. That is my list of projects. Here's a quick map of what's going

on in the city. This is actually a screenshot from Engineering's website on the Public Works Department's, linked from the Public Works Department's website. So these are all active links. If you click on it, it'll get you over to the project website so you can learn what's going on. So our recommendation tonight is to receive a presentation on the five-year CIP for 2025 through 2029. It's to review the list and attachments and direct staff to revise the list or to approve the five-year CIP as presented. And I'm available for questions.

MAYOR FRANKLIN: Okay, questions, colleagues?

COUNCILMEMBER LESSER: Last one.

MAYOR FRANKLIN: Councilmember Lesser.

COUNCILMEMBER LESSER: Councilmembers received sort of a late entry in terms of funding requests last night from the Oceanographic Teaching Station, the OTS, the Harrison Greenberg Aquarium, with regard to seeking monies from the city to assist on an ongoing basis with maintenance of the facility. That would be CIP or would that be operational budget?

CITY ENGINEER DOHERTY: I'll let Director Lee answer that.

COUNCILMEMBER LESSER: Even presuming there was an agreement as to what we're funding and an assessment undertaken, which is what I'm going to talk about in a moment.

PUBLIC WORKS DIRECTOR LEE: Yeah, if this is something that Council wanted to undertake, I think we would do it out of our operating budget. There's not five-year planning that we would be doing. I think, as I understood their request, it was more reimbursement-type funding for them. So I think that would be my initial reaction.

COUNCILMEMBER LESSER: Okay, next question for me has to do with what we started discussing, and that has to do with whether we're acquiring, absorbing, saving enough funds for some of these larger capital improvement projects going forward. And I was just wondering what your observation is to continue again with. We talked about certain individually designated funds, but do we have enough, particularly when we're facing parking lot three, and how would we go about it? Because I think at the last Council meeting, we asked for some direction to come up with the staff to come up with what that program might look like.

CITY MANAGER MOE: You did, and Finance Director Charelian, and we'll talk a little bit about that between CIP and the budget. But we've got some thoughts on that that the Council can consider going forward for a long-term budget.

COUNCILMEMBER LESSER: Okay, thank you.

MAYOR FRANKLIN: Okay, Councilmember Napolitano.

COUNCILMEMBER NAPOLITANO: Thank you, I talked last time about the fact that we have these enormous amount of needs, but limited resources, and how we're going to be able to afford this. And in my time on Council, the list gets longer. It never gets shorter for CIP projects. We've got 177 million, right, in projects. It's only going to grow. That doesn't include a lot of the things we've talked about. It doesn't include outdoor dining. It doesn't include necessarily a Begg pool, as we know it, or different iterations of it. There's no way we're ever going to. If people want stuff, stuff costs money. And we don't have enough money. We're never going to have enough money. We're never going to be able to save enough money from the other things that we do to be able to afford this. The only way we're ever going to do this, if people want it, is that we're going to have to raise more money to do it. And I know we just did the storm drain measure, which helps alleviate, but a lot of that, what that does is preserve our reserves and also preserves our operating money. It doesn't go to CIP. CIP, capital improvement projects, needs a dedicated source of income from now to the future in perpetuity. The only way we're going to get that is if the voters basically agree that that's a necessity, and I think that we would have to add to our sales tax to do that. It's not something I say lightly or that I want to do, but if we're going to do it, we have to make a change here. Bonding these things,

you know, sounds good, but that's, again, limited. It's limited to a certain project or projects for a certain amount of time, and it just adds debt on top of what we're already paying for other things. You need a new income stream. You need new money. You've got to look at either a sales tax increase, some sort of other fees that can contribute to it, but something is going to have to change if we're ever going to be able to afford all these things. So a quarter-cent sales tax is, what, \$2.6 million? So half-cent sales tax go from 9.5 that we're paying now to 10% would raise \$5.2 million a year, which you could also bond for to accelerate projects along the way. But until council and the voters agree to do something, all these things are going to be dreams. They're not going to be actual things that happen.

MAYOR PRO TEM HOWORTH: I have a question, just a follow-up question to that. When you talk about, and I know this is just for discussion, this is not something we would...

COUNCILMEMBER NAPOLITANO: Right.

MAYOR PRO TEM HOWORTH: But a question about that sales tax is that, isn't there also a way to direct some of the money that goes to the county for the sales tax and capture that for us rather than raising a sales tax?

COUNCILMEMBER NAPOLITANO: I've never heard of that.

MAYOR PRO TEM HOWORTH: Okay. I thought there was a mechanism, David, for Councilmembers...

COUNCILMEMBER LESSER: Maybe I'll run through the City Manager, and then as I thought there was a cap on how much sales tax can be charged and there's a cap from the total amount, and as a result, some cities have argued that the cities should raise their own taxes to get up to that cap.

MAYOR PRO TEM HOWORTH: That's what I'm thinking about.

COUNCILMEMBER LESSER: Is that what you were referring to?

MAYOR PRO TEM HOWORTH: I think so, yeah.

COUNCILMEMBER NAPOLITANO: The cap's 10.25%.

MAYOR PRO TEM HOWORTH: Yeah.

COUNCILMEMBER LESSER: Thank you.

MAYOR PRO TEM HOWORTH: I think that's right. And if we don't... Let's say we decided not to do that. The county could decide... That's what it is. The county could decide to raise the sales tax and we don't get... You know, it goes there, so...

COUNCILMEMBER NAPOLITANO: Correct.

MAYOR PRO TEM HOWORTH: Right. Got it. Thank you. I know I'd get there.

MAYOR FRANKLIN: Okay. Any other questions? I have one...

COUNCILMEMBER NAPOLITANO: Oh, I'm sorry, your honor. To complete the thought, though, I think we talked last time

about a survey. I think we have to include that in the survey for the pool. If we're outside dining for any CIPs, I mean, we have to include the idea of raising revenue through a sales tax increase to see how that pulls and whether it's worth pursuing or not because it could be put on November ballot.

MAYOR PRO TEM HOWORTH: And would you... Could you... Much like a UUT, you can earmark stuff or you can say this money is dedicated... So this money could be dedicated to CIP projects?

COUNCILMEMBER NAPOLITANO: We could say that. It's a tax increase, so it could be used for anything. But I think that Council, the city, should dedicate it towards CIP only. Otherwise, we're never going to get these things done. If we dip into it for all these little things, we have the other, the storm drain, I'm supposed to free up general fund money for those other things. Leave it as that. This should be dedicated to CIP and all the things that the residents want and hope for the future of Manhattan Beach, in my mind.

MAYOR PRO TEM HOWORTH: I support... I mean, put it on the poll, survey, whatever, get the information.

COUNCILMEMBER NAPOLITANO: Thank you, your honor.

MAYOR FRANKLIN: I'll leave that for discussion. Section, okay. So two quick questions. So the pier railing replacement, it's essentially paid for but not completed?

CITY ENGINEER DOHERTY: Correct, yeah.

MAYOR FRANKLIN: So when will it be started? How long will it take?

CITY ENGINEER DOHERTY: It's started. We have done some work on the staircases. The north staircase is open, the south one we're working on. The piers, the new railing themselves are anticipated to be delivered next week and installed very quickly. Next week.

MAYOR FRANKLIN: Next week. How long is it going to take? That's going to be quite a project, isn't it?

CITY ENGINEER DOHERTY: About two months. About two months to complete, yeah. We're expecting it by the end of the fiscal year. July 30th. June 30th.

MAYOR FRANKLIN: So we're going to start it in summer, during summer. Is it, and how is it going to be performed? Is it going to be closed down half and work on half?

CITY ENGINEER DOHERTY: They're going to be doing 500-foot segments at a time. Is that right, Gil? 200-foot segments at a time. 200-foot segments at a time. They're going to demolish it, fence it off, demolish it, and replace it all at the same time. So they're never leaving any section of the railing that will be not there. They'll always be railing there and they'll make their way around.



MAYOR FRANKLIN: Okay.

CITY ENGINEER DOHERTY: The pier will remain open. We're going to have to move some of the furniture from side to side, benches out of the way and all that stuff. But the pier will remain open the whole time.

MAYOR FRANKLIN: Okay. Thank you. And then, so those two staircases, I thought they were being, were we directing that project?

CITY ENGINEER DOHERTY: The staircases were, yeah, they were wrapped into the pier railing project. Overall, yeah.

MAYOR FRANKLIN: It's bare wood. Is it going to be painted or treated or something?

CITY ENGINEER DOHERTY: I don't know. I think it's treated for...

MAYOR FRANKLIN: I don't want to have to be replaced...

CITY ENGINEER DOHERTY: Let me call Principal Engineer Gil Gamboa. This is his project. So he can answer that better than I can.

MAYOR PRO TEM HOWORTH: And the kids will miss the splinters.

MAYOR FRANKLIN: I know. No, I just want to...

PRINCIPAL CIVIL ENGINEER GAMBOA: Hi, Gil Gamboa. So the staircases are wood staircases there. The temporary wood handrails are just temporary until we get the aluminum new

railing in. So when you build a staircase, you need a measure, field measure at that time once you build it. Because if you do it per plan, sometimes the railing's not going to come out exact.

MAYOR FRANKLIN: So will it be the supports for the hand railings as well?

PRINCIPAL CIVIL ENGINEER GAMBOA: So the hand railings will be aluminum just like what's on the pier. And then the staircases themselves are marine grade pressure treated lumber.

MAYOR FRANKLIN: Okay. All right, great. I was amazed. I was watching it. I don't know how they matched it. Met up with the pier plaza.

PRINCIPAL CIVIL ENGINEER GAMBO: Exactly.

MAYOR FRANKLIN: That was pretty interesting.

MAYOR PRO TEM HOWORTH: Engineering. It's magic.

MAYOR FRANKLIN: Yes, that's great. Okay. And this is a question, a request, and a comment maybe. But as Councilmember Napolitano mentioned, you know, this is all going to take a lot of money. We're not going to be able to do it all at once. We need other funding. But could this, or is it already in aging order? In other words, like the priority order, like the highest priority thing, the thing that's most likely to, like Begg pool, okay? You know, that really needs our attention, that kind of thing. Is this in that kind of order?

CITY ENGINEER DOHERTY: It is in terms of where the funding shows up. So highest priority, the way that we've prioritized it, you'll see funding in next year, or either prior year appropriations are coming up next year. And then the funding will show up in later years as the priorities, as we see it.

MAYOR FRANKLIN: Okay. But the priority of that project is based upon it falling apart or needing to be replaced, that kind of thing. That's kind of what I'm asking.

