

City Council
Regular Meeting
Tuesday, July 21, 2015
6:00 PM
City Council Chambers



Mayor Mark Burton
Mayor Pro Tem Tony D'Errico
Councilmember David Lesser
Councilmember Amy Howorth
Councilmember Wayne Powell

Executive Team

Mark Danaj, City Manager
Quinn Barrow, City Attorney

Robert Espinosa, Fire Chief
Captain Derrick Abell, Acting Human Resources Director
Eve R. Irvine, Police Chief
Mark Leyman, Parks & Recreation Director
Bruce Moe, Finance Director

Nadine Nader, Assistant City Manager
Tony Olmos, Public Works Director
Liza Tamura, City Clerk
Marisa Lundstedt, Community
Development Director

MISSION STATEMENT:

The City of Manhattan Beach is dedicated to providing exemplary municipal services, preserving our small beach town character and enhancing the quality of life for our residents, businesses and visitors.

July 21, 2015

City Council Meeting Agenda Packet

Agenda Item No.	Starting Page	Ending Page
AGENDA	1	10
1	11	12
2	13	14
3	15	16
4	17	20
5	21	22
6	23	28
7	29	34
8	35	38
9	39	62
10	63	88
11	89	92
12	93	108
13	109	120
14	121	132
15	133	178
16	179	234
17	235	252

MANHATTAN BEACH'S CITY COUNCIL WELCOMES YOU!

Your presence and participation contribute to good city government.

By your presence in the City Council Chambers, you are participating in the process of representative government. To encourage that participation, the City Council has specified two additional times for public comments on the agenda--under "Community Announcements Regarding Upcoming Events," at which time the public may address the City Council regarding any upcoming events for up to one minute in duration for any speaker; and again under "Public Comment on Non-Agenda Items," at which time speakers may comment on any item of interest to the public that is within the subject matter jurisdiction of the legislative body, not including items on the agenda, for up to three minutes for each speaker. Estimated times have been placed under each heading to assist with meeting management. Please note that these times are merely an estimate.

Please note that each speaker may speak for up to 15 minutes at any one Council meeting, with additional time during public hearings.

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

In compliance with the Americans With Disabilities Act, if you need special assistance to participate in this meeting, you should contact the Office of the City Clerk at (310) 802-5056 (voice) or (310) 546-3501 (TDD). Notification 36 hours prior to the meeting will enable the City to make reasonable arrangements to assure accessibility to this meeting.

BELOW ARE THE AGENDA ITEMS TO BE CONSIDERED. THE RECOMMENDED COUNCIL ACTION IS LISTED IMMEDIATELY AFTER THE TITLE OF EACH ITEM IN BOLD CAPITAL LETTERS.**A. PLEDGE TO THE FLAG**

5 MINUTES

B. ROLL CALL

1 MINUTE

C. CERTIFICATION OF MEETING NOTICE AND AGENDA POSTING

1 MINUTE

I, Liza Tamura, City Clerk of the City of Manhattan Beach, California, state under penalty of perjury that this notice/agenda was posted on Wednesday, July 15, 2015, on the City's Website and on the bulletin boards of City Hall, Joslyn Community Center and Manhattan Heights.

D. APPROVAL OF AGENDA AND WAIVER OF FULL READING OF ORDINANCES

5 MINUTES

By motion of the City Council this is the time to notify the public of any changes to the agenda and/or rearrange the order of the agenda.

E. CEREMONIAL CALENDAR

30 MINUTES

1. Presentation of City Plaques to Special Olympic Athletes: Honorary Mayor Caley Versfelt, Honorary City Treasurer Thomas Byrne, and Honorary City Clerk Gigi Greskovics and Presentation of Certificates of Recognition to the Manhattan Beach Host Town Local Organizing Committee. [15-0344](#)
PRESENT

2. Presentation of Certificates of Recognition to Manhattan Beach Police Officers: Dave Caveney, Tony Presgraves, Michael Allard, and David Gibbons for their Significant Number of DUI (Driving Under the Influence) Arrests in 2014. [15-0338](#)
PRESENT

3. Presentation of Plaques to Outgoing Planning Commissioner Martha Andreani, Outgoing Library Commissioner Josh Cooperman, and Outgoing Parks and Recreation Commissioner Adam Zaun. [15-0236](#)
PRESENT

F. CITY MANAGER REPORT

5 MINUTES

G. CITY ATTORNEY REPORT

5 MINUTES

H. CITY COUNCIL ANNOUNCEMENTS AND REPORTS

5 MINUTES PER CITY COUNCILMEMBER FOR TOTAL OF 25 MINUTES

I. COMMUNITY ANNOUNCEMENTS REGARDING UPCOMING EVENTS

1 MINUTE PER PERSON

This portion of the meeting is to provide an opportunity for citizens to address the City Council regarding upcoming events. The duration for an individual speaking under "Community Announcements Regarding Upcoming Events" is limited to one minute. A second, extended opportunity to speak is provided under "Public Comment on Non-Agenda Items." While all comments are welcome, the Brown Act does not allow City Council to take action on any item not on the agenda, except under very limited circumstances. Please complete the "Request to Address the City Council" card by filling out your name, city of residence, and returning it to the City Clerk. Thank you!

J. PUBLIC COMMENT ON NON-AGENDA ITEMS

3 MINUTES PER PERSON - 30 MINUTES MAXIMUM

Speakers may comment on any item of interest to the public that is within the subject matter jurisdiction of the legislative body, not including items on the agenda. The Mayor may determine whether an item is within the subject matter jurisdiction of the City. While all comments are welcome, the Brown Act does not allow City Council to take action on any item not on the agenda, except under very limited circumstances. Please complete the "Request to Address the City Council" card by filling out your name, city of residence, and returning it to the City Clerk.

K. CONSENT CALENDAR

5 MINUTES

NOTICE TO THE PUBLIC - The items on the "Consent Calendar" are routine and customary business items and will be enacted with one vote. The Mayor will ask the public, the City Councilmembers and the staff if there is anyone who wishes to remove any item from the "Consent Calendar" for public comment, discussion and consideration. The matters removed from the "Consent Calendar" will be considered individually at the end of this Agenda under "Items Removed from the Consent Calendar." At that time, any member of the audience may comment on any item pulled from the "Consent Calendar." The entire "Consent Calendar," with the exception of items removed to be discussed under "Items Removed from the Consent Calendar," is then voted upon by roll call under one motion, after the Mayor has invited the public to speak.

4. Ratification of Partially Grant Funded Purchase of Electric Vehicle Monitoring Equipment from ATVLS, Inc. in the Amount of \$40,879.18 (Public Works Director Olmos). [15-0303](#)
WAIVE FORMAL BIDDING; APPROVE
Attachments: [Electric Vehicle Charging Locations in Manhattan Beach](#)
5. Award of Bid to Beau Bureaux Interiors, Inc. to Provide and Install Office Furniture in the Amount of \$29,268 (Public Works Director Olmos). [15-0330](#)
APPROVE
6. Adoption of Ordinance 15-0007 Approving Amendments to Chapter 2.36 of the Manhattan Beach Municipal Code (Purchasing) Changing the Informal and Formal Bid Limits and Other Minor Changes (Finance Director Moe). [ORD 15-0007](#)
ADOPT ORDINANCE NO. 15-0007
Attachments: [Ordinance No. 15-0007](#)
7. Consideration of Resolution Increasing Parking Citation Penalties by Five Dollars as Approved in the Fiscal Year 2015-2016 Budget (Finance Director Moe). [RES 15-0047](#)
ADOPT RESOLUTION NO. 15-0047
Attachments: [Resolution No. 15-0047](#)
[Schedule of Parking Citation Penalties](#)

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8. Reject all Bids for the Strand Stairs Rehabilitation Project (Public Works Director Olmos). [15-0342](#)
APPROVE
Attachments: [Budget and Expenditures](#)
9. Two-Year Cost Sharing Agreement Not-to-Exceed \$34,456 for Beach Cities Transit Line 109 for Fiscal Years 15-16 and 16-17 with the Cities of Redondo Beach, Hermosa Beach and El Segundo (Community Development Director Lundstedt). [CON 15-0021](#)
APPROVE AND APPROPRIATE
Attachments: [Beach Cities Transit Line 109 Contributions 2006-2017](#)
[At Stop Signage Details](#)
[Ridership Data](#)
[Cost Sharing Agreement](#)
10. Minutes: [15-0020](#)
This item contains action minutes of City Council meetings which are presented for approval. Staff recommends that the City Council, by motion, take action to approve the action minutes of the:
a) City Council Regular Meeting of July 7, 2015
b) City Council Adjourned Regular Meeting-Closed Session and Study Session of July 8, 2015
(City Clerk Tamura).
APPROVE
Attachments: [City Council Regular Meeting of July 7, 2015](#)
[City Council Adjourned Regular Meeting-Closed Session and Study Session of](#)

L. PUBLIC HEARINGS

30 MINUTES PER ITEM

11. Conduct Public Hearing Regarding the Annual Storm Water Service Charge for Fiscal Year 2015-2016 (Finance Director Moe). [RES 15-0025](#)
a) CONDUCT A PUBLIC HEARING
b) ADOPT RESOLUTION NO. 15-0025
Attachments: [Resolution No. 15-0025](#)

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12. Conduct Public Hearing and Adoption of Resolution No. 15-0044 for a Coastal Development Permit to Allow a Program for Recreational Beach Rentals and a Welcome/Information Center in the Sand Lot South of the Lower South Pier Parking Lot (Community Development Director Lundstedt and Parks and Recreation Director Leyman). [RES 15-0044](#)
- ADOPT RESOLUTION NO. 15-0044**
- Attachments: [Resolution No. 15-0044](#)
[Nikau Kai Waterman Shop Agreement to Operate Welcome/Information Center](#)

M. GENERAL BUSINESS

30 MINUTES PER ITEM

13. Meeting Management Resolution (City Attorney Barrow/Assistant City Manager Nader). [RES 15-0048](#)
- INVITE PUBLIC COMMENTS AND CONSIDER ADOPTING RESOLUTION NO. 15-0048**
- Attachments: [Resolution No. 15-0048](#)
[Order of Business](#)
14. Amendment Extending the Term of Employment Agreement with City Manager Mark Danaj (City Attorney Barrow). [CON 15-0045](#)
- APPROVE AMENDMENT OF EMPLOYMENT AGREEMENT WITH MARK DANAJ TO EXTEND THE TERM UNTIL JUNE 30, 2020**
- Attachments: [City Manager Employment Agreement](#)
[Amendment to City Manager Employment Agreement](#)

N. ITEMS REMOVED FROM THE CONSENT CALENDAR

5 MINUTES PER ITEM

Prior to the Council's consideration of each item removed from the consent calendar, speakers may comment on any or all of those items for up to three minutes per item.

O. OPTIONAL ADDITIONAL PUBLIC COMMENTS ON NON-AGENDA ITEMS

For speakers who did not speak at the first "Public Comment" period because the 30 minute time limit was reached.

3 MINUTES PER PERSON

P. OTHER COUNCIL BUSINESS, COMMITTEE AND TRAVEL REPORTS, FUTURE DISCUSSION ITEMS

5 MINUTES PER CITY COUNCILMEMBER FOR TOTAL OF 25 MINUTES

Q. RECEIVE AND FILE ITEMS

The following items are informational items that do not require action by the City Council. They can be "Received and Filed" by one motion: "Motion to Receive and File" or by order of the Chair.

The Mayor will provide a maximum of three minutes for speakers to comment on this category.

