

**FISCAL YEAR 2024-2025
WORK PLANS FOR CITY DEPARTMENTS
Proposed Work Plan Priorities**

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Police Department
Fiscal Year 2024-2025
Proposed Work Plan Priorities

Work Plan Priority:

Employee Wellness, Retention and Professional Development. Continue to engage staff in open dialogue to discuss the department's work environment and the employees' overall well-being.

Primary Strategic Goal Addressed: Promote public safety
Ancillary Strategic Goals Incorporated: Provide high quality public services/ Ensure long-term financial stability
Resources Requested:
Collaborating Departments: Human Resources

Work Plan Priority:

Hire a diverse workforce for all positions by expanding outreach efforts. The department's Recruitment Team will expand their efforts seeking out qualified candidates to join the department.

Primary Strategic Goal Addressed: Promote diversity, equity and inclusion
Ancillary Strategic Goals Incorporated: Promote public safety
Resources Requested:
Collaborating Departments: Human Resources

Work Plan Priority:

Update, enhance and expand the department's information technology to improve effectiveness, efficiency and transparency.

Primary Strategic Goal Addressed: Provide high quality public services
Ancillary Strategic Goals Incorporated: Promote public safety/ Ensure long-term financial stability
Resources Requested: Funding for contract services, hardware and software
Collaborating Departments: Information Technology

Police Department
Fiscal Year 2024-2025
Proposed Work Plan Priorities

Work Plan Priority:

Enhance community engagement and awareness through web based media platforms, community events, meetings and programs. Expand community based problem solving and crime prevention efforts.

Primary Strategic Goal Addressed:	Increase community engagement
Ancillary Strategic Goals Incorporated:	Promote public safety/ Provide high quality public services
Resources Requested:	Funding for equipment, supplies and outreach materials
Collaborating Departments:	City Manager's Office/ Parks, Recreation and Community Services

Work Plan Priority:

Assess Department workload and resource needs (staffing, contract services, etc.) to improve efficiency and effectiveness

Primary Strategic Goal Addressed:	Provide high quality public services
Ancillary Strategic Goals Incorporated:	Ensure long-term financial stability
Resources Requested:	Funding for additional staff and/or contract services
Collaborating Departments:	Human Resources

Work Plan Priority:

Reduce Response to Resistance by researching and evaluating alternative apprehension and less-than lethal technologies, equipment training and policies.

Primary Strategic Goal Addressed:	Promote public safety
Ancillary Strategic Goals Incorporated:	Provide high quality public services
Resources Requested:	Funding for additional technology, equipment and training
Collaborating Departments:	

Fire Department
Fiscal Year 2024-2025
Proposed Work Plan Priorities

Work Plan Priority:

Outfit a mobile Emergency Operations Center (EOC) trailer.

Primary Strategic Goal Addressed: Promote Public Safety
Ancillary Strategic Goals Incorporated:
Resources Requested: \$20,000
Collaborating Departments:

Work Plan Priority:

Develop a formal mentorship program that can be implemented and utilized across all ranks to promote professional and personal development.

Primary Strategic Goal Addressed: Promote Public Safety
Ancillary Strategic Goals Incorporated: Promote Diversity, Equity, and Inclusion & Provide High Quality Public Services
Resources Requested: Staff time
Collaborating Departments:

Work Plan Priority:

Implement an advanced digital survey program.

Primary Strategic Goal Addressed: Provide High Quality of Public Services
Ancillary Strategic Goals Incorporated: Increase Community Engagement
Resources Requested: Staff time
Collaborating Departments:

Fire Department
Fiscal Year 2024-2025
Proposed Work Plan Priorities

Work Plan Priority:

Develop an in-house fire and life safety officer training program.

Primary Strategic Goal Addressed:	Promote Public Safety
Ancillary Strategic Goals Incorporated:	Ensure Long-term Financial Stability
Resources Requested:	Staff time
Collaborating Departments:	

Work Plan Priority:

Implement an annual formal Automated External Defibrillator (AED) and Cardiopulmonary Resuscitation (CPR) training program for Parks, Recreation, and Community Services Department staff.

Primary Strategic Goal Addressed:	Promote Public Safety
Ancillary Strategic Goals Incorporated:	
Resources Requested:	Staff time
Collaborating Departments:	Parks, Recreation, and Community Services

Planning and Development

Fiscal Year 2024-2025

Proposed Work Plan Priorities

Work Plan Priority:

Online Services: transition to online permit applications, electronic plan review, inspections, virtual appointments and user-friendly Planning/zoning/project information online for the public.

Primary Strategic Goal Addressed:	Provide High Quality Public Services
Ancillary Strategic Goals Incorporated:	Increase Community Engagement
Resources Requested:	Technical support including any required upgrades
Collaborating Departments:	IT & City Manager's Office (Communications & Public Info)

Work Plan Priority:

Update Landscape Ordinance to better promote water-efficient plantings.

Primary Strategic Goal Addressed:	Advance Environmental Sustainability and Climate Action
Ancillary Strategic Goals Incorporated:	Provide High Quality Public Services
Resources Requested:	Consultant contract already executed
Collaborating Departments:	Public Works

Work Plan Priority:

Parkland In-Lieu Fee Study

Primary Strategic Goal Addressed:	Improve and Maintain Public Infrastructure and Community Spaces
Ancillary Strategic Goals Incorporated:	Ensure Long-term Financial Stability
Resources Requested:	Consultant contract already executed
Collaborating Departments:	Finance

Planning and Development

Fiscal Year 2024-2025

Proposed Work Plan Priorities

Work Plan Priority:

Affordable Housing Incentive Program/Overlay

Primary Strategic Goal Addressed:	Improve Housing and Homeless Services
Ancillary Strategic Goals Incorporated:	Promote Diversity, Equity, and Inclusion
Resources Requested:	Consultant contract already executed
Collaborating Departments:	Housing and Human Services & City Attorney

Work Plan Priority:

Mixed Use Residential Streamlining/Objective Design Standards

Primary Strategic Goal Addressed:	Improve Housing and Homeless Services
Ancillary Strategic Goals Incorporated:	Provide High Quality Public Services
Resources Requested:	Consultant contract already executed
Collaborating Departments:	Housing and Human Services

Work Plan Priority:

Implement the five-year soft-story building retrofit ordinance.

Primary Strategic Goal Addressed:	Promote Public Safety
Ancillary Strategic Goals Incorporated:	
Resources Requested:	Matching funding for FEMA Grant
Collaborating Departments:	Housing and Human Services & IT

Planning and Development

Fiscal Year 2024-2025

Proposed Work Plan Priorities

Work Plan Priority:

Digitization of records

Primary Strategic Goal Addressed:	Provide High Quality Public Services
Ancillary Strategic Goals Incorporated:	
Resources Requested:	Additional funding for scanning of records
Collaborating Departments:	IT

Work Plan Priority:

Adopt the General Plan and Zoning Code Update

Primary Strategic Goal Addressed:	Improve Housing and Homeless Services
Ancillary Strategic Goals Incorporated:	Enhance Mobility and Transportation, Improve and Maintain Public Infrastructure and Community Spaces, Promote Diversity, Equity, and Inclusion
Resources Requested:	Consultant contract already executed
Collaborating Departments:	Transportation & Public Works

Work Plan Priority:

Prepare the Fox Hills and Hayden Tract Specific Plans

Primary Strategic Goal Addressed:	Improve Housing and Homeless Services
Ancillary Strategic Goals Incorporated:	Enhance Mobility and Transportation, Improve and Maintain Public Infrastructure and Community Spaces, Promote Diversity, Equity, and Inclusion
Resources Requested:	Existing resources
Collaborating Departments:	Transportation & Public Works

Parks, Recreation & Community Services

Fiscal Year 2024-2025
Proposed Work Plan Priorities

Work Plan Priority:

The department has begun the initial steps of the Parks Master Plan. For FY 24/25, the department will work with the consultant to increase community engagement with community meetings, pop-up events, and presentations at City Council and various CBCs. The overall goal is to create a 10-year plan for the parks system in Culver City with focus on 1) Diversity, Inclusion, and Belonging, 2) Equity, 3) Park Access, and 4) Climate, Water, and Biodiversity. The plan tentatively scheduled to be completed by early 2025.