CITY ENGINEER DOHERTY: Right. Facilities that have come to their useful life and need attention.

MAYOR FRANKLIN: Okay. And so that is in that order then?

CITY ENGINEER DOHERTY: Yes. Yeah. Particularly for our infrastructure storm sewer, we do master plans almost every 10 years, and that sets our priorities for those projects. They prioritize what needs to be addressed sooner rather than later. So we follow our master plans as closely as we can. Same for street rehabilitation.

MAYOR FRANKLIN: Okay. Thank you. Any more questions? Okay. Public comments? We have a waving match here going on. No, you go. No, you go. You come together, you can hold hands.

PUBLIC COMMENTER TOLKIEN: Council, I'm Jonathan Tolkien with the Metlox project, and I just wanted to say I

appreciate the partnership that we've created to enhance downtown. Now, the project opened about 19 years ago, and I think it's been a great amenity along with the downtown for all the residents and visitors. And after 19 years, there's things that need to be done. We're working closely with Public Works on some of the cosmetic upgrades to the plaza right now, and certainly the things that are on the capital improvement budget, like the escalators that we've had problems with, cleaning up the garage in terms of at least starting out by painting stairwells, the fountain area since we have decommissioned the fountains, you know, just upgrading the fountains. I don't necessarily think, if it's not broken, don't fix it. It's kind of my mentality. So I don't want to see any of us spend money where it doesn't need to go. So, like, for instance, the fountain area that's also been like a park-type area in Metlox, I think just needs some basic cosmetic work, doesn't need major improvements. And really with very limited resources, we're doing a lot right now for this summer. A few things like the escalators take a little bit more. I'm in favor of that. I'm also in favor of studying the possibility of a stair in lieu of the escalators. But I don't necessarily think that we want to start ripping the garage apart to add more elevators if we pull out the escalator. I'm good with the one elevator and stairs or keep the escalators the way they are and just it works pretty

well. Let's not, it's not broken, let's not fix it. So I'm here if there's any questions of me. I'm now living down here. I'm around. I'm available. You have my cell phone number. Please call me anytime you need to if there's any questions about anything. Our partnership with the city, I think, has been great and we continue to go, I think, on our side above and beyond what our agreements require. And with 11 minutes, 11 minutes left, seconds left, that's it. Thank you, guys.

MAYOR FRANKLIN: Great. Thank you.

PUBLIC COMMENTER LAMPKIN: Good evening, Mayor and City Council. Jill Lampkin, Executive Director of Downtown Business and Professional Association. And first I want to say I know how much work goes into this, you guys. This is insane. And thankfully, Erick is kind enough to have a monthly meeting with me so that we can go over all of these things. And one of the things I wanted to throw out there for the three non-staff members that are here is that I feel like Erick is doing a really good job of looking, because as we talked about today, the escalators versus stairs versus elevators. I'm like, okay. So it's been 15 years, so what's our plan in 15 years for the next time this has to be replaced? And so I want to make sure that everyone realizes that I feel like Erick really is thinking in those terms. So it's like, okay, if this has taken 15 years and now we have to replace it, we know that in another 15 years

we have to start thinking about how we're going to fund that if it's over a matter of, you know, years or whatever. But I do also want to take one second to say that I went back through a bunch of, you know, files and we're talking about, you know, the outdoor dining, which is actually a complete overhaul of the downtown. And the reason that people move here, the reason that people visit here is the vibrancy of what is downtown. And to call it just outdoor dining is a little disingenuous. And I went back to my files and in 2014 we spent \$125,000 on a consultant to tell us we should have wider sidewalks, more lighting, and some public seating areas and some outdoor dining. In 2016, we spent another \$225,000 with the Urban Lands Institute to tell us the same thing. And if you put that into real dollars today, we just keep spending money to tell us the same thing that the downtown would be better if we made some of these enhancements. So it's not just an outdoor dining, I think it's a bigger plan that we need to be talking about. Thank you.

MAYOR FRANKLIN: Thank you. Anybody else of the three that are here?

UNIDENTIFIED SPEAKER: Sorry.

MAYOR FRANKLIN: How about online?

ASSISTANT CITY CLERK ALVAREZ: No request on Zoom.

MAYOR FRANKLIN: Okay. Thank you, Martha. So, colleagues, comments? Wrap up.

COUNCILMEMBER NAPOLITANO: On to the next one. Your budget.

MAYOR PRO TEM HOWORTH: Yeah, just go to the next budget.

MAYOR FRANKLIN: So how do you want the vote on this? Do you want us to vote on this?

CITY MANAGER MOE: Go on to the next item and take your comments.

MAYOR FRANKLIN: Okay.

CITY MANAGER MOE: Bring down Steve Charelian.

MAYOR PRO TEM HOWORTH: This is more of a workshop. I mean, we're not.

COUNCILMEMBER NAPOLITANO: We're not approving anything.

MAYOR FRANKLIN: Okay.

FINANCE DIRECTOR CHARELIAN: Evening. Honorable mayor Franklin members of City Council. Tonight is budget study session. Number one. We provided the proposed budget last meeting on the seventh of May and went through the highlights. Tonight is an opportunity for the department overview. You'll be hearing from each department and you'll be hearing about their expenditures by program, their department performance measures and metrics and key objectives for fiscal year 25 as well as investments in service delivery maintenance infrastructure,

which are included in the budget. This is an opportunity to ask questions at the end of each department presentation or at the end, it is well thought out spending plan. The items that are included are a necessity for the operation of each department. With that said, I wanted to just cover one area that was discussed on May 7th, which was including with the proposed budget was introduced the city council requested that staff take a look at long-term capital financing and how to accomplish funding goals. As well as ensure long-term fiscal sustainability. Although we have some options tonight in the staff report, we request some additional time to thoroughly review the funding needs for the capital and developments, develop some options and strategize with our financial advisor and finance subcommittee to return with a plan to city council over the summer. Some of those options to develop capital funding are outlined in your staff report. One is to allocate a portion of the year-end general fund surplus. Another is to reduce financial policy for reserves from 20% closer to the GFOA recommendation of 17%. There's also revenue enhancement options such as sales tax increase or utility users tax increase, which are part of your city council work plan as the second part to the storm drain, fee increase. So, in addition to that, to capital as Director Lee mentioned, we are transferring a million dollars to the capital improvement fund from the general fund as



well as made a commitment over the next four years to transfer another million. But it's just not enough as council member Napolitano indicated, we need a funding source, a recurring funding source to be able to, uh, foresee the future of capital needs in the city. With that said, happy to answer any questions you may have before we begin with the department presentations.

COUNCILMEMBER LESSER: I guess the one comment I would have is we're not the only one facing this sort of challenge. Other cities face the same challenge and I'm wondering, what are the different approaches I think was mentioned by Councilmember Napolitano? It may well be that it is a dedicated tax going to these funds, but I think our city has been proactive with certain funds and trying to accumulate revenue, but I'm just wondering what other cities do to face this classic challenge, is there's not enough revenue to do all the things that any city would want to do. So I welcome in your report, when you report back, maybe a little bit broader survey of how other cities have approached the same problem.

FINANCE DIRECTOR CHARELIAN: Certainly, and there was a mention of survey that we're currently working on that will be released to the public and one of the items will be sales tax, but to answer your question, what cities are doing, I did reach out to other cities. I have a peer group that I work with and Hermosa is doing just that. They're putting a sales tax measure

on in November and that is strictly for capital improvement. So it is something that is relatively, you know, it's utilized by communities to be able to get a recurring funds to do these large capital projects. Even when you go to debt service on these, you still have to pay the debt service. So unless you have a dedicated fund and it doesn't have to be sales taxes, other things that as I mentioned, but it's not going to solve the problem because you need recurring revenues, right? So, but we'll definitely take a look at that. And when we report back as to what other cities are doing for funding. But, from my feedback that I got from my peer group, which is limited in the South Bay is that they're looking for revenue sources such as a sales tax measure.

COUNCILMEMBER LESSER: Thank you.

MAYOR FRANKLIN: So I have a question on top of that. And how does that measure pass? Is it a two thirds to increase the sales tax?

FINANCE DIRECTOR CHARELIAN: If it's a specific, if it's a specific tax, it'd be a two thirds tax. If it was a general tax, it'd be majority plus one.

COUNCILMEMBER NAPOLITANO: What happens though? A lot of times they'll put an advisory measure on along with the sales tax for the general where you put a question to the public. Should this be set aside for exclusive CIP use?

MAYOR FRANKLIN: Right.

COUNCILMEMBER NAPOLITANO: And if it passes, then that generally is passes as well.

MAYOR FRANKLIN: Can we do that for the TOT seem to remember some language like that.

FINANCE DIRECTOR CHARELIAN: We did. Yeah.

MAYOR FRANKLIN: Okay. Great. Thank you. And so the 50% plus one in light of the taxpayer protection, measure that's that, that may, that is probably going to make it to the, to the ballot. If that gets passed and it's retroactive and everything has to be two thirds.

FINANCE DIRECTOR CHARELIAN: Yeah. We're monitoring that right now. We don't know the specifics that could potentially be what could happen. It is retroactive to January of 22, I believe. But we're monitoring that right now. We really don't know. We're doing an assessment as to what we're looking at if it does pass, but we just don't know, but it will be two thirds is the general idea.

MAYOR FRANKLIN: Right. Okay.

COUNCILMEMBER NAPOLITANO: If it passes.

FINANCE DIRECTOR CHARELIAN: If it passes.

COUNCILMEMBER NAPOLITANO: It's going to be (inaudible) anyway.

MAYOR PRO TEM HOWORTH: Yeah.

FINANCE DIRECTOR CHARELIAN: Yeah. Right.

MAYOR PRO TEM HOWORTH: That's going to be two major.

MAYOR FRANKLIN: Okay. Any other questions? No?

FINANCE DIRECTOR CHARELIAN: Appreciate that. So again, we're going to go in department order, starting with management services and ending with information technology. All the department heads or representatives are sitting behind me in department order. And we're going to start off with management services. I'll turn it over to George.

ASSISTANT TO THE CITY MANAGER GABRIEL: Good evening, Mayor Franklin, members of the City Council. My name is George Gabriel Assistant to the City Manager and I'll be providing tonight's presentation regarding the management services department budget.

MAYOR PRO TEM HOWORTH: It's in a different section.  
Page 208.

ASSISTANT TO THE CITY MANAGER GABRIEL: So for your reference within the budget binder, the management service department budget is located on pages 85 to 116.

FINANCE DIRECTOR CHARELIAN: In your green budget binder.