15. Planning Commission Approval of a Use Permit Amendment and a Categorical Exemption Under CEQA to Allow Instructional Alcohol Tastings for the Grocery Store and Full Alcohol Service for On-Site Consumption for the Existing Indoor Café at Bristol Farms, 1570 Rosecrans Avenue, Suite H (Community Development Director Lundstedt). [15-0331](#)
RECEIVE AND FILE

Attachments: [Planning Commission Resolution No. PC 15-04](#)
[Planning Commission Draft Minutes, June 24, 2015](#)
[Planning Commission Staff Report and Attachments, June 24, 2015](#)

16. Financial Report: [15-0308](#)
Schedule of Demands: June 18, 2015 (Finance Director Moe).
RECEIVE AND FILE

Attachments: [Schedule of Demands for June 18, 2015](#)

17. Commission Minutes: [15-0340](#)
This Item Contains Minutes of City Commission Meetings. Staff Recommends that the City Council, by Motion, Take Action to Receive and File the Minutes of the:
a) Parking and Public Improvements Commission Meeting of April 23, 2015
(Community Development Director Lundstedt).
b) Parking and Public Improvements Commission Meeting of May 28, 2015
(Community Development Director Lundstedt).
c) Finance Subcommittee Meeting of July 1, 2015
(Finance Director Moe).
RECEIVE AND FILE

Attachments: [Parking and Public Improvements Commission Meeting Minutes of April 23, 2015](#)
[Parking and Public Improvements Commission Meeting Minutes of May 28, 2015](#)
[Finance Subcommittee Meeting Minutes of July 1, 2015](#)

R. ADJOURNMENT

S. FUTURE MEETINGS**CITY COUNCIL MEETINGS**

Aug. 4, 2015 – Tuesday -- 6:00 PM - City Council Meeting
Aug. 18, 2015 – Tuesday -- 6:00 PM - City Council Meeting
Sep. 1, 2015 – Tuesday -- 6:00 PM - City Council Meeting
Sep. 15, 2015 – Tuesday -- 6:00 PM - City Council Meeting
Sep. 24, 2015 – Joint City Council/Manhattan Beach Unified School District Meeting (Tentative Hold)
Oct. 6, 2015 – Tuesday -- 6:00 PM - City Council Meeting
Oct. 20, 2015 – Tuesday -- 6:00 PM - City Council Meeting
Nov. 3, 2015 – Tuesday -- 6:00 PM - City Council Meeting
Nov. 17, 2015 – Tuesday -- 6:00 PM - City Council Meeting
Dec. 1, 2015 – Tuesday -- 6:00 PM - City Council Meeting
Dec. 15, 2015 – Tuesday -- 6:00 PM - City Council Meeting
Jan. 5, 2016 – Tuesday -- 6:00 PM - City Council Meeting
Jan. 19, 2016 – Tuesday -- 6:00 PM - City Council Meeting
Feb. 2, 2016 – Tuesday -- 6:00 PM - City Council Meeting
Feb. 16, 2016 – Tuesday -- 6:00 PM - City Council Meeting
March 1, 2016 – Tuesday -- 6:00 PM - City Council Meeting
March 15, 2016 – Tuesday -- 6:00 PM - City Council Meeting
April 5, 2016 – Tuesday -- 6:00 PM - City Council Meeting
April 19, 2016 – Tuesday -- 6:00 PM - City Council Meeting/Reorganization
Sep. 6, 2016 – Tuesday -- 6:00 PM - City Council Meeting
Sep. 20, 2016 – Tuesday -- 6:00 PM - City Council Meeting

BOARDS, COMMISSIONS AND COMMITTEE MEETINGS

July 22, 2015 – Wednesday – 6:30 PM – Planning Commission Meeting
July 23, 2015 – Thursday – 6:30 PM - Parking & Public Improvements Commission Meeting
July 27, 2015 – Monday – 6:30 PM – Parks and Recreation Commission Meeting
August 10, 2015 – Monday – 6:30 PM – Library Commission Meeting
August 11, 2015 – Tuesday – 6:30 PM – Cultural Arts Commission Meeting
August 24, 2015 – Monday – 6:30 PM – Parks and Recreation Commission Meeting
September 14, 2015 – Monday – 6:30 PM – Library Commission Meeting
September 15, 2015 – Tuesday – 6:30 PM – Cultural Arts Commission Meeting
September 28, 2015 – Monday – 6:30 PM – Parks and Recreation Commission Meeting
October 12, 2015 – Monday – 6:30 PM – Library Commission Meeting
October 13, 2015 – Tuesday – 6:30 PM – Cultural Arts Commission Meeting
October 14, 2015 – Wednesday – 6:30 PM – Planning Commission Meeting
October 22, 2015 – Thursday – 6:30 PM - Parking & Public Improvements Commission Meeting
October 26, 2015 – Monday – 6:30 PM – Parks and Recreation Commission Meeting
October 28, 2015 – Wednesday – 6:30 PM – Planning Commission Meeting
November 9, 2015 – Monday – 6:30 PM – Library Commission Meeting
November 10, 2015 – Tuesday – 6:30 PM – Cultural Arts Commission Meeting
November 11, 2015 – Wednesday – 6:30 PM – Planning Commission Meeting
November 25, 2015 – Wednesday – 6:30 PM – Planning Commission Meeting
November 26, 2015 – Thursday – 6:30 PM - Parking & Public Improvements Commission Meeting
November 23, 2015 – Monday – 6:30 PM – Parks and Recreation Commission Meeting
December 8, 2015 – Tuesday – 6:30 PM – Cultural Arts Commission Meeting
December 9, 2015 – Wednesday – 6:30 PM – Planning Commission Meeting
December 14, 2015 – Monday – 6:30 PM – Library Commission Meeting
December 23, 2015 – Wednesday – 6:30 PM – Planning Commission Meeting
December 24, 2015 – Thursday – 6:30 PM - Parking & Public Improvements Commission Meeting
December 28, 2015 – Monday – 6:30 PM – Parks and Recreation Commission Meeting

T. CITY HOLIDAYS**CITY OFFICES CLOSED ON THE FOLLOWING DAYS:**

Sep. 7, 2015 – Monday – Labor Day
Oct. 12, 2015 – Monday – Columbus Day
Nov. 11, 2015 – Wednesday – Veterans Day
Nov. 26-27, 2015 – Thursday & Friday – Thanksgiving Holiday
Dec. 25, 2015 – Friday – Christmas Day
Jan. 1, 2016 – Friday – New Years Day
Jan. 18, 2016 – Monday – Martin Luther King Day
May 30, 2016 – Monday – Memorial Day
July 4, 2016 – Monday – Independence Day

Agenda Date: 7/21/2015

TO:

Members of the City Council

FROM:

Mayor Burton

SUBJECT:

Presentation of City Plaques to Special Olympic Athletes: Honorary Mayor Caley Versfelt, Honorary City Treasurer Thomas Byrne, and Honorary City Clerk Gigi Greskovics and Presentation of Certificates of Recognition to the Manhattan Beach Host Town Local Organizing Committee.

PRESENT

**The City Council of the City of Manhattan Beach
Does Hereby Proudly Recognize
Special Olympic Athletes
and the
Host Town Local Organizing Committee**

Special Olympics Athletes

Caley Versfelt, Honorary Mayor
Thomas Byrne, Honorary City Treasurer
Gigi Greskovics, Honorary City Clerk

Manhattan Beach Host Town Local Organizing Committee

Judy Peetz, Chair
Jeff Beland
Robin Curren
Steve Fairbrother
Debra Hofreiter
Karen Hunt
Charlotte Lesser
Russ Lesser
Mark Leyman
James O'Callaghan

John Peetz
Shannon Ryan
Ryan Small
Kelly Stroman
Chris Vargas

Agenda Date: 7/21/2015

TO:

Members of the City Council

FROM:

Mayor Burton

SUBJECT:

Presentation of Certificates of Recognition to Manhattan Beach Police Officers: Dave Caveney, Tony Presgraves, Michael Allard, and David Gibbons for their Significant Number of DUI (Driving Under the Influence) Arrests in 2014.

PRESENT

**The City Council of the City of Manhattan Beach
Does Hereby Proudly Recognize
The Following Police Officers
For Their
Significant Number of
DUI (Driving Under the Influence) Arrests in 2014**

Police Officer Michael Allard: 48 arrests
Police Officer Dave Caveney: 65 arrests
Police Officer David Gibbons: 115 arrests
Police Officer Tony Presgraves: 165 arrests

Agenda Date: 7/21/2015

TO:

Members of the City Council

FROM:

Mayor Burton

SUBJECT:

Presentation of Plaques to Outgoing Planning Commissioner Martha Andreani, Outgoing Library Commissioner Josh Cooperman, and Outgoing Parks and Recreation Commissioner Adam Zaun.

PRESENT

**The City Council of the City of Manhattan Beach
Does Hereby Proudly Recognize
Outgoing Planning Commissioner
Martha Andreani and
Outgoing Library Commissioner
Josh Cooperman and
Outgoing Parks and Recreation Commissioner
Adam Zaun
for their Years of Service
on a City Commission**

Agenda Date: 7/21/2015

TO:

Honorable Mayor and Members of the City Council

THROUGH:

Mark Danaj, City Manager

FROM:

Tony Olmos, Public Works Director
Bruce Moe, Finance Director
Sona Coffee, Environmental Programs Manager
Gwen Eng, Purchasing Manager

SUBJECT:

Ratification of Partially Grant Funded Purchase of Electric Vehicle Monitoring Equipment from ATVLS, Inc. in the Amount of \$40,879.18 (Public Works Director Olmos).

WAIVE FORMAL BIDDING; APPROVE

RECOMMENDATION:

Staff recommends that City Council:

1. Waive formal bidding per Municipal Code Section 2.36.140 (waivers); and
2. Ratify the purchase of electric vehicle monitoring equipment from ATVLS, Inc. in the amount of \$40,879.18.

FISCAL IMPLICATIONS:

An appropriation from AB 2766 Subvention Fund for the purchase of electric vehicle monitoring equipment was approved by the City Council on October 21, 2014. The City will receive \$22,485 in matching funds from the South Coast Air Quality Management District (SCAQMD) under their Mobile Source Air Pollution Reduction Review Committee (MSRC) Local Government Match Program. This project will be completed by November 2015.

BACKGROUND:

In December 2012, City Council held a study session to review options for providing public electric vehicle charging stations in the City of Manhattan Beach. The study session reviewed several locations that would be eligible for electric vehicle charging stations, and the City has installed stations at these locations as grant funding has become available.

A goal of the MSRC program is to replace standard vehicles with electric vehicles to reduce greenhouse gas emissions and air pollutants. The City has recently received funding from

the Local Government Match Program to support this goal through the purchase of electric vehicle charging stations for public and City use. Six publicly available charging stations have been installed to date, four stations in the Civic Center parking garage and two stations in parking Lot 4 in North Manhattan Beach on Rosecrans and Highland Avenue.

There are several locations in Manhattan Beach such as the Metlox parking garage and parking Lot 3 in downtown Manhattan Beach which are setup for electric vehicle charging stations. Attachment 1 shows a map of the electric vehicle charging station locations and four charging stations were purchased in Fiscal Year 2014-2015.

These stations do not have monitoring capabilities, so the City cannot easily track the use of these stations. Monitoring infrastructure does exist that can provide this information, and the equipment is compatible with the charging stations in the City. Grant funding is available to purchase monitoring technology to better assess and manage these charging stations.

Although, the City Council approved the budget appropriation on October 21, 2014, and the preferred product was known at the time, it was not known that this product was only available through one distributor. -

The equipment purchased is manufactured by Liberty Plug-ins Inc. Staff selected Liberty's "Hydra-R" operating platform because it centralizes access control, data recording and communications, while significantly reducing hardware costs as well as ongoing monthly data charges that are associated with other types of monitoring equipment. Further, by directly controlling the power supplied to each charger, Hydra-R is compatible and able to work with almost any brand of non-networked EV charging station, and doesn't require a proprietary networking and/or shared revenue billing agreement.

Other competing products employ a proprietary operating architecture that would restrict purchase selection to specific electric vehicle charging stations. However, the City has already standardized on the Clipper Creek charging stations and is seeking to install the best available equipment that is compatible with these stations. The Hydra-R architecture is unique in the electric vehicle service equipment (EVSE) industry, and is the only access control and energy usage monitoring system that can communicate with the Clipper Creek charging stations. In addition, other providers charge varying service fees while the Liberty Plug-ins equipment has a fixed service fee. The Liberty Plug-ins equipment was recommended to City Council in the October 21, 2014 staff report in which a funding allocation was made for this project.

Since the funds were appropriated in Fiscal Year 2014-15, and City Council had approved the project in concept by accepting the grant funds, staff issued a purchase order to ATVLS, Inc. in June 2015, subject to the City Council ratifying this action on tonight's agenda. Therefore, staff is returning to the City Council for ratification of this purchase.

DISCUSSION:

The electric vehicle charging stations that have been installed to date seem to be very well used by the public, but without monitoring capability staff does not have access to information such as the number of vehicles using the charging stations at any given time. Further, since the charging stations are not part of a network, users cannot monitor the

status of their vehicles, reserve a charging station ahead of time, or identify the availability of a parking space before arriving in the parking garage (these are future features that can be facilitated with this monitoring equipment purchase).

Technology is available that can provide users with the information needed, without tying the City into a proprietary software system or a for-profit charging system. Aside from the data on usage that would become available, electric vehicle monitoring equipment would also provide the City with the opportunity to assign specific parking or charging requirements, such as parking hours or parking fees during certain times.

Grant funds are available to partially fund the purchase of this technology. Staff recommends the purchase and installation of five Liberty Hydra-R systems to support each of the areas where electric vehicle charging stations exist or are scheduled to be installed. The Liberty Hydra-R systems would be owned by the City, and are compatible with existing charging stations.

The Liberty Hydra-R access control and energy usage monitoring system is sold exclusively in the State of California by ATVLS, Inc. As a result, competitive bidding is not possible for this equipment. Staff has successfully negotiated with ATVLS, Inc. on pricing for the Liberty Hydra-R systems.

CONCLUSION:

The requested electric vehicle monitoring equipment was selected based on the best solution for the City's needs. In order to continue to support electric vehicle technology, staff recommends that the City Council waive formal bidding and ratify the purchase of electric vehicle monitoring equipment from ATVLS, Inc. in the amount of \$40,879.18.

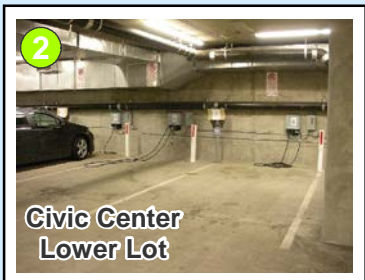
Attachments:

1. Electric Vehicle Charging Locations in Manhattan Beach

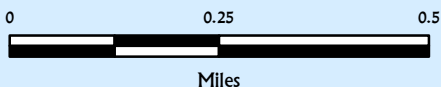
Electric Vehicle Charging Stations

City of Manhattan Beach

- Existing Stations
- Proposed Stations



October 2014



Agenda Date: 7/21/2015

TO:

Honorable Mayor and Members of the City Council

THROUGH:

Mark Danaj, City Manager

FROM:

Tony Olmos, Public Work Director
Bruce Moe, Finance Director
Karen Domerchie, Senior Management Analyst
Gwen Eng, Purchasing Manager

SUBJECT:

Award of Bid to Beau Bureaux Interiors, Inc. to Provide and Install Office Furniture in the Amount of \$29,268 (Public Works Director Olmos).