Primary Strategic Goal Addressed:	Increase Community Engagement.
Ancillary Strategic Goals Incorporated:	Ensure Long-Term Financial Stability Promote Diversity, Equity, and Inclusion Improve and Maintain Public Infrastructure and Community Spaces Advance Environmental Sustainability and Climate Action Provide High Quality Public Services
Resources Requested:	Currently covered by CIP PP023. Additional funding may be needed if work goes outside of the initial scope.
Collaborating Departments:	Public Works

Work Plan Priority:

PRCS staff will create an action plan that focuses on events and education for community members and staff. The action plan will include discussions with PRCS staff and collaborating departments to determine the best approach on educating and promoting public safety, incorporate special events with the presence of Police and Fire, invitations to Police and Fire to train PRCS staff on public safety and active shooter situations, and revisions to PRCS' emergency action plans.

Primary Strategic Goal Addressed:	Promote Public Safety
Ancillary Strategic Goals Incorporated:	Increase Community Engagement
Resources Requested:	
Collaborating Departments:	Police, Fire, Public Works

Parks, Recreation & Community Services

Fiscal Year 2024-2025
Proposed Work Plan Priorities

Work Plan Priority:

PRCS staff will evaluate opportunities to expand recreational services to include free, no-cost or low-cost pop-up programming for residents living in SB 1000 priority neighborhoods. Recreational services may include sports activities, health and wellness classes, community outreach, or a specialized workshop.

Primary Strategic Goal Addressed:	Promote Diversity, Equity, and Inclusion
Ancillary Strategic Goals Incorporated:	Provide High Quality Public Services
Resources Requested:	\$10,000: \$7,000 for part-time staff to plan, organize and execute three events, and \$3,000 for equipment and supplies.
Collaborating Departments:	Housing and Human Services

Work Plan Priority:

Due to staffing changes in Transportation, the FY 23-24 work plan on Senior Mobility Services was not completed. This work plan has been revised to reflect the tentative goal for FY 24-25. Both the Transportation Department and Community Services Division of PRCS worked collaboratively with the senior community to reimagine a CityRide Senior Mobility Services Program. The program would include a new software to support the provision of on-demand services as well as streamline the booking of group mobility trips, sharing the costs and trips with micro-transit, and educations of our residents in the use of alternative mobility services. The tentative goal is that by the end of FY 24-25 there will be a soft rollout of adapted services, depending on staffing and vehicles available for these services.

Primary Strategic Goal Addressed:	Enhance Mobility and Transportation
Ancillary Strategic Goals Incorporated:	Ensure Long-term Financial Stability
Resources Requested:	PRCS is requesting the O&M for the new software, vehicles, and any items related to the alternative mobility services to be covered by Transportation or for funding to be stored to allow PRCS to offset the O&M costs.
Collaborating Departments:	Transportation

Parks, Recreation & Community Services

Fiscal Year 2024-2025
Proposed Work Plan Priorities

Work Plan Priority:

AB-1881 Model Water Efficient Landscape Ordinance (MWELo). Staff will work with a consultant to evaluate for MWELo compliance in parks, parkways, and medians.

Primary Strategic Goal Addressed:	Advance Environmental Sustainability and Climate Action.
Ancillary Strategic Goals Incorporated:	Improve and Maintain Public Infrastructure and Community Spaces.
Resources Requested:	CIP to fund the consultant and contractors to meet requirements. Costs will be submitted during the budget process.
Collaborating Departments:	Public Works

Work Plan Priority:

Staff will start working towards providing in-house youth and adult sports programming. A Pilot Youth Sports Program will be the priority. Doing two short 5-6 week sessions, staff will focus on fundamentals, teamwork, sportsmanship and will ensure diversity, equity and inclusion are at the forefront of development.

Primary Strategic Goal Addressed:	Increase Community Engagement.
Ancillary Strategic Goals Incorporated:	Promote Diversity, Equity, and Inclusion.
Resources Requested:	Funds for supplies, equipment, marketing, uniforms, officials, and training. Costs will be submitted during the budget process.
Collaborating Departments:	

Parks, Recreation & Community Services

Fiscal Year 2024-2025
Proposed Work Plan Priorities

Work Plan Priority:

To create more engagement opportunities for park patrons, staff will begin hosting events and micro-events at park sites. Events would include Earth Day, Bike Safety Rodeo, Picnic in the Park, Sensory Saturdays, and Mobile Recreation Days. These would all be small community events targeting the park neighbors. Additionally, hosting open-house at the park buildings showcasing rental opportunities.

Primary Strategic Goal Addressed:	Increase Community Engagement.
Ancillary Strategic Goals Incorporated:	Promote Diversity, Equity, and Inclusion.
Resources Requested:	Budget increase for events to purchase supplies and marketing materials. Costs will be submitted during the budget process.
Collaborating Departments:	Public Works, Police Department, Housing and Human Services

Work Plan Priority:

Complete replacement of El Marino Park (2-5) Playground, Culver West Alexander Park (2-5) and (5-12) Playgrounds. This includes design, community workshops, presenting to PRCS Commission, submitting plans to City Council and with approval conducting bid process, seeking approval from City Council, and managing construction contract.

Primary Strategic Goal Addressed:	Improve and Maintain Public Infrastructure and Community Spaces.
Ancillary Strategic Goals Incorporated:	Promote Public Safety
Resources Requested:	Additional funding to complete projects. Costs will be submitted during the budget process.
Collaborating Departments:	Public Works and Planning

City Attorney's Office
Fiscal Year 2024-2025
Proposed Work Plan Priorities

Work Plan Priority:

City Council Policies - Comprehensive Update: Working with the City Council Policies Ad Hoc Subcommittee to complete a comprehensive review of all City Council Policies

Primary Strategic Goal Addressed:	Provide High Quality Public Services
Ancillary Strategic Goals Incorporated:	
Resources Requested:	Staff time
Collaborating Departments:	City Clerk; City Manager

Work Plan Priority:

Email Retention/Social Media/Artificial Intelligence (AI) Policies: Update existing policies and evaluate new policies.

Primary Strategic Goal Addressed:	Provide High Quality Public Services
Ancillary Strategic Goals Incorporated:	
Resources Requested:	Staff time
Collaborating Departments:	Information Technology; City Manager; City Clerk

Work Plan Priority:

Inglewood Oil Field (IOF): (1) Implementation and Monitoring of the Settlement Agreement Regarding the Oil Termination Ordinance; and (2) Involvement in IOF-Related Matters (i.e., CAP meetings; CSD Amendment Process; CAP Health Working Group; Community Health Assessment Study; County/LA City Just Transition Task Force; CARB and SNAPS

Primary Strategic Goal Addressed:	Advance Environmental Sustainability and Climate Action
Ancillary Strategic Goals Incorporated:	
Resources Requested:	Consultant costs are typically housed in Current Planning Division budget
Collaborating Departments:	Planning and Development

City Attorney's Office
Fiscal Year 2024-2025
Proposed Work Plan Priorities

Work Plan Priority:

LAX/FAA Overflights and FAA Regulations: Monitor local and regional overflight concerns; monitor and submit comments on LAX projects; Monitor and submit comments on FAA programs and regulations; Manage pending FAA litigation.