MAYOR PRO TEM HOWORTH: Oh, I'm looking in - -

COUNCILMEMBER NAPOLITANO: Under management services.

MAYOR PRO TEM HOWORTH: But it's also in the blue. It's also in the other. Anyway.

FINANCE DIRECTOR CHARELIAN: Correct. It'll be in the blue. But the reference, the department heads will be referencing page numbers that are specifically in your budget binder.

COUNCILMEMBER NAPOLITANO: Can we use a smaller font? I can still read this a little bit.

ASSISTANT TO THE CITY MANAGER GABRIEL: So we'll begin with the breakdown of department expenditures by program. Management services consists of five divisions, elected officials, city manager, civic engagement, city clerk, and city attorney. You'll recall that just last year, we consolidated the city council and city treasurer division budgets into an elected officials division. And we also added a civic engagement budget as well. Within the department budget, 16 positions are allocated for a total budget amount of 5.2 million. Moving on to performance measures, which you can find in the green budget binder on page 90. I'll highlight a couple of these. So as you can see, the first two of them are largely dependent on resident ratings provided by our survey that are not available this year, but as we typically conduct it on a biennial basis, they'll be provided next year. We typically aim for 90% ratings on both of those. And then just to highlight some of our communication

efforts the city, the city continues to see growth on our communication efforts and the primary social media channels of Instagram, Facebook, and Twitter known as X, increases range from three to 38%. Depending on the platform, most notably Instagram continues to see significant growth estimated at 38% this year. So regarding our, what we call by the numbers in terms of our hard data and our output as a department, obviously we're a citywide department, but see these are the ones that are specifically relevant to management services. I'd like to highlight a couple of them. So we continue to see a large number of public records requests. We completed 2,946 on a citywide basis. We maintain an email distribution list of 14,000 emails. We processed 455 agenda items in 2023, executed 408 contracts last year, an increase from the 302 contracts in 2022. Followers on Instagram increased from 14.5,000 to 18.3. Homelessness continues to remain stagnant, but it's only done by our outreach efforts that the city council has continued to invest in. We assisted 97 unique homeless clients in Manhattan Beach, increasing from 90 from the prior year. And I'd like to highlight some of the key objectives of the management services department. Some of these are ongoing, obviously a city council places a large emphasis on community priorities, infrastructure, which we discussed today within the work plan items, public safety. We're going to take specific objective as relates to

community engagement, promoting participation and collaboration on stakeholders to contribute to decision-making. And you'll see a key investment that will highlight as well continue to address city council direction on homelessness and equitable solutions that balance the business use, business use of public right away, improving the city website, usability and design transparency of coastal regulations and public records request software systems. And lastly, providing prosecutorial services as needed to address crimes, not preempted by the state. Such as a trespassing, graffiti, illegal shopping cards, public urination, public nuisance, and smoky and public. These are all things that are included within the scope of the budget and the city attorney's budget has been adopt or has been increased to reflect that additional prosecution. So on the investment side, I'd like to highlight two that amounts to \$61,750. These are technology investments, both of them. The first one is a citywide city, uh, citizen and staff engagement software amounting to \$50,000. And so the city continues to look at a variety of ways to engage the community. One particular software within this investment is an AI engagement and experience platform software. Obviously the city is well accustomed to using, you know, software like survey monkey, but these are designed to collect quantitative data with question types, including scale, dropdown, comment boxes, and so on. And while

these are open ended questions, they lack the sharing and rating and the dynamic ability that we see other software providing. And so we're proposing, sorry, we're proposing software that one of many softwares, but one is that we brought up is thought exchange and we're hoping to use it internally and externally. And we're hoping they'll easily aggregate insights from a broader range of perspectives and contribute to that dynamic decision making and trade off discussion that we can benefit from as a community and internally. The second one amounting to \$11,750 is, uh, net file modules for AB1234 ethics training and boards commissions application processing. This will assist the city with ensuring compliance with the required AB1234 ethics training. And the others for the management of our boards and commissions processes. Both modules are specific to the city clerk's duties and would assist their office in automating deadlines and communications as well as tracking required documents and commission member history as well. With that being said, that would include the management services department budget and I'm available for questions.

MAYOR FRANKLIN: Councilmember Lesser.

COUNCILMEMBER LESSER: Speaking of citizen and staff engagement software. I have a question, go back maybe two, three pages to the metrics for management services.



MAYOR PRO TEM HOWORTH: We're gonna say the same thing I bet. Go ahead.

COUNCILMEMBER LESSER: I'm just curious if the software would allow past numbers to be presented along with current. So you can see on the right, it has past data about homeless count, homeless assistance and MB, but when it comes to the number of public records completed City Council meetings held forward boards and commission, we just have this immediate past year. And my recollection is there was prior previously in prior years, at least presentation of the numbers, which gave us a sense of are we going up? Are we going down? Does the software enable the past data to be added?

ASSISTANT TO THE CITY MANAGER GABRIEL: Well, so that software, they were referenced is more on a public engagement side as relates to - -

COUNCILMEMBER LESSER: I know.

ASSISTANT TO THE CITY MANAGER GABRIEL: - -you know, the, by the numbers. I'm unsure if the software has that capability, but it's certainly numbers and data that we track on an ongoing basis. What this is kind of meant for is a kind of a freestyle and, and really highlighting certain data points. But obviously the city keeps track on a year to year basis of what we do as it relates to public records requests and so on and so forth.

COUNCILMEMBER LESSER: And even this sort of high level presentation would be helpful to have an idea of whether we're going up, going down. And I recognize that the software doesn't support this software. Then you can't do it.

ASSISTANT TO THE CITY MANAGER GABRIEL: Yes.

COUNCILMEMBER LESSER: Thank you.

MAYOR FRANKLIN: Mayor Pro Tem Howorth.

MAYOR PRO TEM HOWORTH: Thank you, Mr. Mayor, slightly different. I just want to point out that you actually drilled down to inform us that there's been 106 hours and nine minutes of city council meetings in the past year. And I suddenly feel a lot older than I did before I looked at that number.

COUNCILMEMBER NAPOLITANO: Amy feels like 105.

MAYOR PRO TEM HOWORTH: Yeah. Anyway, great information. That's all.

MAYOR FRANKLIN: Is that it? Okay.

MAYOR PRO TEM HOWORTH: I don't want to make this go any longer.

MAYOR FRANKLIN: If I may, we have Instagram on that page. The slide six or page 210. You have Instagram followers, 18,000, 18.3,000. Again, it would be helpful to get the metrics here to see the growth pattern on that, to see what's successful. But the other thing that might help is, you know, residents versus non-residents. I can't believe that this is,

you know, half of our population is, you know, I would love to have half the population on Instagram, but I got to believe that it's some out of town, which is good too, because that's people making inquiries.

MAYOR PRO TEM HOWORTH: Can you tell that on Instagram? I don't think you tell the location.

MAYOR FRANKLIN: They could probably tell you anything.

MAYOR PRO TEM HOWORTH: I don't think so.

MAYOR FRANKLIN: If you purchase metrics. But something like that would be helpful to see if we're really, you know, hitting residents versus visitors. Visitor information, like I say, is very important. So just as you're accumulating these statistics, that would be very helpful. And obviously, Instagram wins, right? Over Facebook?

ASSISTANT TO THE CITY MANAGER GABRIEL: Yeah, Instagram is definitely a primary form of communication, not only for the city, but one that the residents as well as visitors utilize.

COUNCILMEMBER NAPOLITANO: What's Instagram?

MAYOR FRANKLIN: You know that?

COUNCILMEMBER LESSER: It's kind of like a printed newspaper except - -

MAYOR FRANKLIN: interweb thingy.

COUNCILMEMBER NAPOLITANO: I don't have it.

MAYOR FRANKLIN: All right. Okay, great. Thank you. Any other questions? Thank you very much, George.

FINANCE DIRECTOR CHARELIAN: Good evening again, honorable Mayor and members of the City Council, Steve Charelian, Finance Director, and I'll be presenting the finance department. So you can follow along on your green budget binder, starting at 117. Our program expenditures, we have four programs administration, which is channels the budget and the financial reports, accounting, which does our payroll and AP and audit, as well as our year-end effort. Revenue services is cashiering, utility billing, accounts receivable, and as well as customer service and purchase and procurement. We have a budget of about \$4.8 million and 20 full-time positions. Our performance measures, I'm going to highlight a few of these, although they're all similarly important. Our first one is to continue our AAA rating. We reaffirmed that in 2021, helps us when it comes to debt service and borrowing. Also to attain an unmodified audit opinion, that's very important to us on an annual basis. It's the best possible opinion you can get. And we have an interim and year-end audit annually, and we strive to get that opinion, as well as attain our budget awards, which is very important. I meet a certain criteria developed by the GFOA and CSMFO, and we get that annually. And we're very proud of that. I want to continue doing that. Some of our analytics, a

lot of numbers here, because we're out-facing when it comes to resident-centric. We have 87,000 utility bills and notices that we mail out annually. We get about 4,900 phone calls on a monthly basis. We are cashiering transactions annually about 13,000, so we're still seeing some activity there. We issue about 4,000 parking permits, and we issue about 4,600 accounts payable checks to our different vendors annually. Our key objectives for fiscal year 2025, to complete a comprehensive user fee and cost allocation plan update, we're working through that right now. We last completed the user fee study in 2020. This process allows us to recover cost for services that we provide. The timeline for this is to be delivered to the finance subcommittee in November and City Council in December, and most all departments will be involved in this process. Next item is continue to improve short-term rental program by adding efficiencies and ensure operating compliance. We're working closely with our partners in community development to ensure compliance, and we've grown this monthly submittal from just a few to 130 at our top side. This program now brings in over a million dollars annually. Initiate RFP process for city leases and transit occupancy tax, hotels and short-term rentals. This includes the studios. This audit takes place periodically to make sure that the municipal code is being followed, as well as our agreements that are being adhered to. Implement a financial

transparency portal. We're excited about this. This portal gives us the ability to put on our website for anyone that's interested to view summary of our financial data for complete transparency, and it's part of our implementation for our ERP solution. And last but not least, it's our last major financial module, which is our licensing module. We started the Munis Enterprise Solution implementation in 2020, and this we're hoping by the end of this calendar year that we put in the last module, which is business licensing and complete that four-year process. We have a service delivery investment, which is included in the budget, and this is the add-a-account specialist. This is the offset. This is offset by a part-time reduction in hours. This is currently a part-time worker working between 30 and 35 hours a week, so it's an incremental increase to get it to net new full-time. This is much needed for our frontline customer service to support the growing demand of short-term rental program, as well as our digital water meter customer support. And the other item that is included in the budget I just mentioned as a key objective, which is \$65,000 for the land lease, TOT, and studio audit that we will commence next year. Happy to answer any questions that you may have.