APPROVE

RECOMMENDATION:

Staff recommends that the City Council:

1. Award RFP #1046-15 to Beau Bureaux Interiors, Inc. for the purchase and installation of office furniture in the amount of \$29,268, and
2. Approve a construction contingency of \$ 9,608.

FISCAL IMPLICATIONS:

There are sufficient funds in the Fiscal Year (FY) 2014-2015 Capital Improvement Budget for the Management Services Office Remodel project.

BACKGROUND:

In recent years, staff has been proactive in physical consolidation of departmental staff to improve operational efficiencies. In the FY 2014-2015 Capital Improvement Budget, a project to move the City Attorney and support staff to the Management Services space was approved. The reconfiguration of the Management Services workspace will allow the City Attorney to work in an area that provides improved access to legal services by the City Council and City Manager. Construction of the improvements has begun and bids were solicited for furniture for the offices.

DISCUSSION:

The remodeled space requires proper furnishings to provide a professional, productive work area for the many executive tasks carried out on a daily basis.

This bid was directly emailed to fifteen vendors as well as posted on the City's website and advertised in the Beach Reporter (the City's publisher of record) and several standard construction industry publications, including the Dodge Green Sheet.

A total of four responses were received. The lowest bidder, the Office Leader, offered an incomplete bid and did not provide pricing on several line items. As a result, the Office Leader was deemed as non-responsive. The next lowest bidder, Beau Bureaux Interiors, Inc., provided pricing on all line items and meets specifications and is, therefore, the lowest responsible bidder. The bid comparison below lists the aggregate price, including materials, sales tax, installation and shipping.

- | | |
|--|------------------|
| 1. The Office Leader | \$ 28,854 |
| 2. Beau Bureaux Interiors, Inc. | \$ 29,268 |
| 3. Office Solutions Business Interiors | \$ 39,033 |
| 4. Tangram Interiors | \$ 58,717 |

Based on these proposals, staff recommends that the City Council award RFP #1046-15 to Beau Bureaux Interiors, Inc. for the purchase and installation of office furniture in the amount of \$29,268. The lead time for delivery and installation is 4-6 weeks.

In addition, staff recommends that City Council approve a construction contingency in the amount of \$9,608 for potential purchase of a large conference room table and purchase of additional miscellaneous pieces of smaller furniture if it is determined that a need exists for these additional pieces. The City Manager would approve the use of the contingency, if needed. If the funds are to be used, a change order to the purchase order would be executed.

CONCLUSION:

Staff recommends that the City Council award RFP #1046-15 to Beau Bureaux Interiors, Inc. for the purchase and installation of office furniture in the amount of \$29,268 and approve a construction contingency in the amount of \$ 9,608. If this purchase is approved, the award will be in the form of a purchase order.

Agenda Date: 7/21/2015

TO:

Honorable Mayor and Members of the City Council

THROUGH:

Mark Danaj, City Manager

FROM:

Bruce Moe, Finance Director
Gwen Eng, Purchasing Manager

SUBJECT:

Adoption of Ordinance 15-0007 Approving Amendments to Chapter 2.36 of the Manhattan Beach Municipal Code (Purchasing) Changing the Informal and Formal Bid Limits and Other Minor Changes (Finance Director Moe).

ADOPT ORDINANCE NO. 15-0007

RECOMMENDATION:

Staff recommends that the City Council waive further reading and adopt Ordinance No. 15-0007 (Attachment 1) approving amendments to Chapter 2.36 of the Municipal Code (Purchasing) changing the informal and formal bid limits, and other minor changes.

FISCAL IMPLICATIONS:

The recommended action has no direct budget implication. The proposed changes will result in a more effective use of staff time to procure goods and services and streamline the approval process.

DISCUSSION:

At the July 7, 2015 meeting, the City Council introduced and waived further reading of Ordinance No. 15-0007, which amends Chapter 2.36 of the Municipal Code (Purchasing). The below summarizes the changes:

Informal Bid Limit

Raising the informal bidding limit to \$5,000 from \$2,500, thereby eliminating the need to bid small requirements, where the potential savings in many cases may not justify the staff time to bid. This will allow Purchasing staff to focus on higher dollar purchases and contracts where potential savings are greatest. Purchasing will still review all department purchases as is currently done.

Formal Bid Limit

Raising the formal bidding limit to \$50,000 from \$20,000, thereby streamlining the procedures for the acquisition of budgeted goods, materials and services. Staff will report on a monthly basis to the City Council (Receive and File) those purchases and contracts valued between \$20,000 and \$50,000.

Other Minor Changes

- Change in title for the General Services Manager to Purchasing Manager.
- Remove “Line item-specific budgeted purchases” valued at \$25,000 or less mentioned in Section 2.36.070 which is no longer applicable due to the change in the formal bid limit.
- Update “Informal Contract Procedure,” “Change Orders” and “Emergency Procurement” sections to be in line with these recommendations.

CONCLUSION:

Staff recommends that the City Council waive further reading and adopt Ordinance No. 15-0007 (Attachment 1) approving amendments to Chapter 2.36 of the Municipal Code (Purchasing) changing the informal and formal bid limits, and other minor changes.

Attachments:

1. Ordinance No. 15-0007

ORDINANCE NO. 15-0007

AN ORDINANCE OF THE CITY OF MANHATTAN BEACH
AMENDING CHAPTER 2.36 (PURCHASING) OF TITLE 2
OF THE MANHATTAN BEACH MUNICIPAL CODE TO
INCREASE THE INFORMAL AND FORMAL BID LIMITS
AND MAKE OTHER MINOR CHANGES

THE CITY COUNCIL OF THE CITY OF MANHATTAN BEACH HEREBY ORDAINS AS
FOLLOWS:

Section 1. Section 2.36.030 of Chapter 2.36 of Title 2 of the Manhattan Beach
Municipal Code is hereby revised as follows:

2.36.030 – Centralized General Services Division.

There is hereby created a centralized General Services Division in which is vested
authority for the purchase of supplies, equipment, and services. The Purchasing
Manager shall administer and be responsible for the successful performance of all
functions of the General Services Division. The Purchasing Manager shall purchase
supplies, equipment, and services at the lowest possible cost commensurate with
quality needed.

Section 2. Section 2.36.040 of Chapter 2.36 of Title 2 of the Manhattan Beach
Municipal Code is hereby revised as follows:

2.36.40 – Purchasing Manager.

The City Manager is designated as Purchasing Officer pursuant to Section 2.04.070 I.
of this title, and shall appoint a Purchasing Manager. The Purchasing Manager shall
be the head, and have general supervision of the General Services Division, and shall
act as the purchasing agent for the City. The Purchasing Manager shall have authority
to:

A. Purchase or contract for supplies, equipment, and services required by
any using department or agency in accordance with the provision of Section 54201 et.
seq. of the California Government Code, and with purchasing procedures prescribed by
this chapter, such administrative regulations as the Purchasing Manager shall adopt for
the internal management and operation of the General Services Division and such other
rules and regulations as shall be prescribed by the Council or City Manager;

B. Negotiate and recommend execution of contract for the purchase of
supplies, equipment, and services;

C. Act to procure for the City the needed quality in supplies, equipment, and
services at least expense to the City;

D. Discourage collusion in bidding and induce full competition on all
purchases;

A. **Lowest Responsible Bidder.** “Lowest responsible bidder,” as used in this chapter, shall mean that bidder who best responds in price, quality, service, fitness, or capacity to the particular requirements of the City. Price alone shall not be the determining factor but shall be considered along with the other factors, including, but not limited to, the ability of the bidder to deliver, availability of parts or service, prior experience and other factors relating to the particular needs of the City for the supplies, equipment or services to be purchased.

B. **Notices Inviting Bids.** The Purchasing Manager shall be responsible for posting notification of solicitation of bids, which shall include a general description of the articles to be purchased, state where bid specifications may be secured and the time and place for opening of the bids. The notice shall specify the factors referred to in subsection A of this section, which factors will be given special consideration in determining the lowest responsible bid for the supplies or equipment to be purchased. Notices shall be posted on the City’s website as well as at City Hall and other public posting locations may be utilized as determined by the Purchasing Manager.

C. **Bidders’ Security.** When deemed necessary by the Purchasing Manager, bidders’ security may be prescribed in the notices inviting bids. Bidders shall be entitled to the return of bid securities; provided, however, a successful bidder shall forfeit his bid security upon his refusal or failure to execute the contract within the time designated in the bid specifications. The Council, on the refusal or failure of the successful bidder to execute the contract, may award the contract to the next lowest responsible bidder. If the Council awards the contract to the next lowest bidder, the amount of the lowest bidder’s security shall be applied by the City to the contract price differential between the lowest bid and the second lowest bid and the surplus, if any, shall be returned to the lowest bidder.

D. **Performance Bonds.** The Purchasing Manager shall have authority to require a performance bond before entering a contract in an amount reasonably necessary to protect the best interests of the City.

E. **Bid Opening Procedure.** Sealed bids shall be submitted to the City Clerk’s Office and shall be identified as bids on the envelopes. Bids shall be opened in public at the time and place stated in the public notices. A tabulation of all bids received shall be available for public inspection.

F. **Confidentiality of Bids.** Any written bid received pursuant to the provisions of this chapter shall not be revealed directly or indirectly to any other bidder until the bidding process is completed and all submitted bids have been received and opened. A tabulation of all bids received shall be open for public inspection during regular business hours after the bid opening.

G. **Rejection of Bids.** The Purchasing Manager may reject any and all bids presented and re-advertise for bids.

H. **Award of Contracts.** Any resulting contract shall be awarded by the Council to the lowest responsible bidder as defined in subsection A of this section.

F. If the emergency requires the immediate procurement of supplies, equipment or services needed to preserve life and/or property, the purchase may be made without following bidding procedures. However, written justification enumerating one (1) or more of the following rationale, must be included with the purchase request: emergency protective measure, scarce commodity, emergency consulting services, emergency road clearance, other emergency requirement, and/or lack of bids. The use of a pre-existing contract may be utilized under these circumstances.

G. During a declared emergency or disaster, the Purchasing Manager has the authority to rescind a contract for non-performance within twenty-four (24) hours when a contractor or vendor, once awarded a contract, is unable to perform under the terms of the contract and the resulting delay or non-performance present an immediate threat to life, safety or improved property.

H. All purchases made under emergency or disaster conditions shall require separate invoicing from routine (non-disaster related) purchases. All invoices shall state the goods, services or equipment provided and shall specify where the purchases were delivered and/or used.

Section 11. Section 2.36.130 of Chapter 2.36 of Title 2 of the Manhattan Beach Municipal Code is hereby revised as follows:

2.36.130 – Professional Services.

Contracts for services of specially-trained and professional persons shall be exempt from bidding, however, if the amount equals or exceeds twenty thousand dollars (\$20,000.00) the City Manager's approval is required. All contracts equaling or exceeding fifty thousand dollars (\$50,000.00) must be approved by the Council.

Section 12. Section 2.36.140 of Chapter 2.36 of Title 2 of the Manhattan Beach Municipal Code is hereby revised as follows:

2.36.140 – Waivers.

At its discretion, the Council may, at any time by majority vote and without amending this chapter, waive purchasing procedures or alter these proceedings to fit a specific purchase when such waiver is not in violation of California State law. Whenever special market conditions require it the Purchasing Officer (City Manager) or the Purchasing Manager, with authorization from the City Manager, may waive the fifty thousand dollars (\$50,000.00) open market requirements for replenishment of supplies, materials, and equipment, or for services, where the best interest of the City is served, provided that such waiver is ratified by the Council at a meeting within thirty (30) days of the purchase.

Section 13. Section 2.36.180 of Chapter 2.36 of Title 2 of the Manhattan Beach Municipal Code is hereby revised as follows:

2.36.180 – Disposition of City Obsolete and Surplus Property.

The Purchasing Manager shall dispose of all City owned surplus and obsolete property by bid, auction, negotiated sale or exchange for the best value attainable to the City.

Section 14. The City Clerk shall certify to the passage and adoption of this Ordinance and shall cause this Ordinance to be published within 15 days after its passage, in accordance with Section 36933 of the Government Code.

Section 15. This Ordinance shall go into effect and be in full force and effect at 12:01 a.m. on the 31st day after its passage.

PASSED, APPROVED AND ADOPTED this ____ of _____, 2015.

AYES:
NOES:
ABSENT:
ABSTAIN:

WAYNE POWELL
Mayor

ATTEST:

LIZA TAMURA
City Clerk

APPROVED AS TO FORM:



QUINN M. BARROW
City Attorney

Agenda Date: 7/21/2015

TO:

Honorable Mayor and Members of the City Council

THROUGH:

Mark Danaj, City Manager

FROM:

Bruce Moe, Finance Director

Steve S. Charelian, Revenue Services Manager

SUBJECT:

Consideration of Resolution Increasing Parking Citation Penalties by Five Dollars as Approved in the Fiscal Year 2015-2016 Budget (Finance Director Moe).