Primary Strategic Goal Addressed:	Advance Environmental Sustainability and Climate Action
Ancillary Strategic Goals Incorporated:	
Resources Requested:	Outside legal counsel as needed
Collaborating Departments:	City Manager

Work Plan Priority:

Contracting/Purchasing Ordinance, Policies and Administration Update, Including New Contract Management System

Primary Strategic Goal Addressed:	Provide high quality public services
Ancillary Strategic Goals Incorporated:	
Resources Requested:	Staff time; possible consultant retained by Finance
Collaborating Departments:	Finance; Information Technology

Work Plan Priority:

Sign Code Update: Comprehensive review of CCMC Chapter 17.330 and Subchapter 13.02.200, et seq. pertaining to sign regulations

Primary Strategic Goal Addressed:	Provide High Quality Public Services
Ancillary Strategic Goals Incorporated:	
Resources Requested:	Staff time; outside legal counsel; consultant retained by Planning and Development
Collaborating Departments:	Planning and Development

City Attorney's Office

Fiscal Year 2024-2025

Proposed Work Plan Priorities

Work Plan Priority:

Local Emergency on Homelessness: Including Project Homekey; Safe Sleep Program/Wellness Village; Motel Master Leasing Program; Mobile Crisis Intervention Unit; Camping Prohibited in Public Places Ordinance

Primary Strategic Goal Addressed: Improve Housing and Homeless Services
Ancillary Strategic Goals Incorporated:
Resources Requested: Staff time
Collaborating Departments: City Manager; Housing and Human Services; Public Works; Police; Fire

Work Plan Priority:

Meeting Procedures, Guidelines and CCMC Updates, including decorum, rules of order, and public participation

Primary Strategic Goal Addressed: Provide High Quality Public Services
Ancillary Strategic Goals Incorporated:
Resources Requested: Staff time
Collaborating Departments: City Clerk

Work Plan Priority:

Dissolution of Committee on Permits and Licenses: Identify and prepare necessary CCMC amendments to effectuate the dissolution of the Committee.

Primary Strategic Goal Addressed: Provide High Quality Public Services
Ancillary Strategic Goals Incorporated:
Resources Requested: Staff time
Collaborating Departments: City Manager; Finance

Public Works Department

Fiscal Year 2024-2025

Proposed Work Plan Priorities

Work Plan Priority:

Public Works EPO staff will continue to prioritize adaptively managing refuse operations by improving routing and billing systems, bringing a Construction & Demolition Recycling ordinance to Council for consideration, adjusting services to reflect increased requirements and costs for organic collections, and bringing a new Rate Study before City Council to reflect these cost increases.

Primary Strategic Goal Addressed:	Provide High Quality Public Services
Ancillary Strategic Goals Incorporated:	Advance Environmental Sustainability and Climate Action, Ensure Long Term Financial Stability
Resources Requested:	A Refuse Fee Study is currently underway to reflect increased cost needs to be presented to City Council.
Collaborating Departments:	Finance & IT

Work Plan Priority:

Public Works EPO and Administrative staff will continue to investigate and implement the newest sustainability technology and best practices and prioritize seeking grant funding and expanding sustainability programs for City residents and businesses, as well as for the City, including: SB 1383 Organics Recycling Rollout; community composting; hazardous waste, electronic waste, and shredding recycling events; enforcement of Waste Reduction Regulations and Zero Waste Programs; expanding EV charging at City Hall; continuing Sustainable Business Certification program; and increasing community education through events, e-blasts, newsletter and other formats. In support of these efforts, staff will continue seeking partnerships and fostering relationships with CCUSD and West LA College for mutual support in funding, program implementation, and educational initiatives.

Primary Strategic Goal Addressed:	Advance Environmental Sustainability and Climate Action
Ancillary Strategic Goals Incorporated:	Provide High-Quality Public Services, Increase Community Engagement
Resources Requested:	Continued funding for ongoing programs and increased funding for expansion.
Collaborating Departments:	All City Departments

Public Works Department

Fiscal Year 2024-2025

Proposed Work Plan Priorities

Work Plan Priority:

Public Works EPO staff will continue to prioritize implementation of stormwater pollution discharge programs, including: construction of CIP projects to filter, divert, or re-purpose stormwater; monitoring of discharges from City-owned Industrial General Permitted businesses; participation in regional groups such as Ballona Creek Watershed Management Group, Marina Del Rey Watershed Management Group, Central Santa Monica Bay Watershed Steering Committee, and Santa Monica Basin Groundwater Sustainability Agency; and maintenance and cleaning of City-owned stormwater facilities, landscaped areas, and catch basins.

Primary Strategic Goal Addressed:	Advance Environmental Sustainability and Climate Action
Ancillary Strategic Goals Incorporated:	Improve and Maintain Public Infrastructure and Community Spaces
Resources Requested:	Additional funding for new construction and continued funding to maintain stormwater programs as required by the City's MS4 permit.
Collaborating Departments:	Parks, Recreation, Community Services & Current Planning

Work Plan Priority:

Public Works Mobility and Traffic Engineering staff will prioritize seeking funding and achieving progress and/or completion of specific mobility infrastructure improvement projects identified in the City's Bicycle and Pedestrian Action Plan (BPAP) and Local Road Safety Plan (LRSP), including the Fox Hills NTMP and Bikeways Project and the Overland-Playa Pedestrian and Bicycle Improvements Project, as well as the Tri-School Traffic Study, part of the Safe Routes to School Program, which will address safety and mobility challenges in that area and include extensive public and stakeholder outreach and coordination with CCUSD.

Primary Strategic Goal Addressed:	Enhance Mobility and Transportation
Ancillary Strategic Goals Incorporated:	Promote Public Safety, Improve and Maintain Public Infrastructure and Community Spaces, Advance Environmental Sustainability and Climate Action, Increase Community Engagement
Resources Requested:	Continued and expanded funding for planning, design, and construction, particularly for CIP Projects PF025, PS029, and PZ923.
Collaborating Departments:	Transportation & Finance

Public Works Department

Fiscal Year 2024-2025

Proposed Work Plan Priorities

Work Plan Priority:

Public Works Mobility and Traffic Engineering staff will prioritize evaluating and updating parking regulations, including the Residential Permit Parking Program to streamline and simplify for residents, and upgrade parking infrastructure, including installation of 500 new parking meters at locations citywide.

Primary Strategic Goal Addressed:	Enhance Mobility and Transportation
Ancillary Strategic Goals Incorporated:	Improve and Maintain Public Infrastructure and Community Spaces, Ensure Long-term Financial Stability
Resources Requested:	Continued funding of CIP Project PZ949
Collaborating Departments:	Police & Finance

Work Plan Priority:

Public Works Mobility and Traffic Engineering staff will prioritize seeking funding, design, and implementation of projects to replace temporary intersection improvements with permanent materials, including several quick build projects and traffic calming measures at various intersections citywide.

Primary Strategic Goal Addressed:	Improve and Maintain Public Infrastructure and Community Spaces
Ancillary Strategic Goals Incorporated:	Enhance Mobility and Transportation, Promote Public Safety
Resources Requested:	Funding for a new CIP project
Collaborating Departments:	Finance & Transportation

Public Works Department

Fiscal Year 2024-2025

Proposed Work Plan Priorities

Work Plan Priority:

Public Works Engineering staff will prioritize seeking federal and state funding and continuing to manage the design, construction, and inspection of budgeted Capital Improvement Projects, especially street resurfacing and sidewalk replacement, the citywide project to upgrade antiquated streetlight circuitry, and the Fox Hills Sewer Pump Station Diversion Project, which will improve energy efficiency and reduce maintenance costs by eliminating one sewer pump station.

Primary Strategic Goal Addressed:	Improve and Maintain Public Infrastructure and Community Spaces
Ancillary Strategic Goals Incorporated:	Enhance Mobility and Transportation, Advance Environmental Sustainability and Climate Action, Promote Public Safety
Resources Requested:	Additional General Funds to reduce backlog for street resurfacing and sidewalk replacement as grants are not currently available
Collaborating Departments:	All City Departments

Work Plan Priority:

Public Works Engineering staff will prioritize streamlining conditions of approval, reviewing design plans, and providing inspection services for private development projects, especially for the increasing number of proposed high density large residential projects in areas formerly zoned for commercial development, focusing on reducing impacts to the public right-of-way and increasing use of sustainable materials.