MAYOR FRANKLIN: Colleagues? Anybody? I just have a couple, 4,900 phone calls a month?

FINANCE DIRECTOR CHARELIAN: Correct.

MAYOR FRANKLIN: That's like, how many per day divided by 20 is 250 a day?

FINANCE DIRECTOR CHARELIAN: We have a work center on our phone calls, and it's tracked a little bit differently because we have six phone lines that come in, and the analytics tells us that's what we're getting calls.

MAYOR FRANKLIN: That's great. And then a perennial question people always ask, how much do we make on our parking citations?

FINANCE DIRECTOR CHARELIAN: We issue them, they're \$53, and then we pay out, I want to say, we net out about \$39, so we pay out about \$14 to the state for construction funds on a monthly basis. So we net out about \$38, \$39 of the \$53 parking citation.

MAYOR FRANKLIN: Okay, great. Thank you.

FINANCE DIRECTOR CHARELIAN: You're welcome.

HUMAN RESOURCES DIRECTOR JENKINS: Okay, good evening City Council. My name is Lisa Jenkins, and I'm your Human Resources Director. We are a small but mighty department of eight full-time employees, and we have the privilege of supporting the city's most valuable resource, which is our employees. You can see from this first slide here that the majority of our budget is actually dedicated to risk management,

and it comes out of our insurance fund. The reason for this is because all claims, including liability and workers compensation, are paid out of that insurance fund. I'd like to take this budget presentation opportunity to very briefly talk about some workforce trends and recruitment trends that we're seeing. To that end, I'd like to point your attention to the top performance metric. So you can see that our time to fill, and this is the time between when a recruitment is opened and when a referred or eligible list gets sent to the department, has remained pretty static the past few years, around 30 days. I just wanted to point to your attention that prior to 21-22, this turnaround time was actually about double this, and we've been able to reduce that time despite having three to four times the volume of recruitments that we've had in the past, and that's been with a focus on efficiency and recruitment. We've automated our online application system and evaluated our process. On this slide, I'd like to point to the years of service chart here as it highlights some of the other needs that I'll be discussing. You can see on the breakdown of full-time employees, so this is based on our active employees as of March 1st of this year rather than our budgeted employees. Employees with four years or less is around 44% of our total employee population, and if you carry that out to employees with nine years or less, it's around two-thirds of our employee population. So I think this chart



here underscores the need for enhanced training and development for our city employees. In addition to the increased volume of recruitment, we, with that, have an increase in the number of promotions, which is an opportunity as well to provide supervisory and management training to our newly promoted employees. Moving on to our key objectives in the coming fiscal year, as I mentioned, we are hoping to continue to expand staff development opportunities, enhance our training and development, both on mandated trainings, as well as other professional development opportunities, continue to expand our employee wellness programs, as well as our employee safety program. We will be preparing for negotiations next year with four full-time bargaining units. Those contracts, if you recall, shifted from a calendar year basis to a fiscal year basis, so those are set to expire in June of 2025. And then along with that, we hope to make significant progress on updating our rules, policies, an employee handbook, and have an opportunity in the negotiations to tie up any loose ends with that.

COUNCILMEMBER NAPOLITANO: Good luck, you guys.

HUMAN RESOURCES DIRECTOR JENKINS: As I mentioned at the start of the presentation, we have eight full-time employees. We have been able to keep up with our increased demands, with our employee population increasing, through really dedicated and qualified part-time staff, who we've been able to

retain as well. With the emphasis on training and development, our request is to add additional part-time dollars to support a training and development part-time position that will have a dedicated focus on those staff development and training opportunities. We do have a healthy training budget, which I'm grateful to the Council for, and with this, we will have resources as well dedicated to making that a priority. We also would like to add a part-time budget for an HR intern, which will be staffed as needed as we have interest. Recently, we had a human resources intern who was appointed to a full-time human resources assistant position when we had the vacancies, so that's a good opportunity to cultivate professional staff into our office as well. And then we are over time increasing our line item budget for administrative investigation. That's something that wasn't historically budgeted, and it is something that obviously we're required to do if we have employee complaints that are brought to our attention. And then we have a couple opportunities to enhance our employee wellness benefits and offerings. As we've discussed with Council over time, we are always looking for opportunities to provide enhancements and incentives to our full-time and part-time employees when possible, and really focus on those programs that have a relatively low cost but might provide a little bit of interest on the recruitment front, a little bit of something that maybe

other agencies don't do that we can do. In this case, this covers what's called an active and fit membership, and that is a kind of flat rate service where employees both have access to a once annual wellness-related item, like a Fitbit or yoga set, things like that, as well as subsidized or covered gym memberships. So that's something that will be a really nice benefit for our employees. Along with that, we're looking into an enterprise membership for Calm, the Calm app, or a related app that basically provides meditation and I don't know if you are familiar with the sleep stories that they provide, but...

MAYOR PRO TEM HOWORTH: Oh, yes.

HUMAN RESOURCES DIRECTOR JENKINS: Okay. So this is something that provides for employees, as well as all household members, access to that Calm membership at a significantly lower rate than somebody would pay through the app store. So just a few extra enhancements that we're looking at and definitely our employee wellness program has shifted to having more of an emphasis on mental health and overall wellness and we're always looking for opportunities to enhance that. And with that, I would be happy to answer any questions.

MAYOR FRANKLIN: Mayor Pro Tem.

MAYOR PRO TEM HOWORTH: Yes, thank you, Mr. Mayor. Sort of similar to, I think it was Councilmember Lesser, but back to the kind of your metrics, the very, this graphic page here.

Yeah. So under Risk Management, we have workers compensation claims filed at 41 and liability claims at 37. And do we know how those compare to years past?

HUMAN RESOURCES DIRECTOR JENKINS: I would want to come back to you with that information. I think they've been relatively static, but I can provide updated information to Council.

MAYOR PRO TEM HOWORTH: That's useful.

HUMAN RESOURCES DIRECTOR JENKINS: Our budget overall hasn't increased that significantly.

MAYOR PRO TEM HOWORTH: Okay. Great.

MAYOR FRANKLIN: Councilmember Lesser.

COUNCILMEMBER LESSER: Lisa, I wanted to follow up on this first key objective for fiscal year 24-25, and that is to continue to expand staff development with training and development opportunities. Can you talk about what that means? Are we talking about education programs, off-site, online? Are we talking about additional supervision and training? What does that actually mean?

HUMAN RESOURCES DIRECTOR JENKINS: It's a combination of all of those things as well as expanding management-level coaching opportunities. So, I mean, this could include anything from coming up prior to July 1st. We have a workplace violence prevention plan requirement that we're required to provide staff

training on. But with that, we're adding on de-escalation training and customer service training for our staff, as well as active shooter prevention training. This, you know, includes required training like harassment training and OSHA training, but it also includes, for example, last fall, we did a supervisor and management series where we had a mandatory session for all supervisors and managers. We're offering that again. We're looking at a program that would have an emphasis on emerging leaders like lead positions or people who are aspiring to be supervisors. And then also we have virtual offerings through various companies that we contract with. So it's really looking at kind of a holistic approach to that development. And the online offerings offer the opportunity. For example, if there was something noted in somebody's development plan or performance evaluation that they need to improve in an area that we could provide resources for online training or coaching that relates to that. So it's really taking a look at all of those offerings.

COUNCILMEMBER LESSER: Thank you.

MAYOR FRANKLIN: Okay. Looks like no more questions. So thank you very much.

HUMAN RESOURCES DIRECTOR JENKINS: Okay. Thank you. And I will be turning it over to Senior Recreation Manager, Melissa McCollum, who will be presenting for Parks and Recreation.

SENIOR RECREATION MANAGER MCCOLLUM: Thank you so much. Good evening. And before we move to Parks and Rec budget information, I just wanted to quickly remind Council and the community about two upcoming events. We do have our Older Adults Health Fair on Friday, beginning at 8:30 at Joslyn, as well as our annual camp out at Manhattan Heights this weekend. But back to the Parks and Rec budget information, which if you'd like to follow along, is on page 159 of your binder. And as you know, within Parks and Rec, there are five program areas, admin, rec services, cultural arts, sports and aquatics, and our community programs. And within community programs, that covers our Older Adults Program, transportation, as well as our volunteers. We have 21 full-time staff members and no anticipated change for fiscal year 2025, as well as over 150 part-time and seasonal staff. We have a budget of \$11.3 million and also projected revenue for next fiscal year of \$4.6 million to help cover the cost of some of those programs. Much of that revenue does come from our reservations as well as our sports and aquatics programs. In terms of performance measures, which are noted on page 164, we did conduct an Older Adult survey this past year with 95% satisfaction rate. We are also anticipating 35 public art projects this year, which is a mixture of utility boxes, murals, sculptures, as well as progress to the Bruce's Beach artwork. In terms of department analytics, we have had continued

strong enrollment, almost 18,000 class registrations, continued high use of all of our parks and facilities, including almost 70,000 visits to Live Oak alone. We have over 400 volunteers with over 24,000 hours of service, and many of those fall within our Older Adult programs, teaching classes, facilitating conversations, and offering other opportunities to connect. So we really thank them for their very impactful service. We have over 9,000 youth sports group participants, as well as a very strong social media presence with over 24,000 total followers.

COUNCILMEMBER NAPOLITANO: Well, so back to the previous page, it says department general fund revenue equals at least 35% of expenditures. The estimate for 23-24 is 39%, whereas the prior year was 54%, the year before that was 48%. Do we know why the big drop-off?

SENIOR RECREATION MANAGER MCCOLLUM: Yes. So in the past, that percentage, I believe, was calculated without including the insurance allocation, the citywide insurance allocation, which can vary pretty widely year to year.

COUNCILMEMBER NAPOLITANO: The bigger capture of the actual cost?

SENIOR RECREATION MANAGER MCCOLLUM: Yes. So now it is including that.

COUNCILMEMBER NAPOLITANO: Okay.