ADOPT RESOLUTION NO. 15-0047

RECOMMENDATION:

Staff recommends that the City Council adopt Resolution No. 15-0047 increasing parking citation penalties by \$5 per citation as approved in the Fiscal Year 2015-2016 budget.

FISCAL IMPLICATIONS:

The City issues approximately 70,000 parking citations per year. This increase is estimated to generate approximately \$350,000 in General Fund revenue.

BACKGROUND:

This increase in penalties of five dollars per parking citation was approved by the City Council as part of the FY 2015-2016 budget, and is an important General Fund revenue source that helped balance the operating budget, particularly after the loss of a significant sales tax producer (DeWitt Petroleum) in FY 14-15.

DISCUSSION:

California Vehicle Code Section 40203.5 authorizes the City to establish penalties for parking violations. Basic City parking penalties have not been changed since 2008 (with the exception of State-imposed levies on parking citations for Courthouse construction which the City has passed through with prior City Council approval).

The increase as approved in the budget adds \$5 per parking citation penalty. This will result in the majority of the parking citations increasing from \$48 to \$53. Certain more serious infractions currently carry higher penalties, such as unauthorized use of a disabled parking

space, which current is a \$333 penalty. Those violations will also increase by \$5.

In determining the new penalties approved in the FY 15-16 budget, staff had conducted a survey of like-cities that issue parking citations, including Redondo Beach, Hermosa Beach, Beverly Hills, Newport Beach and Santa Monica. The proposed \$5 parking citation penalty increase will place Manhattan Beach at the same level as Hermosa Beach (\$53), slightly higher than Redondo Beach (\$50), and below Santa Monica (\$64), Newport Beach (\$58) and Beverly Hills (\$58).

A schedule of current and new parking citation penalties is attached.

Once the Resolution is adopted, the new penalties will go into effect August 1, 2015, providing time to program parking citation software and hardware with the new penalties.

CONCLUSION:

Staff recommends that the City Council adopt Resolution No. 15-0047 increasing parking citation penalties by \$5 per citation as approved in the Fiscal Year 2015-2016 budget.

Attachments:

1. Resolution No. 15-0047
2. Schedule of Parking Citation Penalties

RESOLUTION NO. 15-0047

A RESOLUTION OF THE MANHATTAN BEACH CITY
COUNCIL APPROVING A \$5.00 INCREASE IN PARKING
CITATION PENALTIES

SECTION 1. California Vehicle Code Section 40203.5 authorizes the City to establish parking penalties for parking violations and late payment penalties. The parking penalties for parking violations and late payment penalties established by this Resolution comply in all respects with the requirements of California Vehicle Code Sections 40200 to 40230 inclusive, and other applicable law and are necessary for the protection of the public health: safety, interest, and general welfare.

SECTION 2. The adoption of this Resolution approves and sets forth a procedure for increasing reasonable penalties for the purpose of meeting increased operating expenses of City departments and is, therefore, exempt from the California Environmental Quality Act (Public Resources Code Sections 21080 et seq.) pursuant to Public Resources Code Section 21080(b)(8)(A).

SECTION 3. Based upon the foregoing, the City Council hereby approves a \$5.00 increase in the penalties for the parking violations identified on Exhibit A. Exhibit A is hereby incorporated herein by this reference.

SECTION 4. The City Manager is hereby authorized to adjust future parking citation rates, on a one-to-one basis, by any dollar or percentage surcharge imposed on parking citations by federal, state or county government.

SECTION 5. This Resolution shall be effective upon passage.

SECTION 6. The City Clerk shall certify to the adoption of this Resolution.

PASSED, APPROVED and ADOPTED July 21, 2015.

Ayes:
Noes:
Absent:
Abstain:

Mayor, City of Manhattan Beach

ATTEST:

City Clerk

Code	Section	Description	Current Penalty	Proposed Penalty
1412030	14.12.030 MC	TRAFFIC DEVICE	48	53
1412090	14.12.090 MC	UNAUTHORIZED PAINTING/CURB	50	55
1428110	14.28.110 MC	PARKING ON PIER	50	55
1428120	14.28.120 MC	PARKING ON SAND/BEACH	48	53
1428150	14.28.150 MC	WALK STREET	48	53
1428170	14.28.170 MC	VEH PROHIBITED IN CITY PARK	48	53
1436030	14.36.030 MC	PARKWAY	48	53
1436050A	14.36.050A MC	WITHIN ISLANDS	48	53
1436050B	14.36.050 (B) MC	PROJECT/LINES	48	53
1436050C	14.36.050C MC	HAZARD AREA	48	53
1436050D	14.36.050D MC	NO PARKING	48	53
1436050F	14.36.050F	STOP/HAZARD	48	53
1436050G	14.36.050G MC	STREET SWEEPING	48	53
1436050H	14.36.050 (H) MC	25 FT OF SIGN	48	53
1436050I	14.36.050 (I) MC	25 FT OF CROSSWALK	48	53
1436050J	14.36.050 (J) MC	25 FT OF BLVD. STOP	48	53
1436060	14.36.060 MC	OVER 72 HOURS	48	53
1436070	14.36.070 MC	DEMO/SALE/LEASE	48	53
1436080	14.36.080 MC	REPAIR VEHICLE/STREET	48	53
1436090	14.36.090 MC	WASH/POLISH VEHICLE	48	53
1436100	14.36.100 MC	ADJACENT SCHOOL	48	53
1436120	14.36.120 MC	SAFE ON GRADE/WHEELS NOT CURBD	48	53
1436150	14.36.150 MC	TEMPORARY PARKING PROHIBITED	48	53
1436170	14.36.170 MC	VALET PARKING PROHIBITED	48	53
1436180	14.36.180 MC	PKG OF DETACHED VEH AND TRLRS	144	149
1440010	14.40.010 MC	OVERTIME 24 MINUTE/INDEF	48	53
1440030	14.40.030 MC	LIMITED PARKING - (1 HOUR)	48	53
1440040	14.40.040 MC	LIMITED PARKING - (2 HOUR)	48	53
1440050	14.40.050 MC	PARALLEL ONE WAY	48	53
1440060	14.40.060/070 MC	NOT W/IN LINES/FRNT WHL 6" CRB	48	53
1440070	14.40.070 MC	IN LINES	48	53
1440080	14.40.080 MC	COMPACT SPACES	48	53
1440090	14.40.090 MC	NO STOP ZONE	48	53
1440100	14.40.100 MC	D P EXEMPT	48	53
1440110	14.40.110 MC	PUBLIC PROPERTY	48	53
14401101	14.40.110/120 MC	PUBLIC/PRIVATE PROPERTY	48	53
1440110B	14.40.110B MC	HEAD IN ONLY	48	53
1440120	14.40.120 MC	PRIVATE PROPERTY	48	53
1440150	14.40.150 MC	OPEN LOT	48	53
1440160	14.40.160 MC	OPPOSITE/FRONT GARAGE	48	53
1444020	14.44.020 MC	COMMERCIAL VEH PROHIBITED	76	81
1444030	14.44.030 MC	COMMERCIAL PLATES REQUIRED	48	53
1444030A	14.44.030 (A) MC	PERMISSION TO LOAD OR UNLOAD	48	53
1444040	14.44.040 MC	STOP/COM/LOAD	48	53
1444050	14.44.050 MC	STOP/WHITE ZONE	48	53
1444060	14.44.060 MC	STOP/ALLEY	48	53
1444070	14.44.070 MC	BUS ZONE	48	53
1446020	14.46.020 MC	PKG OVERSIZED VEH AND TRLRS	144	149

Code	Section	Description	Current Fine	Proposed Fine
1448010B	14.48.010 (B) MC	OFF TRUCK ROUTE EXCEEDS 3 TONS	76	81
1448020	14.48.020 MC	COMERCIAL VEHICLE PROHIBITED	76	81
21113A	21113 (A) CVC	PUBLIC GROUNDS/NO STOP	48	53
225001	22500.1 CVC	FIRE LANE	106	111
22500A	22500 (A) CVC	IN INTERSECTION	48	53
22500B	22500 (B) CVC	PARKING IN CROSSWALK	48	53
22500C	22500 (C) CVC	SAFETY ZONE/CURB	48	53
22500E	22500 (E) CVC	BLOCKING DRIVEWAY	48	53
22500F	22500 (F) CVC	PARKING ON SIDEWALK	48	53
22500G	22500 (G) CVC	OBSTRUCT TRAFFIC	48	53
22500H	22500 (H) CVC	DOUBLE PARKED	48	53
22500I	22500 (I) CVC	BUS ZONE	48	53
22500J	22500 (J) CVC	TUBE OR TUNNEL	48	53
22500K	22500 (K) CVC	ON BRIDGE	48	53
22500O	22500 (O) CVC	15' FIRE STATION	58	63
22502A	22502 (A) CVC	WRONG DIRECTION/CURB PARKING	48	53
22505	22505 CVC	POSTED/PROHIB	48	53
225078	22507.8 (A) CVC	IN DISABLED SPACE	333	338
225078A	22507.8 (A) CVC	IN DISABLED SPACE	333	338
225078B	22507.8 (B) CVC	BLOCKING HANDICAPPED SPACE	333	338
225078C	22507.8 (C) CVC	NO PARKING CROSSHATCH	333	338
22514	22514 CVC	15 FT OF FIRE HYDRANT	48	53
22515	22515 CVC	UNATTENDED VEHICLE	48	53
22516	22516 CVC	PERSON LOCKED IN VEHICLE	48	53
22521	22521 CVC	WITHIN 7 1/2' RR TRACKS	48	53
22522	22522 CVC	3 FT OF ACCESS RAMP	48	53
22526	22526 CVC	BLOCKING INTERSECTION	113	118
22526A	22526 (A) CVC	GRIDLOCK LAW	63	68
22700	22700 CVC	ABANDONED VEHICLE	63	68
23127	23127 CVC	NO MOVING VEH/POSTED PATH	48	53
24401	24401 CVC	LOW BEAM	48	53
26709A	26709 (A) CVC	NO REAR VIEW MIRROR	48	53
27155	27155 CVC	FUEL CAP	48	53
324060A	3.24.060 (A) MC	METER EXPIRED	48	53
324060B	3.24.060 (B) MC	OVER POSTED LIMIT	48	53
324060C	3.24.060(C) MC	OVER POSTED LIMIT	48	53
324110L	3.24.110L MC	OVERTIME	48	53
324110M	3.24.110M MC	OVERTIME	48	53
324140	3.24.140 MC	NO PERMIT	48	53
4000A	4000 (A) CVC	REGISTRATION REQ	84	89
440204B	14.44.020(A4)MC	15 MINUTE PARKING	48	53
44020A1	14.44.020 (A1)MC	RED ZONE	48	53
44020A2	14.44.020(A2) MC	COMMERCIAL LOADING 20 MIN	48	53
44020A29	14.44.020(A2)9MC	GREEN/YELLOW ZONE	48	53
44020A3	14.44.020 (A3)MC	WHITE ZONE	48	53
5200	5200 CVC	DISPLAY LICENSE	48	53
5200A	5200 (A) CVC	FRONT/REAR PLATE REQUIRED	48	53
5201	5201 CVC	LICENSE SECURE	48	53
5204	5204 CVC	CURRENT LICENSE TAB	79	84
528130	5.28.130 MC	EXCEEDING 24 CONTINUOUS HOURS	48	53

Agenda Date: 7/21/2015

TO:

Honorable Mayor and Members of the City Council

THROUGH:

Mark Danaj, City Manager

FROM:

Tony Olmos, Director of Public Works
Joe Parco, City Engineer
Edward Kao, Senior Civil Engineer

SUBJECT:

Reject all Bids for the Strand Stairs Rehabilitation Project
(Public Works Director Olmos).

APPROVE

RECOMMENDATION:

Staff recommends that the City Council reject all bids for the Strand Stairs Rehabilitation Project and authorize staff to re-bid the project.

FISCAL IMPLICATIONS:

There is approximately \$1.4 million available for construction and construction management.
There is no fiscal impact associated with the recommended action.

BACKGROUND:

There are currently two major recreational features located along the City's entire two mile coastline, a pedestrian walkway (Strand) owned and maintained by the City and a bike path (Marvin Braude Bike Path) owned and operated by the County of Los Angeles Department of Public Works. The bike path is situated to the west of the Strand and is separated from the Strand by a vegetated slope of varying widths and grade. Connecting the Strand and the bike path are thirty six pedestrian access points. Twenty seven of these access ways have stairs of varying designs and conditions.

For the Strand Stair Rehabilitation Project twenty-four locations were identified to be repaired, removed and/or replaced. The improvements will provide safe access from the Strand to the beach and will comply with current ADA requirements.