Primary Strategic Goal Addressed:	Provide High Quality Public Services
Ancillary Strategic Goals Incorporated:	Promote Public Safety, Advance Environmental Sustainability and Climate Action, Improve Housing and Homeless Services
Resources Requested:	New staff position to service increasing volume of private development projects.
Collaborating Departments:	Planning and Development

Public Works Department

Fiscal Year 2024-2025

Proposed Work Plan Priorities

Work Plan Priority:

Public Works Engineering staff will prioritize training, review, and inspection of utility permits and sites in the public right-of-way, such as installation of fiber optic lines, and especially the installation of numerous new 5G small cell sites needed to provide 5G coverage citywide.

Primary Strategic Goal Addressed:	Improve and Maintain Public Infrastructure and Community Spaces
Ancillary Strategic Goals Incorporated:	Promote Public Safety
Resources Requested:	Additional staff to review increasing volume of utility permits
Collaborating Departments:	Fire & Police

Work Plan Priority:

Public Works Maintenance Operations staff will prioritize retrofitting and making improvements to the City's street lighting systems and infrastructure, including installing solar street lights along the National Metro Expo Bike Path between Jefferson Blvd and Washington Blvd, and attempting to eliminate theft of copper wire from the lighting systems by installing tamper proof electrical box lids citywide.

Primary Strategic Goal Addressed:	Improve and Maintain Public Infrastructure and Community Spaces
Ancillary Strategic Goals Incorporated:	Provide High-Quality Public Services, Advance Environmental Sustainability and Climate Action, Promote Public Safety
Resources Requested:	Additional funding for these improvements
Collaborating Departments:	Parks, Recreation, Community Services & Finance

Housing and Human Services Department

Fiscal Year 2024-2025
Proposed Work Plan Priorities

Work Plan Priority:

Continuation of Project Homekey

Primary Strategic Goal Addressed:	Improve Housing and Homeless Services
Ancillary Strategic Goals Incorporated:	Increase Community Engagement, Promote Diversity, Equity and Inclusion, and Provide High Quality Public Services
Resources Requested:	Continuation of existing contract
Collaborating Departments:	Public Works, Parks, Information Technology, Recreation and Community Services, Police, Fire, Finance, and City Attorney's Office

Work Plan Priority:

Continuation of Wellness Village/ Safe Sleep

Primary Strategic Goal Addressed:	Improve Housing and Homeless Services
Ancillary Strategic Goals Incorporated:	Increase Community Engagement, Promote Diversity, Equity and Inclusion and Provide High Quality Public Services
Resources Requested:	\$3,193,000- Renew contract with Urban Alchemy for an additional 12 months
Collaborating Departments:	Public Works, Information Technology, Parks, Recreation and Community Services, Police, Fire, City Manager's Office, City Attorney's Office and Finance

Work Plan Priority:

Continuation of Motel Master Leasing/Motel Nutrition Program

Primary Strategic Goal Addressed:	Improve Housing and Homeless Services
Ancillary Strategic Goals Incorporated:	Increase Community Engagement, Promote Diversity, Equity and Inclusion, Provide High Quality Public Services.
Resources Requested:	\$2,217,163 - request to extend contract with Rodeway Inn and Everytable for an additional 12 months.
Collaborating Departments:	Public Works, Police, Fire, City Attorney's Office, and Finance

Housing and Human Services Department

Fiscal Year 2024-2025

Proposed Work Plan Priorities

Work Plan Priority:

Continuation of Mobile Crisis Team (MCT)

Primary Strategic Goal Addressed:	Promote Public Safety
Ancillary Strategic Goals Incorporated:	Increase Community Engagement, Promote Diversity, Equity and Inclusion and Provide High Quality Public Services.
Resources Requested:	Existing staff
Collaborating Departments:	Police, Fire, City Manager's Office, Information Technology, City Attorney's Office and Finance

Work Plan Priority:

Enhancement of Homeless Outreach Services

Primary Strategic Goal Addressed:	Improve Housing and Homeless Services
Ancillary Strategic Goals Incorporated:	Promote Public Safety, Increase Community Engagement, Promote Diversity, Equity and Inclusion, and Provide High Quality Public Services.
Resources Requested:	\$1,137,799 - Additional resources for homeless services
Collaborating Departments:	Police, Fire, City Manager's Office, Information Technology, Parks, Recreation and Community Services, City Attorney's Office and Finance.

Work Plan Priority:

Implementation of Safe Parking Programming

Primary Strategic Goal Addressed:	Improve Housing and Homeless Services
Ancillary Strategic Goals Incorporated:	Increase Community Engagement, Promote Diversity, Equity and Inclusion, Provide High Quality Public Services
Resources Requested:	\$300,000
Collaborating Departments:	Parks, Recreation and Community Services, City Manager's Office, Police, Fire, Public Works, Finance and City Attorney's Office

Housing and Human Services Department

Fiscal Year 2024-2025
Proposed Work Plan Priorities

Work Plan Priority:

Enhancement of Code Enforcement/Park Patrol (Contract Employees)

Primary Strategic Goal Addressed:	Advance Environmental Sustainability and Climate
Ancillary Strategic Goals Incorporated:	Promote Public Safety, Increase Community Engagement, and Improve Housing and Homeless Services
Resources Requested:	\$400,000 - New request for contract personnel
Collaborating Departments:	Parks, Recreation and Community Services, Police, Fire, and City Attorney's Office

Work Plan Priority:

Continuation of Mobile Health Clinic

Primary Strategic Goal Addressed:	Improve Housing and Homeless Services
Ancillary Strategic Goals Incorporated:	Increase Community Engagement, Promote Diversity, Equity and Inclusion, Provide High Quality Public Services
Resources Requested:	\$400,000 - Continuation of Contract with Health Care in Action (HIA)
Collaborating Departments:	Parks, Recreation and Community Services, Police, Fire, and City Attorney's Office

Work Plan Priority:

Annual Wellness Fair

Primary Strategic Goal Addressed:	Improve Housing and Homeless Services
Ancillary Strategic Goals Incorporated:	Increase Community Engagement, Promote Diversity, Equity and Inclusion and Provide High Quality Public Services
Resources Requested:	\$20,000- New request
Collaborating Departments:	Public Works, Information Technology, Parks, Recreation and Community Services, Culver City Police Department, Culver City Fire Department, City Manager's Office, City Attorney and Finance

Finance Department
Fiscal Year 2024-2025
Proposed Work Plan Priorities

Work Plan Priority:

Implement the City's Updated City-wide User Fees and Development Impact Fees

Primary Strategic Goal Addressed:	Ensure Long-term Financial Stability
Ancillary Strategic Goals Incorporated:	Increase Community Engagement, Provide High Quality Public Services
Resources Requested:	Staff time
Collaborating Departments:	All

Work Plan Priority:

Review of Revenue Streams and Financial Forecast

Primary Strategic Goal Addressed:	Ensure Long-term Financial Stability
Ancillary Strategic Goals Incorporated:	
Resources Requested:	Existing consultants
Collaborating Departments:	Economic Development, City Manager

Work Plan Priority:

Increase Public Participation in the Budget Process

Primary Strategic Goal Addressed:	Increase Community Engagement
Ancillary Strategic Goals Incorporated:	
Resources Requested:	Outside consultants
Collaborating Departments:	Information Technology

Finance Department
Fiscal Year 2024-2025
Proposed Work Plan Priorities

Work Plan Priority:

Update the City's Purchasing Ordinance, Policies and Administration

Primary Strategic Goal Addressed:	Ensure Long-Term Financial Stability
Ancillary Strategic Goals Incorporated:	
Resources Requested:	Outside consultant to draft policy
Collaborating Departments:	City Attorney's Office, All