SENIOR RECREATION MANAGER MCCOLLUM: So in terms of our key objectives, we are in the process of developing a strategic plan to outline priorities, maintain open space, and proactively address infrastructure investments. We've completed a team and community meetings to develop the three strategic priorities, investing in our people, maximizing and enhancing our facilities, and elevating our programming experience. And each will include strategic objectives to help accomplish each priority. We also plan to update the comprehensive park semester plan project to include short-term, mid-range, and long-term projects. This will be accomplished in partnership with Parks and Recreation Commission, as well as Council. Plan to collaborate with LA County Library to explore the feasibility of cultural library in East Manhattan Beach, and continue to expand class offerings and older adult programs. Staff has worked with the Beach Cities Health District to provide expanded older adult programming. In addition, we've developed many new programs, including camps, special activity, classes, and artist workshops, but we want to do even more. Also plan to repackage and finalize the Bruce's Beach artwork request for proposals. The Art and Public Places Committee has updated the RFP. The item is temporarily on hold during the Cultural Arts Manager recruitment, but during the recruitment process, we hope to bring in a facilitator to help move the project forward.



Finally, in terms of department changes or investments, we have been searching for a software platform to provide a better user experience for our registration system. And we do plan on piloting a reservation app in the coming months. And second, our chairs at Joslyn are currently in poor condition and definitely in need of replacement. So new chairs will be easier to clean and maintain for the wide ranges of uses from our daily programming to use at some of our special events. So that does conclude my presentation, but I am available for questions.

MAYOR FRANKLIN: Okay, no questions? Okay, thank you.

COUNCILMEMBER LESSER: Actually, I did have one. There had been an exploration with the older adult programs to make better use of other facilities beyond just Joslyn, Heights, as well as some partnership with the Beach Cities Health District at Adventureplex. Can you provide any insight in the status of those discussions?

SENIOR RECREATION MANAGER MCCOLLUM: So I do know that they're under development. I don't know that they've been implemented at Adventureplex yet, but our senior recreation supervisor is working closely with Beach City Health District about options.

COUNCILMEMBER LESSER: Okay. Thank you.

MAYOR FRANKLIN: Thank you, Martha.

POLICE CAPTAIN ENRIQUEZ: Okay. Good evening, Mayor Franklin and members of the City Council. I am Andrew Enriquez, your Captain for the Police Department. I'd like to thank you for this opportunity to present the Police Department's budget on behalf of Chief Johnson. If you'd like to follow along in your budget book, it's on page 199, is where it begins. Our proposed budget for fiscal year 2024-25 starts on 199. Our proposed budget is approximately \$39.4 million and includes 120 full-time positions. As you can see, 64% of our budget goes toward personnel costs, which are the boots on the ground. Police Department programs include administration, which also includes records, technical support, dispatch, investigations, crime prevention, and the school resource officer program, patrol, which includes jail operations, traffic safety, which includes parking enforcement and animal control, and our asset forfeitures and grants. Looking at our performance measures, which start on page 204 in your budget book, violent crime is up slightly compared to last year, which is a trend that law enforcement agencies across the state are seeing. Property crimes are trending lower this year than last year, and we are working hard to fill open positions since July of 2023. With the assistance of our human resources department, we've filled 15 full-time positions. In looking at our analytics, I'm really proud of our team at the Police Department. In 2023, we

responded to over 16,000 calls for service and made over 19,000 self-initiated service contacts. Our volunteers and policing donated over 2,800 hours of their time in service to our community. Our records section processed over 2,400 public records requests, and we continue to connect with our community through a robust social media presence and push messages out through our public safety notification system, Everbridge, which was formerly known as Nixle. In looking at our key objectives for fiscal year 2024-25, we will provide training and leadership opportunities for sworn and civilian personnel, as well as attracting and retaining outstanding employees through focused recruitment, hiring, and training. We will complete the 2023-2024 Police Department strategic plan goals and report to the community. This includes a focus on three key goals, implementing proactive crime-fighting strategies, collaborating with the community through engagement and community partnerships, and employee development to ensure that our team has the tools and training they need to provide the highest level of service to the Manhattan Beach community. We will coordinate patrol and detective response to crime trends, and this will include providing directive patrols and developing proactive crime-fighting strategies to reduce crime and improve the quality of life in Manhattan Beach. We will enhance usage of crime reduction technologies, utilizing the technology to

enhance the delivery of public safety services, and we will continue to promote traffic and bike safety through enforcement and education. The Police Department budget includes investments in public safety vehicles and technology that will ensure our officers have the tools they need to keep the community safe. In light of potential threats to crowded events, the practice for modern law enforcement agencies is to staff a crisis response team at each special event comprised of SWAT personnel, an armored rescue vehicle, and medically trained officers with first aid supplies. Currently, the Manhattan Beach Police Department SWAT team has no armored rescue vehicle. The purchase of a rescue vehicle will allow for it to be deployed at all high-profile events and used during emergencies. At high-profile events, it will be equipped and used with medical supplies and staffed with a minimum of four SWAT officers who are trained in tactical emergency medicine. The budget also includes three net-new, fully-outfitted vehicles to address shortages as we work to achieve full staffing. Lastly, our Automated License Plate Reader technology will be installed in all patrol vehicles to increase officer safety and aid in investigations by automatically alerting officers to nearby wanted and stolen vehicles, as well as vehicles driven by persons who have been reported missing or at risk. We are not requesting any

additional full-time positions, and I'm available for your questions.

MAYOR FRANKLIN: Mayor Pro Tem Howorth.

MAYOR PRO TEM HOWORTH: Thank you, Mr. Mayor. I want to, let's see, it is page, again, the cute page, the page with all the visuals. Page 238 in the blue binder and whatever page it is, the green binder. I know that the police chief has highlighted this before the public, before, but I also want to highlight that there were 19,430 self-initiated service activities, which means that our police department, our officers, our patrol officers, whether it's traffic stops or, you know, notice something suspicious, initiated those without being called. So I want to really point that out because I think that's a really important thing for the community to understand. There were 16,664 calls for service, but again, on top of that, our police department initiated 19,000, so that's really important. Now, on those calls for service, those calls for service, are those the numbers that go to our RCC, or are they also the numbers that go to our non-emergency number, or is that the same thing?

POLICE CAPTAIN ENRIQUEZ: That is the same thing. So there's several numbers to get to RCC, there's the non-emergency number, there's 911, and there's, you can call our front desk,

and our front desk can transfer you to the Regional Communications Center in Hawthorne.

MAYOR PRO TEM HOWORTH: Now, is it the front desk? So, and I'll admit, I didn't realize that the non-emergency number went to the RCC. And so, you know, I might call and say, hey, there's some suspicious-looking guys or kids on e-bikes at the Vons parking lot. It's not actually maybe a crime yet, but I wanted our folks to know. But that just goes to RCC, and then they relay it back to us. Have we ever had it where we had a non-emergency number that was, really a non-emergency number that was local?

POLICE CAPTAIN ENRIQUEZ: So, I've been here since 1998.

MAYOR PRO TEM HOWORTH: Longer than me.

POLICE CAPTAIN ENRIQUEZ: I don't remember a time when we actually dispatched calls out of our station. However, the Watch Commander's Office is right next to the front desk, and there is usually someone in the Watch Commander's Office. And I know for myself, when I had worked as the Watch Commander, if I would hear a call come into the front desk, I would immediately get on the radio and just put out, hey, calls coming into RCC about a shoplifting at Vons. Go ahead and start units that way. So, as the call is being transferred to RCC from our front desk,

we already have units going that way to at least start to get information.

MAYOR PRO TEM HOWORTH: That's helpful to know. And is that, if I call the front desk, as opposed to the Watch Commander? Or is that the same thing? I apologize. I mean, I'm, you know.

POLICE CAPTAIN ENRIQUEZ: No, it's okay. I realize that the police department's very confusing, and it has to be to be open for 24 hours a day, seven days a week.

MAYOR PRO TEM HOWORTH: No criticism.

POLICE CAPTAIN ENRIQUEZ: Always calling the front desk will get you a person to answer the phone, a live person. If you call the Watch Commander's Office line, and there isn't a Watch Commander in there, the front desk will answer that number.

MAYOR PRO TEM HOWORTH: Okay. And the non-emergency number is considered the front desk?

POLICE CAPTAIN ENRIQUEZ: The non-emergency number goes to RCC, the 310-545-4566.

MAYOR PRO TEM HOWORTH: Yeah. I need some more numbers. Okay. Gotcha. Thank you.

POLICE CAPTAIN ENRIQUEZ: You're welcome.

MAYOR FRANKLIN: Okay. Councilmember Lesser.

COUNCILMEMBER LESSER: Captain Enriquez, one of the highlighted expenditures for this upcoming year budget is the

SWAT Rescue Vehicle. And I wanted to better understand, I thought there already was a vehicle for SWAT. Am I incorrect about that?

POLICE CAPTAIN ENRIQUEZ: So, there is a regional armored vehicle that was shared by all the South Bay Cities. It was purchased almost 20 years ago. It's pretty much reached its end of life, although we still use it, because not all of the South Bay Cities have an armored vehicle. Most cities are going to that. Hawthorne, Gardena, Inglewood has several. A lot of agencies are going to purchase these because they're recognizing that, for instance, when we have the pier fireworks, we have four armored vehicles here positioned in different parts of downtown, because realizing if something happened south of Manhattan Beach Boulevard, we wouldn't want to drive a vehicle that's parked on the north side all the way through this crowd that's trying to get out of an emergency. We would already have a vehicle positioned on the south side of Manhattan Beach Boulevard. So, it's helpful for us to have our own to allow for those numbers to happen, because as it is now, if we have a multi-jurisdictional event happening, it's sort of a race to who can reserve the regional armored vehicle first.

COUNCILMEMBER LESSER: Okay, that answers the question. Thank you.



MAYOR FRANKLIN: So, on the same subject, how many times do you think that's been deployed or would be deployed?

POLICE CAPTAIN ENRIQUEZ: Well, off the top of my head, I know that we deploy it every fireworks. We deploy it for hometown fair. We deploy it for the downtown peer lighting, north end MB, the open houses, downtown open house, most large-scale special events, pumpkin races. We have a vehicle out there with at least four trained personnel that are also trained in medical. When this all originally started, it was just an armored vehicle, but we realized pretty quickly that if we can train in medical emergencies and tactical medicine, we can actually help bring medical aid and assist the fire department with that in a quicker manner than we used to be able to.

MAYOR FRANKLIN: Okay, great. Thank you. Anybody else? No? Thank you very much.

FIRE CHIEF LANG: Good evening, Mayor and Council. I'm Mike Lang, your fire chief, tonight I'll be presenting the Fire Department budget.

MAYOR PRO TEM HOWORTH: No, we're good.