DISCUSSION:

Bids were solicited on an open and competitive basis in accordance with the provisions of the State Public Contract Code. The project was advertised for bids in eight (8) construction industry publications and was listed on the City's website for upcoming bids. Subsequently twenty-one (21) sets of plans and specifications were provided to contractors, subcontractors, and material suppliers. However, only a total of two (2) competitive bids were received and opened on June 24, 2015. The low bid was \$1,376,705.41 by Future DB International, Inc. and the other bid was \$1,675,083 from Ruiz Brothers Construction. After review of the bids, the low bidder's bid packet was incomplete and thereby found to be non-responsive. Since the engineer's estimate was \$1,300,000, the second bid far exceeded the available budget for this project.

CONCLUSION:

Therefore, staff recommends that City Council reject all bids, authorize staff to re-bid the project.

Attachments:

1. Budget and Expenditures

Attachment 1

Project Budget and Expenditures

Table 1		Budget
	Year / Appropriation	Actual Available
Federal Earmark (Safetea-Lu)	FY 2009-2010 / \$1,600,000	\$1,439,840
Capital Improvement Funds	FY 2008-2009 / \$320,000	\$320,000
Total	\$1,920,000	\$1,759,840

Table 2		Design Consultant CWDG --- Expenditures
Budget		\$320,000
Original Design and Public Outreach Contract Community Works Design Group (Awarded 5/1/12, Capital Improvement Fund, 09825E)		\$200,885
Contract Amendment# 1 for Additional Work on 5 Retaining Walls (4/15/14, Public Art Trust Fund)		\$25,000
Contract Amendment# 2 for Additional Work on 5 Additional Locations (RECOMMENDED)		\$11,310
Total Contract Amount		\$237,195
Balance Available		\$82,805

Agenda Date: 7/21/2015

TO:

Honorable Mayor and Members of the City Council

THROUGH:

Mark Danaj, City Manager

FROM:

Marisa Lundstedt, Community Development Director
Nhung Madrid, Senior Management Analyst

SUBJECT:

Two-Year Cost Sharing Agreement Not-to-Exceed \$34,456 for Beach Cities Transit Line 109 for Fiscal Years 15-16 and 16-17 with the Cities of Redondo Beach, Hermosa Beach and El Segundo (Community Development Director Lundstedt).

APPROVE AND APPROPRIATE

RECOMMENDATION:

Staff recommends that the City Council:

1. Approve a two-year cost sharing agreement for an amount not-to-exceed \$34,456 for Beach Cities Transit Line 109 for Fiscal Years 15-16 and 16-17 with the Cities of Redondo Beach, Hermosa Beach and El Segundo contingent upon all cities participating;
2. Transfer \$2,814 from the Measure R Fund to the Proposition A Fund; and
3. Appropriate \$2,814 from Proposition A funds to cover the balance of the FY 2015-2016 funding level.

FISCAL IMPLICATIONS:

Historically, the participating Cities of Manhattan Beach, Redondo Beach, Hermosa Beach and El Segundo have contributed towards the cost sharing agreement for the operation of Beach Cities Transit (BCT) Line 109. As shown in Attachment 1, Manhattan Beach's investment in Line 109 has significantly decreased since the first agreement in 2006.

For FY 2015-2016, the shortfall projections for the Line are estimated at \$95,417, of which Manhattan Beach's proportionate share is \$15,314. While it is anticipated that Metro transit fund allocations will continue to be positive, the operating costs have increased due to the transit contract with Transportation Concepts and an anticipated increase in fuel costs.

The FY 2015-2016 Adopted Budgeted includes \$12,500 for the Beach Cities Transit cost

sharing contract. To meet the requested funding level in FY 2015-2016 (\$15,314), an additional appropriation from Proposition A of \$2,814 is required. However, Proposition A activities (primarily Dial-A-Ride) exceed available resources, and require a subsidy from Measure R (which funds may be used for the same purposes). As a result, the City must also transfer \$2,814 in Measure R funds to Proposition A in order to fund the additional appropriation. The FY 2015-2016 Adopted Budget includes a Measure R transfer to Proposition A of \$189,145. The requested additional transfer of \$2,814 will increase the FY 15-16 Measure R transfer to \$191,959.

If approved, the FY 2016-2017 (2nd year) funding will be included in that year's operating budget.

BACKGROUND:

In general, in Los Angeles County, most cities are served by Metro bus services, which is a County operation that is funded from Local Return funds and other State and Federal Funding and fares. In addition to Metro services, several other larger cities operate their own transit service such as Torrance, Gardena, Culver City, Santa Monica and Long Beach to name a few.

Since 2006, the Cities of Manhattan Beach, Redondo Beach, Hermosa Beach and El Segundo have participated in a cost-sharing agreement to mutually fund the operating costs incurred by BCT Line 109. The Line absorbed the portion of Line 439 that was discontinued by Metro, as well as other beach area public transportation. The route was 12.7 miles and ran along the coastline from the southern terminus in Redondo Beach Riviera Village to LAX City Bus Center.

In 2009, the Line expanded to include discontinued portions of Metro routes 124 and 125, eliminated the route on Vista Del Mar and re-routed the Line adding service miles along Rosecrans Avenue and added stops at the Douglas Green Line Station, Plaza El Segundo and Aviation Green Line Station before reaching its final stop at the LAX City Bus Center. This expansion resulted in realignment of the line, route and frequency changes, and additional service hours and miles (18.6 miles northbound and 16.3 miles southbound) to the route.

In 2011, Redondo Beach completed a Comprehensive Operational Analysis for their Beach Cities Transit program which provided a detailed analysis of service and patronage data, ridership and performance measures, ridership demographics, travel information and an overall assessment of potential improvements to the transit network to enhance mobility and efficiency. Through this analysis, Line 109 was re-routed to add a new stop in Manhattan Beach at Manhattan Village Mall located on Village Drive at Parkview Avenue. This re-route has had negligible impacts on cost but has benefitted the community to provide increased access to the Manhattan Village Mall, the senior housing facility and commercial businesses along Rosecrans Avenue and Parkview Avenue.

DISCUSSION:

In October 2014, the existing transit operations contractor, Transportation Concepts was renewed for the contract period effective January 2015 through June 30, 2018.

In 2015, several enhancements have been implemented for Line 109 which include the placement of three new buses into service for the Line; the installation of new signage for all stops throughout the entire route as well as “At Stop” panel signs at key bus stop locations to illustrate destination information, the time schedule for the specific stop, and travel time from the specific stop to key destinations on Line 109 route (Attachment 2). In addition, BCT buses now accept Metro TAP cards for fare payment using Metro EZ Pass, Stored Value and Access TAP cards to provide more efficient payment options for their patrons.

Funding

Beach Cities Transit receives funding from Metro to support transit operations. Funding distribution is provided through a formula used to allocate federal and state bus transit funds among the various transit agencies in Los Angeles County. The allocations are calculated using farebox revenues and vehicle service miles.

At present, Beach Cities Transit’s fare of \$1.00 is consistent with other local agencies including Torrance, Gardena, Santa Monica, Culver City and Long Beach, with the exception of Metro which has a fare of \$1.75. Fare increases tend to have a corresponding decrease in ridership, which for a bus line like Line 109, would not be able to absorb the loss in fare revenues and would more than likely result in increased cost-sharing contributions from the participating cities. In addition, because the City of Redondo Beach receives Federal funding to purchase vehicles, under Title VI, Civil Rights Regulation, any changes to the fare would require a Fair Equity Analysis to be performed to determine that there isn’t any Disparate Treatment or Disparate Impact because of race, color or national origin.

Cost-Sharing Agreement

The Hermosa Beach City Council approved a two-year cost sharing agreement at their June 9, 2015 City Council meeting, and the El Segundo City Council approved a two-year cost sharing agreement at their June 16, 2015 City Council meeting. Redondo Beach is expected to take the final agreement to their City Council in August after all participating Cities have presented the agreements to their respective City Councils.

Staff liaisons from all of the participating cities continue to meet quarterly to exchange transit line service data information (Attachment 3), discuss service issues, vehicle acquisition, and marketing and public outreach efforts.

CONCLUSION:

If approved, staff will continue to work cooperatively with the participating Cities to identify and implement marketing strategies and service modifications as deemed necessary. Joyce Rooney, Transit Operations & Transportation Facilities Manager from Redondo Beach will be in attendance at tonight’s meeting to answer any question the City Council may have regarding Beach Cities Transit Line 109 and the cost sharing agreement.

Attachments:

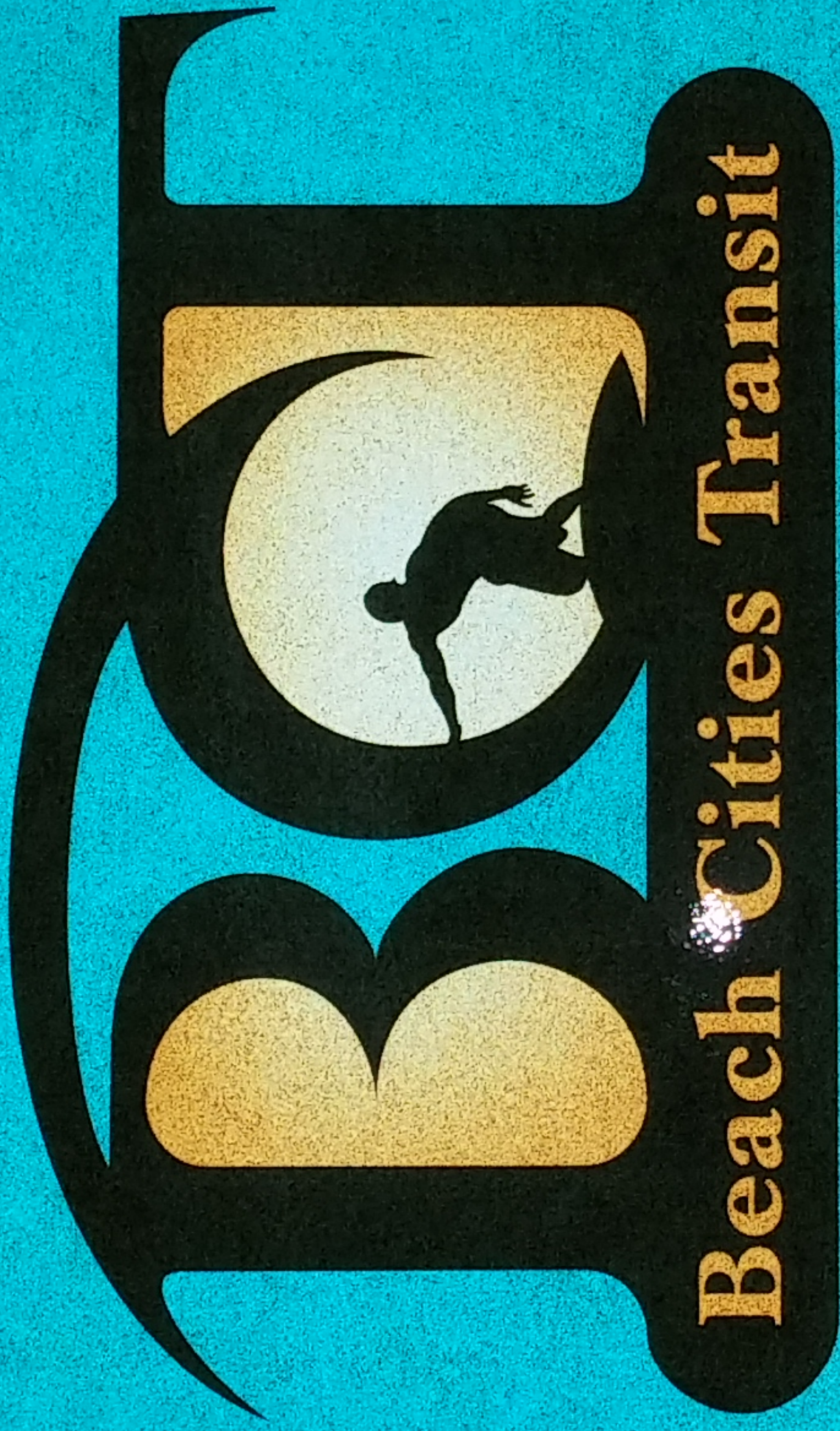
1. Beach Cities Transit Line 109 Contributions 2006-2017
2. At Stop Signage Details
3. Ridership Data
4. Cost Sharing Agreement

Attachment 1
Beach Cities Transit Line 109 Cost Sharing Agreements from 2006 to 2016

City	FY 2006-2008 Investment	FY 2008-2010 Investment	FY 2010-2011 Investment	FY 2011-2012 Investment	FY 2012-2013 Investment	FY 2013-2014 Investment	FY 2014-2015 Investment	FY 2015-2016 Investment	FY 2016-2017 <i>Estimated</i> Investment
Manhattan Beach	\$173,278	\$61,217	\$27,918	\$15,484	\$18,297	\$9,959	\$10,954	\$15,314	\$16,845-\$19,142
El Segundo	\$366,558	\$137,010	\$66,288	\$36,765	\$43,445	\$23,646	\$26,011	\$36,363	\$39,999-\$45,454
Hermosa Beach	\$149,968	\$56,844	\$18,940	\$10,506	\$12,415	\$6,757	\$7,433	\$10,391	\$11,430-\$12,989
Redondo Beach	\$258,832	\$116,606	\$60,800	\$33,716	\$39,843	\$70,098*	\$117,449**	\$33,349	\$36,684-\$41,686

*Redondo Beach estimated contribution was \$21,686; actual contribution was \$70,098 due to unanticipated fuel increases.