Work Plan Priority:

Update Environmental Purchasing Policy and Implementation

Primary Strategic Goal Addressed:	Advance Environmental Sustainability and Climate Action
Ancillary Strategic Goals Incorporated:	
Resources Requested:	Staff time
Collaborating Departments:	Public Works/EPO

Work Plan Priority:

Procure and Implement a New Timekeeping System for City Employees

Primary Strategic Goal Addressed:	Ensure Long-Term Financial Stability
Ancillary Strategic Goals Incorporated:	Provide High Quality Public Services
Resources Requested:	Funding for software, hardware and implementation support services
Collaborating Departments:	Information Technology, Human Resources

Finance Department
Fiscal Year 2024-2025
Proposed Work Plan Priorities

Work Plan Priority:

Implementation of New Refuse Billing System

Primary Strategic Goal Addressed:	Provide High Quality Public Services
Ancillary Strategic Goals Incorporated:	Ensure Long-Term Financial Stability
Resources Requested:	Existing staff
Collaborating Departments:	Public Works/EPO, Information Technology

Human Resources Department

Fiscal Year 2024-2025

Proposed Work Plan Priorities

Work Plan Priority:

Develop and implement a Racial Equity Action Plan (REAP) to increase racial equity across all City operations.

Primary Strategic Goal Addressed:	Promote Diversity, Equity, and Inclusion
Ancillary Strategic Goals Incorporated:	Improve Housing and Homeless Services, Increase Community Engagement
Resources Requested:	\$25,000
Collaborating Departments:	Citywide

Work Plan Priority:

Provide City-wide training to employees and the community on a variety of Diversity, Equity, Inclusion and Belonging topics and foster engaging conversations.

Primary Strategic Goal Addressed:	Promote Diversity, Equity, and Inclusion
Ancillary Strategic Goals Incorporated:	Increase Community Engagement
Resources Requested:	\$40,000
Collaborating Departments:	Citywide

Work Plan Priority:

Review and strengthen anti-discrimination, harassment and retaliation policy and training and simplify the process for employees to report concerns. Add staff to support complaint intake and coordination which would also reduce legal cost.

Note: To conduct workplace investigations, you must be a employee or a attorney or licensed private investigator.

Primary Strategic Goal Addressed:	Promote Diversity, Equity, and Inclusion
Ancillary Strategic Goals Incorporated:	Ensure Long-term Financial Stability
Resources Requested:	\$200,000
Collaborating Departments:	

Human Resources Department

Fiscal Year 2024-2025

Proposed Work Plan Priorities

Work Plan Priority:

Promote citywide training to address skill gaps and provide professional development to employees to assist with succession planning.

Primary Strategic Goal Addressed:	Promote Diversity, Equity, and Inclusion
Ancillary Strategic Goals Incorporated:	Ensure Long-term Financial Stability
Resources Requested:	\$75,000
Collaborating Departments:	Citywide

Work Plan Priority:

Prioritize Employee Health and Well-Being

Primary Strategic Goal Addressed:	Ensure Long-term Financial Stability
Ancillary Strategic Goals Incorporated:	Promote Diversity, Equity, and Inclusion
Resources Requested:	\$50,000
Collaborating Departments:	Citywide

Work Plan Priority:

Embrace Digital Transformation

Primary Strategic Goal Addressed:	Provide High Quality Public Services
Ancillary Strategic Goals Incorporated:	Ensure Long-term Financial Stability, and Promote Diversity, Equity, and Inclusion
Resources Requested:	TBD
Collaborating Departments:	Finance, IT

Work Plan Priority:

Promote Employee Safety / Training

Primary Strategic Goal Addressed:	Provide High Quality Public Services
Ancillary Strategic Goals Incorporated:	Ensure Long-term Financial Stability, Promote Diversity, Equity, and Inclusion
Resources Requested:	\$75,000
Collaborating Departments:	Citywide

Information Technology

Fiscal Year 2024-2025
Proposed Work Plan Priorities

Work Plan Priority:

Investigate the potential work efficiency and cost savings of replacing office workstations with laptops, allowing teleworking staff to access the City's network in a more efficient, streamlined, and secure manner.

Primary Strategic Goal Addressed: Provide High Quality of Public Services
Ancillary Strategic Goals Incorporated:
Resources Requested: Funding for contract services, hardware and software
Collaborating Departments:

Work Plan Priority:

To further enhance the City's security and data protection posture, expand the City's data backup strategy and infrastructure.

Primary Strategic Goal Addressed: Provide High Quality Public Services
Ancillary Strategic Goals Incorporated:
Resources Requested: Funding for contract services, hardware and software
Collaborating Departments:

Work Plan Priority:

Update, enhance and expand the Police Department's information technology to improve effectiveness, efficiency and transparency.

Primary Strategic Goal Addressed: Provide High Quality of Public Services
Ancillary Strategic Goals Incorporated:
Resources Requested: Funding for contract services, hardware and software
Collaborating Departments: Police Department

Information Technology

Fiscal Year 2024-2025
Proposed Work Plan Priorities

Work Plan Priority:

In collaboration with the PRCS Department, prioritize and deploy Wi-Fi service to city parks.

Primary Strategic Goal Addressed: Improve and Maintain Public Infrastructure and Community Spaces
Ancillary Strategic Goals Incorporated:
Resources Requested: Funding for contract services and hardware
Collaborating Departments: PRCS

Work Plan Priority:

In collaboration with the City Clerk's Office, provide equipment analysis for the audio-visual components to enhance the public meeting experience in the Council Chambers

Primary Strategic Goal Addressed: Increase Community Engagement
Ancillary Strategic Goals Incorporated: Improve engagement in the public process
Resources Requested: Funding for contract services and hardware
Collaborating Departments: City Manager/City Clerk

Work Plan Priority:

Implement innovative strategies to improve the Transportation Department's daily operations and enhance the overall customer experience. The key projects include the pre-development activities on the Culver City Transit Center technology and security improvements, the Dial-a-Ride Digitalization, and CleverInsights technology with robust analytical tools.

Primary Strategic Goal Addressed: Enhance Mobility and Transportation
Ancillary Strategic Goals Incorporated:
Resources Requested: Staff time
Collaborating Departments: Transportation

Work Plan Priority:

Provide technical support to the Public Works Department for the Waste Management Service System implementation involving hardware and software used on sanitation vehicles and back office support to improve communication and customer service.

Primary Strategic Goal Addressed: Provide High Quality Public Services
Ancillary Strategic Goals Incorporated:
Resources Requested: Staff time
Collaborating Departments: Public Works

Transportation Department

Fiscal Year 2024-2025

Proposed Work Plan Priorities

Work Plan Priority:

Citywide and Regional Mobility Planning and Coordination: The Transportation Department will continue to lead and coordinate on citywide and regional mobility planning initiatives. This includes working on the mobility services and infrastructure needed for the 2028 Olympics and beyond, regional transportation initiatives and studies, and strategies to achieve the goals of the Updated General Plan Mobility Element.