FIRE CHIEF LANG: So, if you want to follow along, I'm on page 231 to 264. So, the fire department comprises of five divisions, administration, community risk reduction, fire operations, emergency medical service, and support services. We have a total of 41 full-time employees with a budget of about

\$18.7 million. And for our notable statistics, you can follow along on 234 on this as well. Some of the highlights, I'd like to highlight actually our annual inspections. When I came on as your fire chief in 2021, we were about 26% of our inspections were being done. The last two years, we're going to hit 100%. So, we're meeting our state mandates and our other business inspections as well. And we're remaining down a little further as our under five-minute response time, there was a typo, it should be just under five minutes for the 2023-24 as reflected in our next slide. So, our statistics we would like to showcase, we've consistently seen our call volume increase. Last year, we were a little over 4,000 calls. With our extended response time of under five minutes, a 459 average. Because here, our bulk of our calls, our EMS calls, about 2,400 calls. We have about 6,600 hours of training divided between EMS and fire operations. And our August remains our busiest day, or excuse me, month of the year. Saturday, the busiest day between 12 and 1 p.m. or busiest time of the day. And going again, giving our fire prevention and now known as community risk reduction, ton of props. All state mandates of 423 were done 100% this year. They provided 117 construction inspections, 16 studio inspections that are movie studios. And the big number is our 459 plan reviews in-house. Previous years prior to this year, the most we've ever done in-house was 42. So what that provides is a quicker turnaround.

Also, we're not contracting out to a third-party provider and in turn paying them, so we're retaining all that cost recovery in-house. Some of our key objectives this year is to maintain a high level of operational readiness for emergency response through training and employee development. Complete all state mandates and operational permit requirements as mandated by the state. We're consistently reassessing our current EMS delivery and opportunities to increase efficiency, and at mid-year, you did approve a second ambulance, and we're in the process of flying those positions now. And as of today, we're at roughly 47 applicants, so we're hoping to get those on soon. We're going to complete our local hazard mitigation plan here soon, and then our next phase would be our emergency operation plan. So our service delivery investments here is really concentrating on employee retention and our succession planning. We'd like to add a fire department intern, which will be really concentrating on assisting our emergency preparedness administrator on this emergency operation plan and local hazard mitigation plan to free up some of her time instead of data collection. That person will be doing that and free up her to do better user time. Upgrade our manager analyst to a senior analyst position, again, for employee retention. She's working far above what she's doing now, her position now. And then for succession planning, upgrade one of our fire inspectors to senior inspector, which would

create a step, which would be the next step before going to fire marshal. So the total cost of that would be \$49,275. Some other investments we'd like to do is increase our wellness program. We're looking at, like I said, looking long-term. We do a good job at our physical fitness, our medical exams, but we want to tie in, and we do have an on-call psychologist that firefighters can call at any time. We want to take a step back and start that process as we bring them on in our mini academy, and then there'll be a wellness check every three to four months. And so really, and then do a better job at physical fitness training, medical training. And our ultimate goal is to reduce our work comp numbers. So in results, a good investment up front to reduce our work comp numbers down the line. \$30,000 for, again, for the updated emergency operation plan, and then an \$18,000 investment to replace AED batteries throughout the city. We have community access AEDs throughout the city, and the batteries, some of the batteries are starting to need to be replaced, and as well as food and supplies for our employees in case we do have an emergency, and we do need to open up the EOC, and some of that food is starting to expire. We need to replace that. So the total investment there would be \$127,000, just shy of \$128,000. We have no new full-time employees, and I'm available for any questions.

MAYOR FRANKLIN: Okay, colleagues?

COUNCILMEMBER LESSER: I just have a random question, Chief. And I was asked if all of our parks have AEDs that are accessible to the public, and if so, are they well marked? And I'm not sure who would know that. I mean, who has responsibility for the AEDs?

FIRE CHIEF LANG: We have responsibility for AEDs in partnership with our park and rec, and I'm just getting on - -

COUNCILMEMBER LESSER: And I can follow up with - -

FIRE CHIEF LANG: - - to all of them. We are actually assessing different ones, and we're actually assessing putting one at Joslyn Center that can be checked out for activities at the Little League field and at the Seniors, play softball and other events at the big fields, so they can go check it out. Mark and I have been working on that together, Director Leyman and I have been working on it together, but one there that can be checked out and taken to and from the facilities.

COUNCILMEMBER LESSER: Okay, I can follow up offline, but that was a question a resident asked me. Thank you.

MAYOR FRANKLIN: Chief, could you just give me an idea of the trend, like this year was 4,026 total calls. Is that pretty similar, you think, to the year before?

FIRE CHIEF LANG: The year before was the number at 3857?

MAYOR FRANKLIN: Oh, I see. I'm sorry. I'm sorry, I was looking at the right hand. All right, great, got it. Thank you. Okay. Thank you very much. Anybody else? No? Thank you, Chief Lang.

COMMUNITY DEVELOPMENT DIRECTOR MIRZAKHANI: Good evening, Honorable Mayor and Councilmembers Talyn Mirzakhanian and your Community Development Director. I'm pleased to present our department budget for the next fiscal year. To follow along with our department budget, you can turn to pages 265 to 300 of your budget binder. Community development is comprised of building and safety, planning, code enforcement, traffic engineering, environmental sustainability, and administration. The pie chart on this slide demonstrates our expenditures by program. As you can see, building and safety, the division in which we review and issue all building permits accounts for 44% of our expenditures, about \$3.7 million. The planning division responsible for all land use entitlements, compliance with zoning and coastal regulations, environmental review, and long-range policy development accounts for 22% of our expenditures. The remaining we have 16% for the administration program, which manages and provides operational support to our entire department. Code enforcement accounts for 9% of our expenditures and protects the welfare of the community by ensuring compliance with city construction rules, municipal codes, and applicable

health and safety codes. Traffic engineering accounts for 6% of our expenditures and is responsible for the safe and efficient movement of people and goods on the city's transportation system. Environmental sustainability division, which accounts for 3% of our expenditures, strives to create a healthy, sustainable, and resilient city while furthering the city's long history of environmental leadership, policy, and stewardship, both as a community and as a city government. The community development department is comprised of 39 full-time positions, and our proposed total expenditures for the next fiscal year is about \$8.3 million. Our performance measures are outlined on page 270 of your budget binder. I'll highlight a couple of these for you tonight. We achieved 100% success in completing building inspections by next business day. We also reviewed 99% of code enforcement service requests within two days, both of which surpassed our targets. You'll notice that we have reported 65% success in achieving our goals for building and planning services turnaround times during this fiscal year versus 54% the prior year. The 65% reflects where we were at two months ago when we first reported this. As of today, this number is actually at 71%. This performance measure is made up of four categories. One of these categories is the first round of building review for complex permits. Our first round building review is currently at an 86% success rate. What's bringing our

performance measures down at this time are the two categories that require a 48-hour review timeframe, some of which we have not been able to complete in time due to a long-standing vacancy of the plan check engineer position, which has been incredibly challenging to fill. These include minor plan checks and solar permits, for example. But as demonstrated by the progress, the department is continuing to improve. The department is committed to continuing to improve in this category, and we have made great strides as of seven months ago. The statistics on this slide capture, well, just how busy our department is and the volume of work conducted within our department. Just to highlight a few of these, we have issued over 470 major residential permits, over 43 commercial permits this fiscal year, and over 1,800 minor permits. We have conducted nearly 17,000 building inspections and closed over 1,000 code enforcement cases. We have processed over 220 planning entitlement applications, over 300 residential building records reports, and over 250 public records act requests. Our department's key objectives for the next fiscal year include complying with legally mandated state housing requirements, which includes implementation of our adopted housing element, overseeing major development projects, including projects that are coming through based on our newly adopted residential overlay zone, and key economic development projects under



construction, which includes Sketchers and the Hotel on Sepulveda Boulevard. We'll also continue to proactively enforce targeted issues, for example, illegal short-term rentals. I'll now highlight some of the service delivery investments included in our proposed department budget. We are seeking one new full-time employee, a permit technician. This is a critical position for our permit services, in that the permit technicians are the first to review and screen each and every permit application and the set of plans before they are routed for review, ensuring that all required materials have been accurately submitted in the correct format, and they are also the last step in the process, ensuring that the review has been completed by all parties and all necessary documentation has been received and fees paid for before issuing the permit. In August 2023, the City Council authorized an overhire for this position. We quickly secured a new permit technician and have been operating with this overhire position since then. To demonstrate how tremendously helpful the overhire position has been, I'd like to share some numbers with you. In April 2023, the permit intake process was ranging between 3 to 25 days, depending on the complexity of the permit type. Similarly, the permit issuance phase was ranging between 5 to 36 days in January. By December of 2023, the permit intake phase had been reduced to 2 to 5 days and the permit issuance phase had been reduced to 2 to 5 days as

well. The overhire position has played a significant role in allowing the permit technician team to maintain all of their processes at a timeframe below 5 days. For this reason, we are requesting to make the overhire permit technician position a permanent one. Other investments include in the proposed budget that would come from the General Fund, include securing Energov-related consulting services at \$25,000 for the fiscal year. Energov, of course, is our permitting software. This consultant will be utilized as needed only to provide the City with best management practices to optimize efficiency in the permitting system. That includes hardware and software upgrades. I'll note here that the planning and building programs are offset by cost recovery fees, and we look forward to engaging in the upcoming user fee study with our colleagues in the finance department, which will further right-size our user fees. Thank you for your consideration of our department's budget, and I am available for questions.

MAYOR FRANKLIN: Okay. Colleagues?

COUNCILMEMBER LESSER: I have one. Director, over the years, Community Development would sometimes contract out with third-party companies that would assist staff, because the staff is so loaded and so busy even with this added permit position. Is there a need to continue to consider that sort of service to

augment the capacity that's currently available in the department, particularly with some of the vacancies?

COMMUNITY DEVELOPMENT DIRECTOR MIRZAKHANI: We currently are utilizing four consultants for our building and safety reviews. Even the consultants, it's been challenging with them because they've also been having trouble securing staffing and securing staffing with the right skills to be able to review and analyze the complex permits that we're seeing coming through our permitting process. However, we do have four consultants. We will be going out to RFP to be able to gain some more consultants on the building and safety side. Again, all of those costs are recovered. All of those costs are deferred to the applicant, so the city doesn't spend anything on those consultants.

COUNCILMEMBER LESSER: That's why I ask. Thank you.