**Per the terms of the two-year agreement, the FY 2014-2015 Cities' contributions was increased by 10% from FY 2013-2014; Redondo Beach contributed to the remaining shortfall costs.



Line 109



www.beachcitiestransit.org

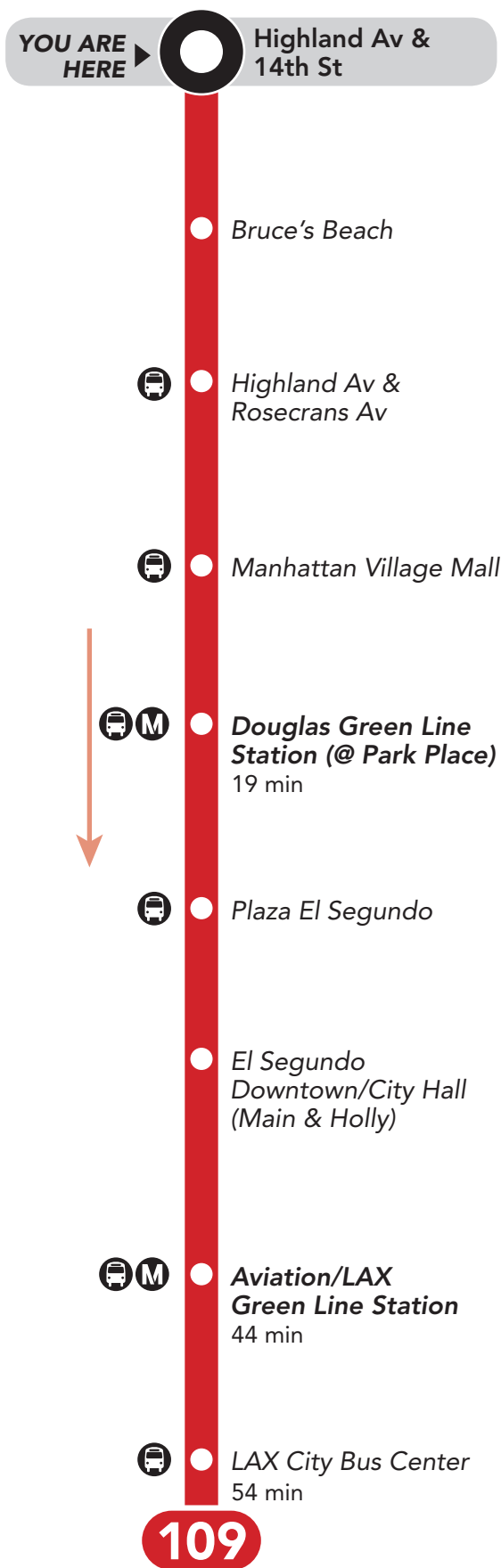
310.371.5200



Highland Av & 14th St

Ride to These Destinations from This Stop:
major points shown – buses make additional stops

Estimated Departure Times from This Stop:
PM times in **bold** – all times are approximate



109 NORTHBOUND to LAX City Bus Center

Monday–Friday		Saturday		Sunday	
AM	PM	AM	PM	AM	PM
6:28	12:18	6:33	12:38	6:33	12:38
6:58	1:03	7:33	1:38	7:33	1:38
7:53	2:13	8:43	3:03	8:43	3:03
8:38	2:58	9:38	3:58	9:38	3:58
9:18	3:38	10:38	4:58	10:38	4:58
10:03	4:23	11:43	6:03	11:43	6:03
10:53	5:13		6:58		6:58
11:38	5:58		7:58		7:58
	6:38		8:58		8:58
	7:23				
	8:13				
	8:58				

Connection to: other transit providers, Metro Rail

One-Way BCT Fare **\$1.00**

www.beachciestransit.org • 310.371.5200

EFFECTIVE 2014
Subject to change without notice.

Beach Cities Transit buses are wheelchair and bicycle accessible.

RIDERSHIP TRENDS
LINE 109 RIDERSHIP TRENDS

	FY	FY	FY	FY	FY	FY	FY	% Δ	FY	% Δ
	09-10	10-11	11-12	12-13	13-14	12-13 vs 13-14	14-15	13-14 vs. '14-15		
JULY	19,767	16,974	17,680	18,151	19,431	7.1%	18,635	-4.1%		
AUGUST	18,936	16,448	18,224	18,930	19,655	3.8%	18,847	-4.1%		
SEPTEMBER	17,948	15,465	17,152	17,040	18,419	8.1%	17,882	-2.9%		
OCTOBER	17,745	14,721	16,789	18,246	19,098	4.7%	19,091	0.0%		
NOVEMBER	15,667	13,264	14,943	15,939	16,070	0.8%	15,496	-3.6%		
DECEMBER	15,689	12,699	14,578	14,630	16,078	9.9%	15,537	-3.4%		
JANUARY	14,578	13,917	16,078	16,153	16,841	4.3%	16,104	-4.4%		
FEBRUARY	13,007	13,331	15,415	15,589	15,619	0.2%	15,428	-1.2%		
MARCH	16,123	15,668	16,654	17,437	17,837	2.3%	17,486	-2.0%		
APRIL	14,709	15,709	16,123	17,506	17,859	2.0%	16,894	-5.4%		
MAY	14,377	15,608	18,030	18,092	18,431	1.9%	16,913	-8.2%		
JUNE	15,799	15,944	17,629	17,608	17,246	-2.1%	16,800	-2.6%		
TOTAL	194,345	179,748	199,295	205,321	212,584	3.5%	205,113	-3.5%		

[Estimated ridership for June 2015](#)

BCT LINE 109 SERVICE
Quarterly Report
FY 2014-15

BCT LINE 109 SERVICE	1st Quarter July-Sept 2014	2nd Quarter Oct-Dec 2014	3rd Quarter Jan-Mar 2015	4th Quarter Apr-June 2015	TOTAL
PASSENGERS CARRIED	55,364	50,124	47,137		152,625
TOTAL VEHICLE REVENUE HOURS	5,139.59	5,019.00	4,978.00		15,136.59
TOTAL VEHICLE REVENUE MILES	62,529	60,932	59,833		183,294
TOTAL OPERATING EXPENSES *	\$303,157	\$289,359	\$281,169		\$873,685

* OP= operating invoices + fuel cost
Please note changes made to the 1st Qtr data to correct Total Revenue Hours, Total Revenue Miles, and Total Operating Expenses.

**TRANSIT SERVICE OPERATION AGREEMENT
BETWEEN THE CITY OF REDONDO BEACH AND
THE CITY OF MANHATTAN BEACH**

THIS TRANSIT SERVICE OPERATION AGREEMENT (this "Agreement") is entered into by and between the City of Redondo Beach ("Redondo Beach"), on behalf of Beach Cities Transit ("BCT"), which is a division of Redondo Beach, and the City of Manhattan Beach ("Manhattan Beach").

RECITALS

- A. **WHEREAS**, on July 1, 2006, Redondo Beach and Manhattan Beach entered into that certain Transit Service Operation Agreement ("First Agreement") to enable BCT Line 109 as described in **Attachment A** to take over public transportation services for the discontinued LACMTA Line 439 for a two (2) year term.
- B. **WHEREAS**, Redondo Beach and Manhattan Beach subsequently entered into new agreements relating to Line 109 in 2008, 2010, 2011, 2012, and 2013 (the "2013 Agreement").
- C. **WHEREAS**, the 2013 Agreement expires on June 30, 2015, and the parties desire to enter into a new agreement on the terms and conditions set forth below.

NOW THEREFORE, IN CONSIDERATION OF THE MUTUAL PROMISES CONTAINED HEREIN, THE PARTIES AGREE AS FOLLOWS:

1. TERM

This Agreement shall be effective as of July 1, 2015, and shall have a one (1) year term expiring on June 30, 2016. Manhattan Beach shall have the option to extend the term by one (1) year, until June 30, 2017. In the event Manhattan Beach intends to exercise the option to extend the term of this Agreement, Manhattan Beach shall notify Redondo Beach of its intent to do so no later than December 30, 2015.

2. SERVICE DESCRIPTION

A. Redondo Beach shall operate Line 109 consistent with the maps shown in **Attachment A**, which is attached hereto and by this reference incorporated herein ("Line 109" or the "Service").

B. Redondo Beach shall operate Line 109 on the days of the week and service times, and at frequencies of service equal to or better than that which was operated by Redondo Beach immediately prior to the effective date of this Agreement. The service schedules for Line 109, as illustrated in **Attachment B** is attached hereto and by this reference incorporated herein.



- C. Redondo Beach may adjust the route and schedule of Line 109; however, any changes or reductions to the Service in excess of 10% shall be brought to Manhattan Beach in writing for review and comment prior to implementation.
- D. Redondo Beach reserves its rights, at its sole discretion, to enter into contracts for Line 109 service with any other provider of its choice at any time without the approval of Manhattan Beach. Redondo Beach shall be responsible for any and all aspects of administration of the service contract, and shall assure that the contract includes provisions pertaining to insurance, age, maintenance and operation of vehicles, driver qualifications and other similar provisions typical of an agreement of that kind.

3. PASSENGER FARES

Redondo Beach may charge fares for the Service consistent with their existing fixed-route service. Redondo Beach will accept interagency transfers with adjacent transit operators and participate in the EZ Pass Program. Redondo Beach shall retain all farebox revenues. BCT Line 109 passenger fare revenues shall be used to offset operation expenses.

4. FUNDING

- A. For costs associated with the operation of Line 109, Manhattan Beach shall pay Redondo Beach in accordance with this Section. Manhattan Beach shall not pay Redondo Beach for capital costs nor shall Manhattan Beach provide equipment to operate the Service.
- B. **FY 2015-16:** Funding from Manhattan Beach shall be \$15,314 for fiscal year 2015-16. This number is derived from the percentage of cost for Line 109, which is based on the route service mile calculations illustrated in **Attachment C hereto**.

In no event shall Manhattan Beach’s funding obligation under this Section 4B exceed the foregoing amount. In the event actual fiscal year 2015-16 Line 109 net operating costs are less than (1) the estimated costs and/or (2) actual net operating revenues are greater than the estimated revenues for the respective fiscal year, all excess funds resulting from such decreased costs or increased revenues shall be reconciled and used to reduce the final 4th quarter invoice amount for the applicable fiscal year.

In the event Manhattan Beach exercises the option to extend the term of this Agreement as authorized in Section 1, the parties agree that the following conditions shall apply for FY 2016-17.

FY 2016-17: Funding from Manhattan Beach shall be increased by 10% to a total amount of \$16,845 for fiscal year 2016-17. This funding may be increased up to 25% to a total amount of \$19,142 provided the following conditions are met.



- (1) The estimated Metro Formula Allocation Procedure (“FAP”) funding for fiscal year 2017 is less than that of fiscal year 2016; and
 - (2) The estimated Line 109 passenger fare revenues for fiscal year 2016 are less than the passenger fare revenues for fiscal year 2015.
- C. Redondo Beach is responsible for all marketing and promotion of the service. Notwithstanding the foregoing, Manhattan Beach may advertise at its sole expense, but any reference to BCT must be approved in writing by Redondo Beach prior to such reference. Only the BCT logo may be used to advertise or market the service.
 - D. On a quarterly basis, BCT will meet with Manhattan Beach to develop additional marketing strategies directed towards increasing BCT Line 109 ridership. Manhattan Beach shall provide assistance for public outreach and information to target Manhattan Beach residents and non-resident community members.

5. REPORTING/INVOICING

- A. Redondo Beach shall report to Manhattan Beach on a quarterly basis, all of the following data for the Line 109 Service:
 - (1) Passengers carried
 - (2) Revenue hours operated
 - (3) Revenue miles operated
 - (4) Total operating costs
- B. Redondo Beach shall submit said report to the Manhattan Beach City Manager in writing within fifteen (15) days after the end of each reporting quarter.
- C. Redondo Beach shall submit quarterly invoices and required reports to the Manhattan Beach City Manager and Manhattan Beach shall pay Redondo Beach on a quarterly basis 1/4th of the annual funds to be provided. Manhattan Beach shall pay Redondo Beach within thirty (30) days of receipt of each quarterly report from Redondo Beach. First payment shall be due on November 30, 2015, representing payment for July 1, 2015, through September 30, 2015.
- D. Redondo Beach shall incorporate Line 109 data into its Federal Transit Administration’s National Transit Data (NTD) annual report for the entire BCT fixed route transportation system. Redondo Beach shall provide to Manhattan Beach annual NTD random sampling data which provides the statistics to estimate the number of passengers boarding and alighting by stop in Manhattan Beach, and the total estimated Manhattan Beach passengers. Redondo Beach shall be responsible for any and all aspects of administration of the service contract, and shall include provisions pertaining to insurance.
- E. Manhattan Beach retains the right to audit the BCT’s records of Line 109 Service, and to periodically monitor the Service.



- F. Redondo Beach shall schedule quarterly joint meetings with the partnering cities of El Segundo, Hermosa Beach, and Manhattan Beach. Redondo Beach will provide a quarterly update of Line 109 services, and discuss coordinated marketing and public outreach efforts and operating and financing issues that affect BCT services.