Primary Strategic Goal Addressed:	Enhance Mobility and Transportation
Ancillary Strategic Goals Incorporated:	Improve and Maintain Public Infrastructure and Community Spaces, Advance Environmental Sustainability and Climate Action, Provide High Quality Public Services, and Increase Community Engagement
Resources Requested:	
Collaborating Departments:	Public Works, Planning and Development, & Parks and Recreation

Work Plan Priority:

Prioritized City-wide Mobility Initiatives: The Transportation Department will continue to coordinate and collaboratively support the joint initiatives of Planning & Development, Public Works, and the Transportation departments as outlined in the adopted Short Range Mobility Plan. This five-year strategic plan provides the basis for the individual departments to secure funding, perform preliminary planning and implement a project plan by the individual departments

Primary Strategic Goal Addressed:	Enhance Mobility and Transportation
Ancillary Strategic Goals Incorporated:	Improve and Maintain Public Infrastructure and Community Spaces, Advance Environmental Sustainability and Climate Action, Provide High Quality Public Services and Increase Community Engagement
Resources Requested:	
Collaborating Departments:	Public Works, Planning and Development, Parks and Recreation

Transportation Department

Fiscal Year 2024-2025

Proposed Work Plan Priorities

Work Plan Priority:

Long-Term Financial Planning & Grant Funding Strategies: The Transportation Department remains committed to safeguarding its long-term financial stability to effectively deliver essential services to both the City and the community. In anticipation of the City's growth, the Department is actively addressing the escalating demands for services. A key undertaking involves the development of a robust Strategic Grant Funding Plan, designed to provide recommendations and actionable steps. This plan aims to strategically position the agency for optimal financial health, securing vital grant funds for critical areas such as capital, infrastructure, and service needs in alignment with the projected service levels outlined in the forthcoming Comprehensive Mobility Service Plan (CMSP) and the 2045 General Plan Mobility Element.

Primary Strategic Goal Addressed:	Ensure Long-term Financial Stability
Ancillary Strategic Goals Incorporated:	Enhance Mobility and Transportation, Improve and Maintain Public Infrastructure and Community Spaces and Provide High Quality Public Services
Resources Requested:	Grant Funding Strategies \$250,000
Collaborating Departments:	

Work Plan Priority:

MOVE Culver City: The project will work to create the mobility paradigm shift by developing an integrated multi-modal transportation system, improve the infrastructure and services for the alternative modes, and offer the community equitable, convenient, and sustainable mobility options

Primary Strategic Goal Addressed:	Enhance Mobility and Transportation
Ancillary Strategic Goals Incorporated:	Improve and Maintain Public Infrastructure and Community Spaces, Provide High Quality Public Services and Increase Community Engagement
Resources Requested:	\$800,000 for Downtown Eastern Segment construction and maintenance
Collaborating Departments:	Public Works, Planning and Development, City Manager's Office, Fire, PD, and Finance

Transportation Department

Fiscal Year 2024-2025

Proposed Work Plan Priorities

Work Plan Priority:

CMSP (Comprehensive Mobility Services Plan): Continue to leverage mass transit and other alternative modes to accommodate the growth and maintain the long-term vitality of the community. To maintain and enhance Culver City's thriving community through mobility, the Transportation Department will work to create a CMSP that includes a comprehensive analysis of its mobility services and programs, assessing the travel demands and patterns within Culver City and the surrounding CityBus service area, evaluating City and regional connections and growth, establishing ridership profiles and ridership forecasts, and recommending mobility service improvements to respond to the needs of the community in the service area. The CMSP will align and integrate with the Short-Range Mobility Plan, the Transportation Demand Management Study, and the Culver City General Plan 2040 to establish a complete package of mobility plans and benchmarks.

Primary Strategic Goal Addressed:

Enhance Mobility and Transportation

Ancillary Strategic Goals Incorporated:

Advance Environmental Sustainability and Climate Action, Provide High Quality Public Services and Increase Community Engagement

Resources Requested:

Collaborating Departments:

Public Works, Planning and Development, Parks and Recreation

Work Plan Priority:

Transportation Demand Management (TDM): To maximize the efficiency of City's transportation system and support City's growth through mobility, the Transportation Department will complete the Citywide TDM Study and lead the implementation of a new TDM ordinance in a joint initiative with Community Development and Public Works Department. The effort will include creating a new TDM program to foster mobility mode shifts and innovative mobility management strategies to help achieve the City's mobility goals of improving circulation and addressing traffic congestion. The project will also recommend a practical and comprehensive TDM Plan, update relevant City policies and provide a roadmap for implementing other TDM-related recommendations.

Primary Strategic Goal Addressed:

Enhance Mobility and Transportation

Ancillary Strategic Goals Incorporated:

Advance Environmental Sustainability and Climate Action and Provide High Quality Public Services

Resources Requested:

Collaborating Departments:

Planning and Development, Public Works

Transportation Department

Fiscal Year 2024-2025
Proposed Work Plan Priorities

Work Plan Priority:

Transit Zero Emission Initiatives: The Department will continue to work on and establish a Transit Zero Emission Master Plan that will recommend strategies and outline the steps for converting the transit fleet to zero emission vehicles, piloting a hydrogen-electric bus project, and implementing the facility expansion and improvements

Primary Strategic Goal Addressed: Advance Environmental Sustainability and Climate Action
Ancillary Strategic Goals Incorporated: Improve and Maintain Public Infrastructure and Community Spaces, Provide High Quality Public Services
Resources Requested: \$500,000 for planning activities
Collaborating Departments:

Work Plan Priority:

City Fleet and Facility Electrification Assessment and Implementation Plan: The Transportation Department will continue to work on the electrification of the City's vehicle fleet as well as the City Fleet and Facility Electrification Assessment and Implementation Plan that will outline the necessary next steps to ensure that the electrification of the City's fleet is achieved in the most financially and operationally efficient ways possible.

Primary Strategic Goal Addressed: Advance Environmental Sustainability and Climate Action
Ancillary Strategic Goals Incorporated: Improve and Maintain Public Infrastructure and Community Spaces, Provide High Quality Public Services
Resources Requested:
Collaborating Departments: Public Works and other City Departments.

Transportation Department

Fiscal Year 2024-2025
Proposed Work Plan Priorities

Work Plan Priority:

Jefferson Circulator & CityRide (Microtransit) Service: The Department will continue to explore, secure funding, and implement new mobility services. The Department will explore and work to identify funding for a new Jefferson Circulator service that will turn the Jefferson Blvd corridor into a high-quality transit corridor to support City's growth and sustainability and mobility goals. The Department will also partner with LA Metro to implement a Microtransit pilot service to evaluate and recommend how this new mobility service may integrate with and refine the menu of mobility services provided by the City.

Primary Strategic Goal Addressed:	Enhance Mobility and Transportation
Ancillary Strategic Goals Incorporated:	Advance Environmental Sustainability and Climate Action, Provide High Quality Public Services
Resources Requested:	Jefferson Circulator \$38,000,000 (10-Year O&M) Microtransit \$1,280,000
Collaborating Departments:	City Manager's Office and Economic Development

Work Plan Priority:

CityShare (Micromobility) Services & CityShare (Metro Bike Share): Administer City's Micromobility Program and expand the program by implementing Metro Bike Share into Culver City.

Primary Strategic Goal Addressed:	Enhance Mobility and Transportation
Ancillary Strategic Goals Incorporated:	Advance Environmental Sustainability and Climate Action
Resources Requested:	CityShare (Micromobility) Services - existing CityShare (Metro Bike Share) \$1,450,000
Collaborating Departments:	

Transportation Department

Fiscal Year 2024-2025

Proposed Work Plan Priorities

Work Plan Priority:

Video Surveillance Enforcement : This project aims to enhance parking regulation enforcement and improve transit safety and customer experience. Collaborating with the Culver City Police Department, and City Attorney’s Office, the project proposes utilizing strategically placed cameras on buses, focusing on bus stops, dedicated bus lanes, and bike lanes.

Primary Strategic Goal Addressed:	Enhance Mobility and Transportation
Ancillary Strategic Goals Incorporated:	Promote Public Safety, Provide High Quality Public Services
Resources Requested:	\$625,000 for initial implementation
Collaborating Departments:	Culver City Police Department, City Attorneys Office, Finance/Purchasing.

Work Plan Priority:

Transit Ambassador Program: This project intends to establish a one-year pilot initiative aimed at enhancing overall customer experience within Culver City's transit system. The program involves deploying trained contract personnel, including mobile and fixed post personnel, strategically across buses, bus stops, transit centers, and major points of connection. The Transit Ambassadors, with a rider-facing and welcoming role, will actively engage with the community, promote the sense of safety, and assist vulnerable riders. The goal is to create a visible and supportive presence, contributing to improved sense of public safety, customer service, and community outreach.