COMMUNITY DEVELOPMENT DIRECTOR MIRZAKHANI: We are looking for some more to help us processing on the engineering side, particularly because we've had the Planck engineer position open since November, I want to say November of 2023. We are not receiving any applications. It's been tremendously difficult. We are doing our best to get someone in that position to help with the turnaround time for some of those minor permits that I mentioned earlier, but it has been increasingly challenging.

COUNCILMEMBER LESSER: I'm aware of that opening. Is that because there's competition for this type of skill set and this type of individual who's professionally trained in the private sector or multiple government agencies are all sort of competing for the same talent?

COMMUNITY DEVELOPMENT DIRECTOR MIRZAKHANI: I've reached out to former colleagues, even on the private sector side, and those ones particularly who offer these types of services to municipal organizations, and even they are having challenges finding this expertise right now.

COUNCILMEMBER LESSER: Thank you.

MAYOR FRANKLIN: Director Mirzakhani, could you break down the permits to new, complete homes? Approximately how many complete homes are being built?

COMMUNITY DEVELOPMENT DIRECTOR MIRZAKHANI: New single-family residences annually? Is that the question?

MAYOR FRANKLIN: Yeah, just a guess. I'm trying to relate this to increase in property taxes, which then can increase the revenue into the city.

COMMUNITY DEVELOPMENT DIRECTOR MIRZAKHANI: So let's see.

MAYOR FRANKLIN: And I'm sorry I didn't reach out - -

COMMUNITY DEVELOPMENT DIRECTOR MIRZAKHANIAN: About 120.

MAYOR FRANKLIN: 120 brand new homes.

COMMUNITY DEVELOPMENT DIRECTOR MIRZAKHANIAN: Yes

MAYOR FRANKLIN: Old one, knockdown, new home.

COMMUNITY DEVELOPMENT DIRECTOR MIRZAKHANIAN: Correct, correct. And I'll just note that the types of homes that we're seeing in Manhattan Beach are not your standard single-family home, which of course - -

MAYOR PRO TEM HOWORTH: We all chuckle.

COMMUNITY DEVELOPMENT DIRECTOR MIRZAKHANIAN: The review of those types of homes becomes more complex, because oftentimes, more times than not, they include basements, double basements. They include vehicle lifts, particularly in the coastal zone. They include 800 amp electrical panels, and so all of those things complicate the review.

MAYOR FRANKLIN: Right. Okay, thank you. Appreciate it. Any other questions? No. All set. Thank you.

MAYOR FRANKLIN: Wow. 120 homes.

PUBLIC WORKS DIRECTOR LEE: All right, well, good evening again. My name is Erick Lee, your Public Works Director. As you know, the public works department, our budget is among the most complex in the city organization, and it takes a team to put that together, and so I'd like to recognize all my

colleagues in that section of our circle here for all the hard work they've done to get us to this point. In public works, our mission is to build, maintain, and protect our small beach town community with a passion for excellence, and so this budget is definitely proposed with that in mind. We've got a variety of programs. Obviously, we have administration, engineering, street maintenance, buildings and ground maintenance, street line landscaping, water, storm, sewer, fleet, and parking facilities. The budget we're proposing is just over \$79 million, with 77 full-time positions, which is a one-position increase over what we currently have, and I'll get into that in a minute. As it relates to our performance measures, we have a variety. I'd like to point out this is the second year in a row that we're going to be awarding 100% of the construction contracts we've planned to do for the fiscal year, and so very thankful for our engineering group and the work they're doing there. We are planning to hit 25% of distributed water coming from our own city wells by the end of the fiscal year, and it's possible we might not hit that, but we're making great progress, and once we have our water treatment plant up and running, we're hoping to do even more than that, and I'll get into that in a minute as well. And I'd also like to point out the fact that we continue to address reported graffiti within one business day, sometimes same day, sometimes same afternoon, and we're filling all of our

potholes within two business days, and so that really helps to make sure Manhattan Beach stays well-maintained. As it relates to some of our numbers, we received 36,000 calls at our administrative office last year. We had 84 Council agenda items that you're very aware of that we have brought to your attention. Our engineering group is responsible for public work inspections, and they conducted almost 19,000 private development and utility inspections last year, and these are really, you know, I like to refer to some of our guardians at the gate and making sure that the utilities are following our rules. In our field operations group, we painted almost 28,000 linear feet of curb paint last year, which is, it's outstanding because we now have a paint truck that we can do that internally and make sure that the paint on the curb is actually refreshed.

MAYOR FRANKLIN: That's 5 miles.

PUBLIC WORKS DIRECTOR LEE: And then we also won our American Public Works Association Award for the Crosswalk Project at Highland and Rosecrans, so that's the picture there. As relates to key objectives, as I've mentioned to Council before, we've got nearly 150 work plans and public works we're trying to accomplish. This is just a really high level sometimes summary of what we're trying to get to that we want to bring to your attention. The first one here is improving public engagement outcomes related to department projects. This is an

area that my management team has identified that we really continue to have some gaps and we want to close that, and with that in mind, our focus for next fiscal year internally in public works is going to be telling our story, both internally and to the community, and so very excited about that. As the Council is aware, we have a number of work plans that you've assigned to public works, including the beautification of our business districts, exploring kiosks and other metering solutions for parking, and then community education as it relates to recycling and organic waste. As City Engineer Doherty mentioned, we've got 94 unique capital improvement projects that we're trying to complete over the next many years, and then our water treatment plant. We are on the cusp of getting that up and running and looking forward, literally in the next few weeks, to be treating our own water and putting that into our water system, and then our plan is once we normalize those operations to come back to the Council, requesting direction to explore, getting more water rights so we can be more self-reliant, and also reduce costs associated with the Water Fund. Alright, so as it relates to service delivery investments that we're proposing, there are many pages of them, and I'm going to hit the highlights that I think you'd be interested in, or the noteworthy ones, but I'm happy to drill down onto any other ones that you'd like to. Part-time employees, we're asking for some



hours for some office assistance for the tune of \$59,000. As you know, with organic recycling being a state mandate, we have a tall hill to climb as it relates to SB 1383 compliance, and so we're requesting \$200,000 to hire some consulting services to really address scores of action items that we've got to accomplish to make sure we stay in compliance with state regulations. We're requesting \$165,000 for cloud-based irrigation software. Our irrigation system is end-of-life, and really, we need a technological upgrade that's going to help us manage the system better, we'll be more efficient on the staff side with hours and more water efficient for the environment with that. We're looking for \$140,000 to improve traffic markings. This relates to a large contract the Council approved a few months ago, and it's really just to make sure that we can keep the lanes painted, our stop bars painted, and that the streets look good. We're proposing \$100,000 to increase tree planting. This relates really to make sure that we're not getting behind on the urban forest, and we need to not only replace trees that fall down, but we want to expand that canopy. Landscape services for \$90,000, there's a number of these that are split between funds, and so I think this is \$100,000 overall, but \$90,000's here for the general fund. We're anticipating as we're negotiating new contract for landscaping services that we're going to need more funds for that, and so

this is what that anticipates. \$75,000 to improve park maintenance. This relates to supplies and materials that we need to maintain great parks. The Red House, \$75,000 looking to replace the roof that is definitely end of life, and then do some interior work, and also with some display cases and other furniture inside to help maintain the city's historical collection. And janitorial services, we're out to bid on that by the end of the fiscal year. We're looking for additional funds that we think those costs are going to be higher, and then there's also a project mates construction program management software. This would be a software that is split between all of our funds. It's \$100,000 in aggregate and really looking to make sure that our engineers have the right tools to manage high workload and hopefully improve effectiveness and efficiency with that. And then this last one on this list here for \$14,000 is also split with too many funds. It's to hire an outreach consultant to make sure that we've got some outside resources on hand when we need to do deeper dive with outreach, and making sure the community knows what we're doing, why we're doing it, and what those impacts will be. Going to the next slide here. We are asking for one position. It's a water system operator. This is to make sure that we've got the right resources to run our own water system and make sure that we're not getting behind on maintenance and that we can also have the right amount of staff

on hand if we do have an emergency issue to deal with. And then other investments in the water fund, water flushing program. We just need more supplies to assist with that. We're looking for a truck for one of our treatment operators so that he can operate independently and not have to have a co-pilot moving around the city. We've got some lead and copper rule obligations with the state that we want to comply with. There's some back flow issues we need to address internally and then there's a whole host of these items that are split between a number of funds that I think I already mentioned. Nearing the end. Storm Drain Fund. We're looking for a portable generator that if we've got a power outage our crews can come in with a generator and make sure that our lift stations don't get overrun with water and we can pump the water out of the neighborhoods and other flooding mitigation equipment and then more splits for these shared fund investments. On the sewer side, looking to get sewer AI software, the council will recall, you authorize the purchase of a CCTV van last year. The van arrived. We're getting trained on it and this is software that's going to help analyze the footage we're taking to prepare us for our next sewer master plan and so we're going to be more efficient in the long run with that. Contract MS4 inspections. We want to improve the fats, oils, and grease inspections we're doing in the commercial properties. We've got some other equipment we're looking to get

and we want to make sure that our sewer jetter truck can be repaired and there's some costs associated with that. Smart sewer covers, as you recall, these are the sensors on our manholes that detect if we potentially are going to get a sewer overflow. They've been wildly successful and we want to expand that. And I'm almost done. Improved parking meters. One of our work plan items is to get better at parking operations. This is a modest amount of materials we need to actually make sure that our current system does not go obsolete while we're studying other options. There's more of these splits in the fleet fund. There's \$127,000 for bulk fuel. This is really just to write our budget for our current need with the current price of unleaded and diesel and that is a total of \$2.2 million all funds. And with that I'm available to answer any questions that you may have.

COUNCILMEMBER LESSER: I have just a basic one and that is, what is the metric for determining, what is a capital improvement project budget item versus an operating budget fund? For example, a roof on a structure that's in our operating budget. Why?

PUBLIC WORKS DIRECTOR LEE: Traditionally, I'm familiar with systems where if it's over \$100,000 or it's going to be multi-year or it's something of political significance staff would recommend that being on the capital side. This roof repair

is likely to be handled by our field operations group on a non-multi-year basis and so that's why we proposed it in that fund.

COUNCILMEMBER LESSER: There are a couple others but I think you provide a general explanation of the metric that's good enough for government work. Thank you.

MAYOR FRANKLIN: So the SB 1383, what do you call it? What kind of waste?

PUBLIC WORKS DIRECTOR LEE: Organic waste.

MAYOR FRANKLIN: Organic waste. So this is a mandate by the state. Are they giving us any grants or anything to help with?