6. INSPECTION OF RECORDS

BCT records relevant to this Agreement shall be available for inspection by Manhattan Beach at all reasonable times for a period of at least three (3) years for each year or after the termination date, whichever comes first.

7. NON-DISCRIMINATION

No person shall on the grounds of race, color, religion, national origin, ancestry, age, sex, physical or mental disability, be excluded from participation in, or be subject to discrimination in the operation of the Line 109 Service.

8. COORDINATION

A. Redondo Beach shall coordinate its BCT services, to the extent practical, so that passengers transferring between transit operators will have minimal waiting times. This coordination will require transit agencies to communicate with each other as many weeks as possible in advance of any planned schedule change to the services that may affect passenger transfers.

B. The Manhattan Beach Project Manager for this project shall be the City Manager or his/her designee. BCT coordinator for this project shall be the Community Services Director or his/her designee.

9. WAIVER OF BREACH

The waiver of each party of any breach of any provision of this Agreement shall not operate or be construed as a waiver of any subsequent breach of that same or any other provision.

10. NOTICES

A. All notices, requests, demands, or other communications under this Agreement shall be in writing. Notice shall be given as follows:

- (1) Personal delivery. When personally delivered to the recipient, notice is effective on delivery.
- (2) First Class mail. When mailed first class to the last address of the recipient known to the party giving notice, notice is effective three mail delivery days after deposit in an United States Postal Service office or mailbox.



- (3) Certified mail. When mailed via certified mail, return receipt requested, notice is effective on receipt, if delivery is confirmed by a return receipt.
- (4) Overnight delivery. When delivered by an overnight delivery service, charges prepaid or charged to the sender's account, notice is effective on delivery, if delivery is confirmed by the delivery service.
- (5) Facsimile transmission. When sent by fax to the last fax number of the recipient known to the party giving notice, notice is effective upon receipt. Any notice given by fax shall be deemed received on the next business day if it is received after 5:00 p.m. (recipient's time) or on a non-business day.

Addresses for purpose of giving notice shall be as follows:

Beach Cities Transit: City of Redondo Beach
 Community Services Director
 Attention: Line 109
 1922 Artesia Blvd
 Redondo Beach, CA 90278

 Fax Number: 310-798-8273

With a copy to: City of Redondo Beach
 The City Clerk's Office
 415 Diamond Street
 Redondo Beach, CA 90277-2836

 Fax Number: 310- 374-0220

City of Manhattan Beach: City of Manhattan Beach
 City Manager
 Attention: Line 109
 1400 Highland Avenue
 Manhattan Beach, CA 90266-4795

 Fax Number: 310-802-5051

With a copy to: City Clerk
 City of Manhattan Beach
 1400 Highland Avenue
 Manhattan Beach, CA 90266-4795

 Fax Number: 310-802-5051



- B. Any correctly addressed notice that is refused, unclaimed, or undeliverable because of an act or omission of the party to be notified, shall be deemed effective as of the first date the notice was refused, unclaimed or deemed undeliverable by the postal authorities, messenger or overnight delivery service.
- C. Either party may change its address or fax number by giving the other party written notice of the change.

11. SEVERABILITY

Should any part, term or provision of this Agreement or any document required herein to be executed be declared invalid, void or unenforceable, all remaining parts, terms and provisions hereof shall remain in full force and effect and shall in no way be invalidated, impaired or affected thereby.

12. INTEGRATION; AMENDMENT

This Agreement represents the entire understanding of Manhattan Beach and Redondo Beach as to those matters contained in it. No prior oral or written understanding shall be of any force or effect with respect to the subject matter hereof. The Agreement may not be modified or altered except by written amendment executed by both parties.

13. INTERPRETATION

The terms of this Agreement should be construed in accordance with the meaning of the language used and should not be construed for or against either party by reason of the authorship of this Agreement or any other rule of construction that might otherwise apply.

14. GOVERNING LAW; JURISDICTION

This Agreement will be administered and interpreted under the laws of the State of California. Jurisdiction of any litigation arising from the Agreement will be in Los Angeles County, California.

15. COMPLIANCE WITH STATUTES AND REGULATIONS

BCT will be knowledgeable of and will comply with all applicable federal, state, county and city statutes, rules, regulations, ordinances and orders.

16. NON-LIABILITY OF CITIES

No officer or employee of either city shall be personally liable to the other, in the event of any default or breach thereunder.

17. INDEMNIFICATION

Each party hereby agrees to defend, protect, indemnify and hold harmless the other party, its officers, employees, volunteers, agents, elected and appointed officials, and members of boards and commissions from and against any and all loss, damages, costs, expenses, liabilities, claims, demands, causes of action, proceedings, and judgments, including reasonable attorney's fees, expert fees and costs of suit arising directly or



indirectly from or in any manner related to or in connection with or caused by the performance or failure of the party, its agents, servants or employees to perform the services required of the party's employees under the terms of this Agreement.

18. AUTHORITY

Redondo Beach and Manhattan Beach each warrant and represent that upon approval of this Agreement by their respective City Councils, the undersigned City official is duly authorized to execute this Agreement.

SIGNATURES FOLLOW ON NEXT PAGE



IN WITNESS WHEREOF, the parties have executed this Agreement in Redondo Beach, California, as of this ___ day of _____, 2015.

CITY OF REDONDO BEACH/
BCT

CITY OF MANHATTAN BEACH


By: _____
Steve Aspel, Mayor

By: _____
Mark Burton, Mayor

APPROVED AS TO FORM:

APPROVED AS TO FORM:

Mike Webb, City Attorney



Quinn M. Barrow, City Attorney

ATTEST:

ATTEST:

Eleanor Manzano, City Clerk

Liza Tamura, City Clerk

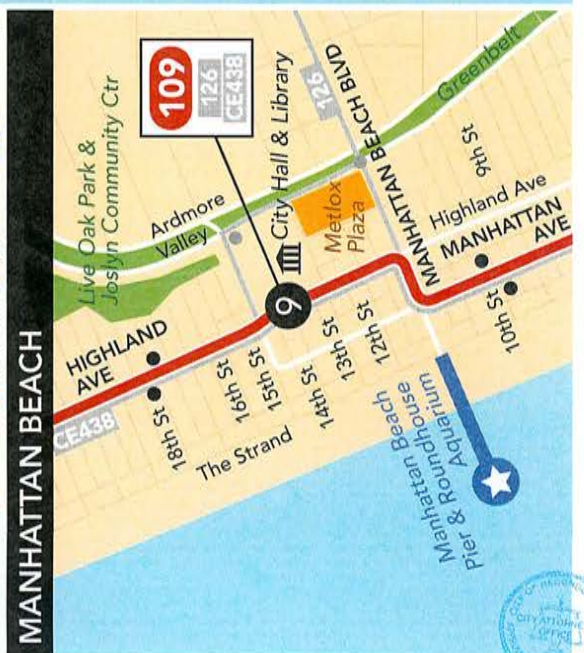
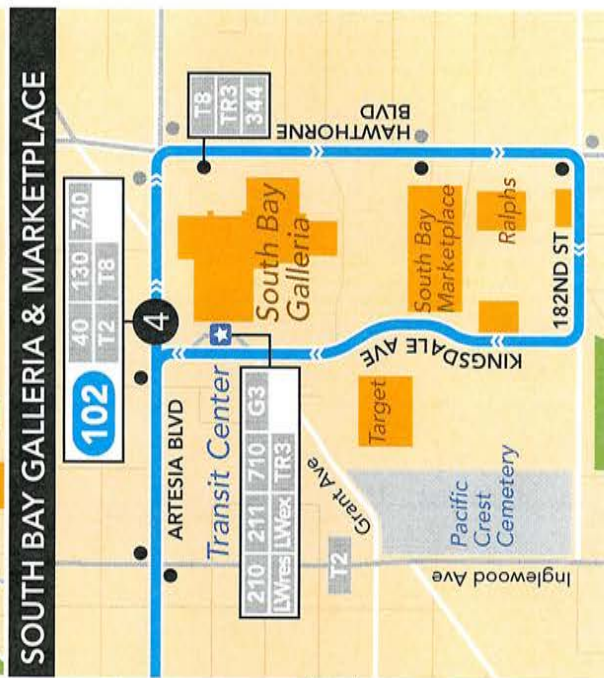
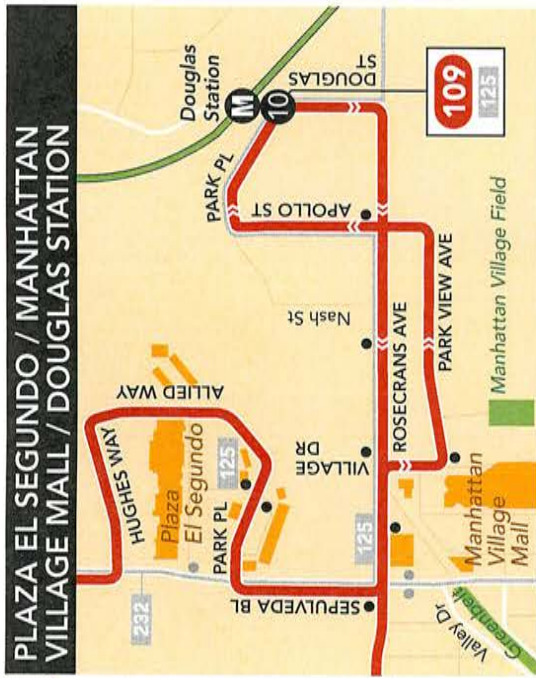
Attachment A: Line 109 Map

See attached map.



BEACH CITIES TRANSIT • Lines 102 & 109





EFFECTIVE SEPTEMBER 2014



Attachment B: BCT Line 109 Time Schedule

See attached time schedule.



109 NORTHBOUND

Redondo Beach to LAX City Bus Center

MONDAY THROUGH FRIDAY

Palos Verdes Bl & Via Valencia	Hermosa Ave & 10th St	Highland Ave & 14th St	Douglas Sta. Park Place	Main St & Holly Ave	Aviation Station	LAX City Bus Center
7	8	9	10	11	12	13
--	--	--	--	--	--	--
6:00	6:17	6:28	6:42	6:53	7:03	7:13
6:30	6:47	6:58	7:12	7:23	7:33	7:43
7:25	7:42	7:53	8:07	8:18	8:28	8:38
8:10	8:27	8:38	8:52	9:07	9:17	9:27
8:50	9:07	9:18	9:32	9:47	9:57	10:07
9:35	9:52	10:03	10:17	10:32	10:42	10:52
10:25	10:42	10:53	11:07	11:22	11:32	11:42
11:10	11:27	11:38	11:52	12:07	12:17	12:27
11:50	12:07	12:18	12:32	12:47	12:57	1:07
12:35	12:52	1:03	1:17	1:32	1:42	1:52
1:45	2:02	2:13	2:27	2:42	2:52	3:02
2:30	2:47	2:58	3:12	3:27	3:37	3:47
3:10	3:27	3:38	3:52	4:07	4:17	4:27
3:55	4:12	4:23	4:37	4:52	5:02	5:12
4:45	5:02	5:13	5:27	5:42	5:52	6:02
5:30	5:47	5:58	6:12	6:27	6:37	6:47
6:10	6:27	6:38	6:52	7:07	7:17	7:27
6:55	7:12	7:23	7:37	7:52	8:02	8:12
7:45	8:02	8:13	8:27	8:42	8:52	9:02
8:30	8:47	8:58	9:12	9:27	9:37	9:47
AM	PM					

SATURDAY & SUNDAY

Palos Verdes Bl & Via Valencia	Hermosa Ave & 10th St	Highland Ave & 14th St	Douglas Sta. Park Place	Main St & Holly Ave	Aviation Station	LAX City Bus Center
7	8	9	10	11	12	13
--	--	--	--	--	--	--
6:05	6:22	6:33	6:47	7:02	7:12	7:22
7:05	7:22	7:33	7:47	8:02	8:12	8:22
8:15	8:32	8:43	8:57	9:12	9:22	9:32
9:10	9:27	9:38	9:52	10:07	10:17	10:27
10:10	10:27	10:38	10:52	11:07	11:17	11:27
11:15	11:32	11:43	11:57	12:12	12:22	12:32
12:10	12:27	12:38	12:52	1:07	1:17	1:27
1:10	1:27	1:38	1:52	2:07	2:17	2:27
2:35	2:52	3:03	3:17	3:32	3:42	3:52
3:30	3:47	3:58	4:12	4:27	4:37	4:47
4:30	4:47	4:58	5:12	5:27	5:37	5:47
5:35	5:52	6:03	6:17	6:32	6:42	6:52
6:30	6:47	6:58	7:12	7:27	7:37	7:47
7:30	7:47	7:58	8:12	8:27	8:37	8:47
8:30	8:47	8:58	9:12	9:27	9:37	9:47
AM	PM					