Primary Strategic Goal Addressed:	Promote Public Safety
Ancillary Strategic Goals Incorporated:	Enhance Mobility and Transportation, Provide High Quality Public Services, Increase Community Engagement
Resources Requested:	\$500,000
Collaborating Departments:	

Transportation Department

Fiscal Year 2024-2025

Proposed Work Plan Priorities

Work Plan Priority:

EV Motor Pool: This pilot project will replace the fleet of aging City Hall pool cars with electric and plug-in hybrid electric vehicles and introduce a software-based, centralized management system for the City's pool of shared vehicles. This will provide a portal for staff to more efficiently reserve vehicles with automated confirmation.

Primary Strategic Goal Addressed:	Advance Environmental Sustainability and Climate Action
Ancillary Strategic Goals Incorporated:	Provide High Quality Public Services
Resources Requested:	\$213,000
Collaborating Departments:	Public Works, IT, Human Resources

Work Plan Priority:

CityRide (Circulator) Service: The Transportation Department will continue to monitor, improve and evaluate the Downtown Circulator (1C1) and School Circulator (5C1 and 5C2) to serve the ridership needs of the community. The Department is preparing to relaunch the Downtown Circulator (1C1) service with new vehicles to improve customer experience.

Primary Strategic Goal Addressed:	Enhance Mobility and Transportation
Ancillary Strategic Goals Incorporated:	Provide High Quality Public Services
Resources Requested:	
Collaborating Departments:	

Transportation Department

Fiscal Year 2024-2025

Proposed Work Plan Priorities

Work Plan Priority:

Technology Infrastructure Enhancements & Culver City Transit Center Technology Improvement & DIAL-A-RIDE Digitalization & CleverInsights Technology: In FY25, Transportation Department will continue its collaboration with the Information Technology Department and other departments to implement various strategies to improve the department's daily operations and enhance the overall customer experience. The key projects include the pre-development activities on the Culver City Transit Center technology and security improvements, the Dial-a-Ride Digitalization, and CleverInsights technology with robust analytical tools.

Primary Strategic Goal Addressed:	Enhance Mobility and Transportation
Ancillary Strategic Goals Incorporated:	Provide High Quality Public Services
Resources Requested:	Technology Infrastructure Enhancements NA; Culver City Transit Center Technology Improvement TBD; DIAL-A-RIDE Digitalization \$50,000; CleverInsights Technology \$40,000
Collaborating Departments:	IT, Public Works, Parks, Recreation and Community Services

City Manager's Office
Fiscal Year 2024-2025
Proposed Work Plan Priorities

Work Plan Priority:

Local Emergency on Homelessness: The City Manager, in his capacity as the Director of Emergency Services, will continue to direct all City departments to implement the City's response to the Local Emergency on Homelessness proclaimed on January 3, 2023, and ratified by the City Council on January 9, 2023. This includes coordinating weekly outreach and service days, and the effective operation of the City's safe-camping site (Wellness Village), Motel Master Leasing program, and Project Homekey in coordination with the Housing and Human Services Department. Additional efforts will be given to providing additional critical services like street-based healthcare access for the unhoused, developing key performance measures, public outreach on homeless program services, goals, and efficacy, and identifying strategies and alternative funding sources to maintain services.

Primary Strategic Goal Addressed: Improve Housing and Homeless Services
Ancillary Strategic Goals Incorporated:
Resources Requested: Contract Services
Collaborating Departments: Housing & Human Services

Work Plan Priority:

Monitor the deployment of the Mobile Crisis Team (MCT) and evaluate its effectiveness at providing outreach services to individuals experiencing a mental health crisis, law enforcement diversion rates, and the successful resolution of cases.

Primary Strategic Goal Addressed: Improve Housing and Homeless Services
Ancillary Strategic Goals Incorporated:
Resources Requested:
Collaborating Departments: Housing & Human Services

Work Plan Priority:

Collaborate with the Information Technology Department to explore cost-effective strategies for leveraging Culver Connect, the City's fiber-optic network, to drive economic growth and ensure affordable access. This involves offering high-speed internet to both City businesses and multi-family residences. Enhance the network's efficiency and reach by partnering with the City's operator, Onward, to expand its customer base to additional small businesses and multi-family residences.

Primary Strategic Goal Addressed: Community Spaces
and Community Spaces
Ancillary Strategic Goals Incorporated:
Resources Requested:
Collaborating Departments: Information Technology

City Manager's Office
Fiscal Year 2024-2025
Proposed Work Plan Priorities

Work Plan Priority:

Work with the City Attorney's Office to update three remaining oil pipeline franchise agreements, out of the City's five oil pipeline franchises, using the Torrance Valley franchise agreement (which was completed in FY 2021) as a template.

Primary Strategic Goal Addressed: Advance Environmental Sustainability & Climate Action
Ancillary Strategic Goals Incorporated:
Resources Requested:
Collaborating Departments: City Attorney

Work Plan Priority:

Work with the City Attorney's Office and Finance Department to develop and obtain City Council approval for a comprehensive ordinance permitting and regulate short term residential rentals. If approved by the City Council, develop the application process and forms, and a permit review and monitoring program. Issue RFP, if necessary, for a consultant for permitting, monitoring and enforcement. Monitor collection of transient occupancy taxes from hosting platforms.

Primary Strategic Goal Addressed: Ensure Long-Term Financial Stability
Ancillary Strategic Goals Incorporated:
Resources Requested: Contract Services
Collaborating Departments: City Attorney, Finance

Work Plan Priority:

Continue work with the City Council Policies Ad Hoc Subcommittee, City Clerk, and City Attorney's Office to complete a comprehensive review of all City Council Policies and finalize a new policy manual.

Primary Strategic Goal Addressed: Provide High Quality Public Services
Ancillary Strategic Goals Incorporated:
Resources Requested:
Collaborating Departments: City Attorney, City Clerk

City Manager's Office
Fiscal Year 2024-2025
Proposed Work Plan Priorities

Work Plan Priority:

Update and review policies and procedures, as suggested by Moss Adams, to incorporate internal control recommendations that may necessitate software updates or the implementation of new software modules. Additionally, identify and address other areas within internal processes and procedures to improve service effectiveness and efficiency

Primary Strategic Goal Addressed: Provide High Quality Public Services
Ancillary Strategic Goals Incorporated:
Resources Requested: Software Services
Collaborating Departments: Citywide

Work Plan Priority:

Initiate a process to determine future use for the former Retting Gun Store property that includes community engagement.

Primary Strategic Goal Addressed: Improve & Maintain Public Infrastructure & Community Spaces
Ancillary Strategic Goals Incorporated: Increase Community Engagement
Resources Requested: Consulting Services
Collaborating Departments: Planning & Development

Work Plan Priority:

Develop an e-newsletter to feature upcoming City events, programs, and services in furtherance of the City's public information and outreach goals. Additional enhancements include the development of shortform social videos highlighting prior events.