PUBLIC WORKS DIRECTOR LEE: They are. So the \$200,000 that we're proposing is above and beyond what our grants that we've already secured will allow for. So we currently have an engagement with a consultant that we're using grant funds for. We anticipate there's going to be more grants into the future as the state really is ramping up its enforcement on this legislation and so we will stay abreast of any other opportunities there are for the grant side.

MAYOR FRANKLIN: Okay. Great. Thank you. That's it for me. Anything else?

COUNCILMEMBER LESSER: I guess one follow up on a question I asked earlier. Again the OTS board has reached out to us with regard to expenses for maintenance. I think, it's

interior maintenance as well as exterior and I guess I just wanted to understand does the public works department have a response to the request for assistance? It's up to us as policy makers but I'm just wondering what would be the approach to try and understand what it is they're asking and whether or not really is a city responsibility versus a responsibility of OTS.

PUBLIC WORKS DIRECTOR LEE: So I think it's a very complicated request that they have. From the perspective of our MOU with OTS specifies that the city maintains the structure and the exterior and OTS maintains the interior. And so our contract is clear in that regard and talking with Ms. Adams, the executive director, they are struggling on the inside to maintain an aquarium environment that's fully enclosed and they're spending I think, between \$200,000 to \$300,000 per year on interior maintenance of which, they're looking for city assistance for. As it relates to the public works department's posture on that getting involved in interior maintenance of that aquarium would be a new line of business for us of which I don't think we have the expertise to get into certainly at this point without understanding it more. It was certainly on a or it was only on a reimbursement basis which potentially that could be certainly OTS would have that expertise much more than the city and I think that becomes really just a policy funding issue for

the council to consider and if that's something that you wanted to move forward obviously we would need to renegotiate that MOU.

COUNCILMEMBER LESSER: Thank you. Helpful.

MAYOR FRANKLIN: I mean you could be like Spongebob Squarepants all day long taking care of that right?

PUBLIC WORKS DIRECTOR LEE: Thank you.

MAYOR PRO TEM HOWORTH: Great response.

MAYOR FRANKLIN: Okay. One word answer.

MAYOR PRO TEM HOWORTH: Two words.

MAYOR FRANKLIN: Oh thank you. And last but not least.

INFORMATION TECHNOLOGY DIRECTOR GUARDADO: Last but not least we'll go at gigabit speed. I promise. So good evening Mayor Franklin, members of Council. Miguel one of the other information technology director. Thank you for the opportunity to present the proposed budget for our information technology department this evening. So I did not run out of ink. That is my budget. So if you want to follow along, it's on page 365 of the green binder. My department program charges straight forward because we are a single program. However, the department does have five distinct functions. We provide end user support, infrastructure support, application support, geographic information systems, and also IT management and administration. You know our role here is to support all the departments within the organization to be able to provide the services to our

residents and our visitors and provide it in a manner that is constantly available on our web portals and our online and internally also but then also to be able to deliver that in a manner that is secure. So the IT department is currently comprised of 11 full time positions and we have a total proposed expenditure for this next fiscal year \$5.4 million. Following along on page 372 of that green budget binder you know we have our performance measures and you know I like to highlight a couple of them here. You know there is a couple that aren't where we want them to be quite yet but I will talk to you about some of the ones that I think are indicative of some of the work that my staff has done over the course of the last year. And so that would be the network infrastructure of time of 9.9%. This metric of 9.9% allows for up to 8.77 hours of unplanned down time throughout the year. And you know our staff has worked extremely hard to identify and address single points of failure. Now this started way before I got here but I think it is commendable of the work that they have done and for us to be able to meet this metric it is not an easy metric to meet. And so this is key to maintaining a 24-7 city hall which I know is super vital and super important so that we can conduct business at all hours and provide services to our residents. You know we will continue to make progress and enhance our systems every time that we look at them we will look at what is the best way



to make this happen and maintain this level of support. And I just want to say that I do appreciate the support that this council and previous councils have given the IT department to be able to get here because it is not easy. It is a financial investment. Also the second item that I would like to point out is our fish prone vulnerability. This is a targeted measure that we would like to keep at less than 2%. Now compared across the industry that is two points than the 4% that we see elsewhere. You know our threat landscape is continually evolving and with that so does our training. We need to evolve to be able to identify these risks as they are coming out in the wild that we are able to identify them. IT will continue and I know it is not a popular item but we will continue sending user regular simulated training fishing testing and we will identify those clickers and provide the training necessary. I think it is super important that we have our staff adequately prepared and able to identify these common threats.

MAYOR PRO TEM HOWORTH: Great idea.

INFORMATION TECHNOLOGY DIRECTOR GUARDADO: By the numbers, as I mentioned before our IT department has done a lot of great work over the year. But a testament here is the IT department supports about 1,380 devices across the organization. That is up from last year's number of 1,177. So about 203 new devices on our network infrastructure have come on in this

last year. But that is comprised of computers, laptops, 406 iPads and iPhones, 476 desk phones and 79 copier printers and things of that nature. Those types of devices. Looking at these numbers also I would like to show that we are registering a 100% increase in our servers compared to last year's numbers. This goes back to us now having 120 servers. Last year we had 60. This goes back to the efforts that staff has put into providing redundancy in our system. Redundancy means multiple servers. More servers are in our environment so we can keep those services up and running. Kudos to the team for being able to do that. We are supporting 123 applications such as our Tyler Enterprise Resource Planning, EZRE, GIS mapping, document management, website monitoring, Granicus, just to name a few. We do have 60 switches, 3 firewalls, and those are distributed across six data centers across our city. I would like to pull your attention down to the Did You Know section. You will see a very large number of 867,503 which is the average number of incoming emails that we receive and sanitize monthly. This is in a course of about 30 days. Miguel is not staying up at night watching all these emails come through. We have systems that do that. We are finding that we are getting more and more emails sent to us as phishing attacks. This proves the importance of that phish-prone vulnerability testing that we conduct every quarter or every couple of months. It is super important because

it is very easy for these threat actors to simulate and send emails. It just takes them like they just have to be right once. We have to be right every single time. Let's see. Some of our key objectives for this next fiscal years will continue to improve end-user support. Our city enterprise application enhancements for the systems that you heard about earlier. Software management and better supportive city departments and the public. We will continue our cyber security efforts for that ever-changing threat landscape. Continue the implementation of M365 efforts including the various applications and tools that enhance collaboration and streamline processes. I am happy to announce that we are about two months into our training. We have started the rollout in-house and so we are hoping to have this project completed before the beginning of summer. We want to upgrade the city's council chamber audio-visual and broadcasting equipment to eliminate some of the obsolete and unsupported equipment that we have in our back room. We have funding for this and you can expect the staff report coming your way here very, very shortly. Research and implement AI technology to streamline and improve processes. AI is not just a buzzword anymore. We need to explore and find the appropriate use for it to help us automate task and improve efficiencies in the organization. Let's see. The service delivery investments this year. IT is requesting that we include the addition of a full-

time office assistant. The position is needed to provide clerical and administrative and technical support to the information technology department. Since the department was established, these duties have been shared amongst staff. The new office assistant position will free up the staff to concentrate on their core duties. This change has resulted in one new full-time position in the information technology fund. Other IT budget investments that we're looking for is the Emergency Operations Center EOC upgrades or what we're calling phase two. This is to implement the audio and video and basically make enhancements to our EOCs here at Police and Fire conference room and then our secondary EOC, which is the Public Works Training Room. This will upgrade all the equipment so we can send the video feeds, do all the back-end cabling, and the implementation services. The second item is we have again, artificial intelligence. You know, the requested funds in support of the objective that I mentioned before but to explore and recommend and implement AI technology to streamline and improve process. It's also essential for city governments like ours to approach AI investments strategically considering such factors as needs assessment, partnerships, ethical considerations, skill development, monitoring and evaluation and security of course of these AI tools. And third is interactive mapping application upgrade the interactive mapping application

or mapping application for staff and the public. So these are the active maps that we have on our website. We're looking to upgrade those systems for the public and also for our internal staff and just trying to get it to the latest version and the latest technologies to provide better services. And last on this list is the phone system upgrade. The city phone system, the city's phone system and the support is scheduled for December 31st of 2029. After December 31st of this year the phone system will be solely in maintenance mode which translate to no patches and no upgrades. So the phone system will remain functional but we will need to explore the feasibility of bringing this as a project and doing an upgrade before the due date of that December 31st of 2029. This is not something that I can bring forward right now. There's just no bandwidth in our team to get this done. We have this is something that we will be looking at in the future. So it's important that we do this to mitigate that time frame. So like I said, gigabit speed. This concludes my presentation and I would be happy to answer any questions that you might have.

COUNCILMEMBER LESSER: Just a random one which I hope is quick. Historically the city received peg funds from cable operators to help support the cost to improve our broadcast capability with the decline of cable. I'm just wondering how

does that impact that revenue source to help pay for some of these upgrades?

INFORMATION TECHNOLOGY DIRECTOR GUARDADO: I think it will impact it but they're still on the hook for some of those services that they provide us and so as long as we have a cable system in the city that's still going to feed into our coffers if you will.

COUNCILMEMBER LESSER: And can those funds in turn be used to upgrade our internet capability particularly with more and more people streaming meetings instead of watching them on cable?

INFORMATION TECHNOLOGY DIRECTOR GUARDADO: Yeah, so we can provide the services during the installation to be able to stream our meetings but we're just not able if I understood your question correctly we're just not able to do it after the fact so we can do it at the time of the upgrade.

MAYOR FRANKLIN: Any other questions? Thank you. Thank you. Alright. Okay. Anything from the City Manager?

CITY MANAGER MOE: Well, at this time if you have no more questions it would be appropriate to open a public comment.

MAYOR FRANKLIN: Okay. Opening up. Public comments.

COUNCILMEMBER LESSER: Don't all rush down at once.

MAYOR FRANKLIN: Seeing we're down to just two members of the public.

MAYOR PRO TEM HOWORTH: In chambers anyway.

MAYOR FRANKLIN: A 33% drop. And how about Zoom?

ASSISTANT CITY CLERK ALVAREZ: There's no request on Zoom.

MAYOR FRANKLIN: Okay, so we'll close public comments.

CITY MANAGER MOE: That basically concludes the study session tonight. Our next opportunity to discuss will be next Tuesday at the regular City Council meeting. We have another budget study session scheduled for 5/28 if we need it. If not, we can cancel that and our goal, of course, is to adopt the budget on June 4th to take effect July 1, 2024.

MAYOR FRANKLIN: Okay, great. Thank you. So we will adjourn to Tuesday, May 21st at 5pm for a closed session.