Primary Strategic Goal Addressed: Increase Community Engagement
Ancillary Strategic Goals Incorporated:
Resources Requested: Software Services
Collaborating Departments: Citywide

City Clerk's Office
Fiscal Year 2024-2025
Proposed Work Plan Priorities

Work Plan Priority:

Prepare, legislate, communicate and officiate the November 5, 2024 General Municipal Election

Primary Strategic Goal Addressed: Increase Community Engagement
Ancillary Strategic Goals Incorporated:
Resources Requested: \$200,000
Collaborating Departments: City Manager's Office

Work Plan Priority:

Citywide Electronic Document Management System: Identify and implement lifecycles for official records through the Gimmel Project/ install equipment for WORM compliance

Primary Strategic Goal Addressed: Provide High Quality Public Services
Ancillary Strategic Goals Incorporated:
Resources Requested: Costs for the WORM component and Contractor for implementing GIMMAL and training

Collaborating Departments: Information Technology

Work Plan Priority:

Equipment Analysis for AV components to enhance the experience for meetings in the Chambers

Primary Strategic Goal Addressed: Increase Community Engagement
Ancillary Strategic Goals Incorporated:
Resources Requested: TBD Costs for upgrades
Collaborating Departments: Information Technology

Work Plan Priority:

Continue to work towards completion of the City Council Policies Comprehensive Update

Primary Strategic Goal Addressed: Provide High Quality Public Services
Ancillary Strategic Goals Incorporated:
Resources Requested: Staff time
Collaborating Departments: City Attorney's Office

City Clerk's Office
Fiscal Year 2024-2025
Proposed Work Plan Priorities

Work Plan Priority:

Update meeting procedures, guidelines, and the CCMC rules of order, decorum and public participation

Primary Strategic Goal Addressed: Provide High Quality Public Services

Ancillary Strategic Goals Incorporated:

Resources Requested: Staff time

Collaborating Departments: City Attorney's Office

Economic Development

Fiscal Year 2024-2025

Proposed Work Plan Priorities

Work Plan Priority:

Produce and promote high quality events, including the Summer Music Concert Series, Jazz Series, pop-up activations in Downtown Culver City, and other districts, to encourage visitation to the City.

Primary Strategic Goal Addressed:	Increase Community Engagement
Ancillary Strategic Goals Incorporated:	Ensure Long Term Financial Stability
Resources Requested:	\$326,000
Collaborating Departments:	City Attorney, Public Works, Police, Fire

Work Plan Priority:

Collaborate with property owners/brokers to attract/retain new, quality businesses with enhanced businesses development services and educational workshops.

Primary Strategic Goal Addressed:	Provide High Quality Services
Ancillary Strategic Goals Incorporated:	Ensure Long Term Financial Stability
Resources Requested:	\$93,000
Collaborating Departments:	Planning and Development Services, Public Works, Fire, Finance

Work Plan Priority:

Develop focused tourism assets and progress "Visit Culver City" initiative to include website/brand development and partnerships with Chamber of Commerce, hotels and BIDs.

Primary Strategic Goal Addressed:	Ensure Long Term Financial Stability
Ancillary Strategic Goals Incorporated:	Increase Community Engagement
Resources Requested:	\$100,000
Collaborating Departments:	City Attorney, Cultural Affairs

Economic Development

Fiscal Year 2024-2025

Proposed Work Plan Priorities

Work Plan Priority:

Progress Workforce Development program with local colleges/academic and business community to facilitate industry awareness, internships and other programs to support talent retention/development.

Primary Strategic Goal Addressed:	Ensure Long-Term Financial Stability
Ancillary Strategic Goals Incorporated:	Promote Diversity, Equity and Inclusion
Resources Requested:	\$15,000
Collaborating Departments:	City Attorney, Human Resources, Housing and

Work Plan Priority:

Implement capital improvements in commercial corridors to include Art District and West Washington Medians. Explore additional landscaping services.

Primary Strategic Goal Addressed:	Improve and Maintain Public Infrastructure and Community Spaces
Ancillary Strategic Goals Incorporated:	Ensure Long Term Financial Stability
Resources Requested:	TBD
Collaborating Departments:	Public Works, Parks Recreation and Community Services

Work Plan Priority:

Progress Media Park capital improvements to compliment Downtown Business District and increase community usage of park.

Primary Strategic Goal Addressed:	Ensure Long Term Financial Stability
Ancillary Strategic Goals Incorporated:	Provide High Quality Services
Resources Requested:	TBD
Collaborating Departments:	Finance, Public Works, Parks Recreation and Community Services

Economic Development

Fiscal Year 2024-2025

Proposed Work Plan Priorities

Work Plan Priority:

Facilitate the performance of Disposition and Development Agreements (DDA) for 9814 Washington Boulevard and 3735 Robertson Boulevard to bring affordable housing units on-line and amend DDA and related agreements for Culver Public Market to re-initiate construction/project development.

Primary Strategic Goal Addressed:	Ensure Long Term Financial Stability
Ancillary Strategic Goals Incorporated:	Improve Housing and Homeless Services
Resources Requested:	TBD
Collaborating Departments:	City Attorney, Planning and Development Services, Housing and Human Services

Work Plan Priority:

Implement infrastructure improvements in parking facilities to enhance customer experience, maintain systems and support local businesses. Conduct a fee study to review regional trends and current rates.

Primary Strategic Goal Addressed:	Improve and Maintain Public Infrastructure and Community Spaces
Ancillary Strategic Goals Incorporated:	Ensure Long Term Financial Stability
Resources Requested:	TBD
Collaborating Departments:	Public Works, Planning and Development

Cultural Affairs Division

Fiscal Year 2024-2025

Proposed Work Plan Priorities

Work Plan Priority:

Develop and implement a Concerts in the Chambers classical music series in City Council chambers.

Primary Strategic Goal Addressed:	Provide High Quality Public Services
Ancillary Strategic Goals Incorporated:	Improve and Maintain Public Infrastructure and Community Spaces
Resources Requested:	\$50,000 for artist fees, production equipment and staffing.
Collaborating Departments:	Economic Development

Work Plan Priority:

Promote the creative economy by coordinating implementation of temporary art in empty storefronts and businesses.

Primary Strategic Goal Addressed:	Improve and Maintain Public Infrastructure and Community Spaces
Ancillary Strategic Goals Incorporated:	Provide High Quality Public Services
Resources Requested:	\$50,000 to pay for artists and materials
Collaborating Departments:	Economic Development

Work Plan Priority:

Promote the creative economy by planning and coordinating networking events.

Primary Strategic Goal Addressed:	Provide High Quality Public Services
Ancillary Strategic Goals Incorporated:	
Resources Requested:	\$5,000 to fund one or two events.
Collaborating Departments:	Economic Development

Cultural Affairs Division

Fiscal Year 2024-2025

Proposed Work Plan Priorities

Work Plan Priority:

Continue planning efforts for the 2028 Olympics, including development of plans involving art at City gateways.

Primary Strategic Goal Addressed:	Improve and Maintain Public Infrastructure and Community Spaces
Ancillary Strategic Goals Incorporated:	Provide High Quality Public Services
Resources Requested:	Staff time
Collaborating Departments:	Economic Development

Work Plan Priority:

Coordinate the removal and disposition of the Deano's Motel Sign at Project Homekey.

Primary Strategic Goal Addressed:	Improve and Maintain Public Infrastructure and Community Spaces
Ancillary Strategic Goals Incorporated:	
Resources Requested:	\$30,000 for sign-removal (if not paid for by new owner of sign)
Collaborating Departments:	Housing and Human Services

Work Plan Priority:

Develop a new Community Cultural Plan for Cultural Affairs that aligns with the Cultural Element of the General Plan Update and includes a Public Art Master Plan.

Primary Strategic Goal Addressed:	Improve and Maintain Public Infrastructure and Community Spaces
Ancillary Strategic Goals Incorporated:	Provide High Quality Public Services
Resources Requested:	\$100,000 for a consultant
Collaborating Departments:	Planning and Development

Cultural Affairs Division

Fiscal Year 2024-2025
Proposed Work Plan Priorities

Work Plan Priority:

Recommend revisions to Culver City Municipal Code Chapter 15.06 pertaining to the Art in Public Places Program.

Primary Strategic Goal Addressed: Improve and Maintain Public Infrastructure and Community Spaces

Ancillary Strategic Goals Incorporated: Provide High Quality Public Services
Resources Requested: \$100,000 for a possible Nexus study, if recommended and approved by Council.

Collaborating Departments: City Attorney's Office

Work Plan Priority:

Deaccession of the existing fountain at the Police Station and commission of new public art to replace it.

Primary Strategic Goal Addressed: Improve and Maintain Public Infrastructure and Community Spaces

Ancillary Strategic Goals Incorporated:
Resources Requested: \$100,000

Collaborating Departments: Police