109 SOUTHBOUND

LAX City Bus Center to Redondo Beach

MONDAY THROUGH FRIDAY

LAX City Bus Center	Aviation Station	Main St & Holly Ave	Douglas Sta. Park Place	Highland Ave & 14th St	Hermosa Ave & 11th St	Palos Verdes Bl & Via Valencia
13	12	11	10	9	8	7
5:55	6:07	6:21	6:39	6:51	7:00	7:15
6:40	6:52	7:06	7:24	7:36	7:45	8:00
7:20	7:32	7:46	8:04	8:16	8:25	8:40
8:05	8:17	8:31	8:49	9:01	9:10	9:25
8:55	9:07	9:21	9:39	9:51	10:00	10:15
9:40	9:52	10:06	10:24	10:36	10:45	11:00
10:20	10:32	10:46	11:04	11:16	11:25	11:40
11:05	11:17	11:31	11:49	12:01	12:10	12:25
12:15	12:27	12:41	12:59	1:11	1:20	1:35
1:00	1:12	1:26	1:44	1:56	2:05	2:20
1:40	1:52	2:06	2:24	2:36	2:45	3:00
2:25	2:37	2:51	3:09	3:21	3:30	3:45
3:15	3:27	3:41	3:59	4:11	4:20	4:35
4:00	4:12	4:26	4:44	4:56	5:05	5:20
4:40	4:52	5:06	5:24	5:36	5:45	6:00
5:25	5:37	5:51	6:09	6:21	6:30	6:45
6:15	6:27	6:41	6:59	7:11	7:20	7:35
7:00	7:12	7:26	7:44	7:56	8:05	8:20
7:40	7:52	8:06	8:24	8:36	8:45	9:00
8:25	8:37	8:51	9:09	9:21	9:30	9:45
AM	PM					

SATURDAY & SUNDAY

LAX City Bus Center	Aviation Station	Main St & Holly Ave	Douglas Sta. Park Place	Highland Ave & 14th St	Hermosa Ave & 11th St	Palos Verdes Bl & Via Valencia
13	12	11	10	9	8	7
6:45	6:57	7:11	7:29	7:41	7:50	8:05
7:40	7:52	8:06	8:24	8:36	8:45	9:00
8:40	8:52	9:06	9:24	9:36	9:45	10:00
9:45	9:57	10:11	10:29	10:41	10:50	11:05
10:40	10:52	11:06	11:24	11:36	11:45	12:00
11:40	11:52	12:06	12:24	12:36	12:45	1:00
1:05	1:17	1:31	1:49	2:01	2:10	2:25
2:00	2:12	2:26	2:44	2:56	3:05	3:20
3:00	3:12	3:26	3:44	3:56	4:05	4:20
4:05	4:17	4:31	4:49	5:01	5:10	5:25
5:00	5:12	5:26	5:44	5:56	6:05	6:20
6:00	6:12	6:26	6:44	6:56	7:05	7:20
7:05	7:17	7:31	7:49	8:01	8:10	8:25
8:00	8:12	8:26	8:44	8:56	9:05	9:20
8:55	9:07	9:21	9:39	9:51	10:00	10:15
AM	PM					



Attachment C: BCT Line 109 Route Service Mile Calculations by City

**Beach Cities Transit Line 109
Route Service Mile Calculations by City**

Revised Route Miles	NB Miles	%	SB Miles	%
Redondo Beach	2.4	12.90%	3.1	19.02%
Los Angeles	2.9	15.59%	2.8	17.18%
Hermosa Beach	2.2	11.83%	1.6	9.82%
Manhattan Beach	3.4	18.28%	3.2	19.63%
El Segundo	7.7	41.40%	5.6	34.36%
Total Miles	18.6	100.00%	16.3	100.00%

Revised Route Miles	NB Miles	%	SB Miles	%
Redondo Beach & Los Angeles	5.3	28.49%	6.9	42.33%
Hermosa Beach	2.2	11.83%	1.6	9.82%
Manhattan Beach	3.4	18.28%	2.2	13.49%
El Segundo	7.7	41.40%	5.6	34.36%
Total Miles	18.6	100.00%	16.3	100.00%

Revised Revenue Service Miles effective July 2010 (based on service changes effective June 28, 2009)

	Average Miles Per City	%
Redondo Beach & Los Angeles	6.1	34.95%
Hermosa Beach	1.90	10.89%
Manhattan Beach	2.8	16.05%
El Segundo	6.65	38.11%
Total Miles	17.45	100.00%



Agenda Date: 7/21/2015

TO:

Honorable Mayor and Members of the City Council

THROUGH:

Mark Danaj, City Manager

FROM:

Liza Tamura, City Clerk

SUBJECT:

Minutes:

This item contains action minutes of City Council meetings which are presented for approval. Staff recommends that the City Council, by motion, take action to approve the action minutes of the:

- a) City Council Regular Meeting of July 7, 2015
- b) City Council Adjourned Regular Meeting-Closed Session and Study Session of July 8, 2015

(City Clerk Tamura).

APPROVE

RECOMMENDATION:

Staff recommends that the City Council, by motion, take action to approve the minutes of the City Council.

Attachments:

1. City Council Regular Meeting Minutes of July 7, 2015
2. City Council Adjourned Regular Meeting-Closed Session and Study Session Minutes of July 8, 2015

City of Manhattan Beach

1400 Highland Avenue
Manhattan Beach, CA 90266



Meeting Minutes - Draft

Tuesday, July 7, 2015

6:00 PM

Regular Meeting

City Council Chambers

City Council

Mayor Wayne Powell
Mayor Pro Tem Mark Burton
Councilmember Tony D'Errico
Councilmember David J. Lesser
Councilmember Amy Howorth

PLEASE NOTE THAT THE CITY ARCHIVES THE VIDEO RECORDINGS OF ALL REGULAR CITY COUNCIL MEETINGS AND THE VIDEO FOR THIS MEETING IS HEREBY INCORPORATED BY THIS REFERENCE. ALSO IN SUPPORT OF MORE TRANSPARENCY AND THE AMERICANS WITH DISABILITIES ACT (ADA) COMPLIANCE, THE CITY OFFERS CLOSED CAPTIONING FOR REGULAR CITY COUNCIL MEETINGS. FOR A COMPLETE RECORD OF THIS CITY COUNCIL MEETING, GO TO: www.citymb.info/city-officials/city-clerk/city-council-meetings-agendas-and-minutes

A. PLEDGE TO THE FLAG

Chloe Fournier led the Pledge of Allegiance.

B. NATIONAL ANTHEM

Kevin Sousa sang the National Anthem.

C. ROLL CALL

Present: 5 - Mayor Powell, Mayor Pro Tem Burton, Councilmember D'Errico, Councilmember Lesser and Councilmember Howorth.

D. CERTIFICATION OF MEETING NOTICE AND AGENDA POSTING

City Clerk Liza Tamura confirmed that the meeting was properly posted.

E. APPROVAL OF AGENDA AND WAIVER OF FULL READING OF ORDINANCES

A motion was made by Mayor Pro Tem Burton, seconded by Councilmember D'Errico, to continue Item Nos. 4 and 16 to a future agenda and move Item No. 1 to the last item under Section P. General Business. The motion carried by the following voice vote:

Aye: 5 - Powell, Burton, D'Errico, Lesser, and Howorth.

F. CEREMONIAL CALENDAR

None.

G. REORGANIZATION AND 15 MINUTE RECESS

The City Council recognized the outgoing Mayor Powell.

A motion was made by Mayor Powell, seconded by Councilmember Lesser, to appoint Mayor Pro Tem Burton as the next Mayor. The motion carried by the following voice vote:

Aye: 5 - Burton, D'Errico, Lesser, Howorth and Powell

Newly appointed Mayor Burton introduced his family, Rotarian friends, and former Mayors. Mayor Burton thanked the residents for the opportunity to serve as Mayor and gave a brief overview of his upcoming term.

A motion was made by Mayor Burton, seconded by Councilmember Howorth, to appoint Councilmember D'Errico as Mayor Pro Tem. the motion carried by the following vote:

Aye: 5 - Burton, D'Errico, Lesser, Howorth and Powell

1. City Council Assignments (City Clerk Tamura).

[15-0337](#)

APPROVE

This item was taken out of order and was moved from Section G. Reorganization and 15 Minutes Recess.

H. RECESS AND RECONVENE

At 7:08 PM City Council recessed and reconvened at 7:31 PM with all Councilmembers present.

I. CITY MANAGER REPORT

City Manager Mark Danaj reported that the South Bay Magazine, in the July issue cover article, highlights the City's leadership in bringing the Urban Land Institute (ULI) to Manhattan Beach. He also stated that the final written report of the ULI is on the City's website. He further added that the City will launch a new software system that will help manage Public Records Requests. The system is called "GovQA" and will allow Staff to log and track all requests.

City Manager Danaj thanked former Mayor Powell and congratulated newly appointed Mayor Burton.

J. CITY ATTORNEY REPORT

None

K. CITY COUNCIL ANNOUNCEMENTS AND REPORTS

Mayor Burton stated that Kinecta Credit Union is holding a "Chili Cook-Off" on Saturday with proceeds going to the Host Manhattan Beach Special Olympics Event.

Mayor Burton invited everyone to an "Open House" at his home on Sunday from 1-3 PM.

L. COMMUNITY ANNOUNCEMENTS REGARDING UPCOMING EVENTS

The following individuals provided community announcements:

*Jan Dennis
James Gill
Kathleen Terry
Yolande Wilburn
Kelly Stroman
Shannon Ryan
Ed Caprielian*

M. PUBLIC COMMENT ON NON-AGENDA ITEMS

The following individuals provided public comment on non-agenda items:

*Craig Cadwallader
Janine Hamner
Gia Pazzi
Arpad Pallai
Diane Wallace
Robert Bush
Viet Ngo
Ed Caprielian
Bill Victor*

N. CONSENT CALENDAR

Viet Ngo pulled Item Nos. 5 and 7.

A motion was made by Councilmember Howorth, seconded by Councilmember Powell, to approve the Consent Calendar Item Nos. 2-7 with the exception of Item No.4 which was moved to a future agenda and Item Nos. 5 and 7. The motion carried by the following vote:

Aye: 5 - Burton, D'Errico, Lesser, Howorth and Powell

2. Final Payment in the Amount of \$83,322.98 to GMZ Engineering, Inc.; [15-0286](#)
Formally Accept the Sepulveda Boulevard and 2nd Street Water Main Replacement Project as Complete; and Authorize the Filing of the Appropriate Notice of Completion and Release of Retention in the Amount of \$58,967.67 (Public Works Director Olmos).

APPROVE

The recommendation for this item was approved on the Consent Calendar.

3. Approval of HDR Change Order for Phase II Environmental Work in [15-0319](#)
the Amount of \$60,782 (Public Works Director Olmos).

APPROVE

The recommendation for this item was approved on the Consent Calendar.

4. Decommissioning Policy for Public Art (Parks and Recreation Director Leyman). [15-0312](#)
APPROVE

This item was moved to a future meeting.

5. Second Reading and Adoption of Ordinance No. 15-0013 Amending Municipal Code Section 4.48.090 - Limited Alcoholic Beverage Use on Public Property - Special Permit - Ordinance 15-0013, Requiring that the Permit Provides a Public Benefit to the Community (Parks and Recreation Director Leyman). [ORD 15-0013](#)
SECOND READING AND ADOPTION OF ORDINANCE NO. 15-0013

This item was removed from the Consent Calendar an heard later under Section Q. Items Removed from the Consent Calendar.

6. Appropriate Funds in the Amount of \$10,000 and Authorize City Manager to Submit Payment in Same Amount to Southern California Edison (SCE) for Preparation of a Street Light Valuation [15-0329](#)
APPROVE

The recommendation for this item was approved on the Consent Calendar.

7. Minutes: [15-0019](#)
This Item Contains Action Minutes of City Council Meetings Which are Presented for Approval. Staff Recommends that the City Council, by Motion, Take Action to Approve the Action Minutes of the:
a) City Council Adjourned Regular Meeting-Study Session of June 8, 2015
b) City Council Adjourned Regular Meeting-Closed Session of June 16, 2015
c) City Council Adjourned Regular Meeting-Special Meeting of June 16, 2015
d) City Council Regular Meeting of June 16, 2015
e) City Council Adjourned Regular Meeting-Study Session of June 23, 2015
(City Clerk Tamura).
APPROVE

This item was removed from the Consent Calendar an heard later under Section Q. Items Removed from the Consent Calendar.

O. PUBLIC HEARINGS

8. Conduct Public Hearing Regarding Resolution No. 15-0042 to Consider the Fiscal Years 2016-2020 Capital Improvement Plan (Public Works Director Olmos).

[RES 15-0042](#)

CONDUCT PUBLIC HEARING; ADOPT RESOLUTION NO. 15-0042

City Clerk Tamara introduced the item and Public Works Director Tony Olmos provided the staff presentation

Public Works Director Olmos and City Traffic Engineer Eric Zandvliet responded to City Council questions.

Mayor Burton opened the public hearing and seeing no requests to speak closed the public hearing.

A motion was made by Councilmember Howorth, seconded by Councilmember Powell, to adopt resolution No. 15-0042 the Capital Improvement Plan for Fiscal Years 2016-2020. The motion carried by the following vote:

Aye: 5 - Burton, D'Errico, Lesser, Howorth and Powell

9. Conduct Public Hearing to Consider a One-year Extension of the Interim Zoning Ordinance (IZO) Prohibiting the Conversion of Any Commercial Use to a Different Commercial Use Classification in the Downtown Area of the City (Community Development Director Lundstedt).

[ORD-U
15-0017](#)

**CONDUCT PUBLIC HEARING AND ADOPT ORD-U 15-0017
EXTENDING THE IZO FOR ONE YEAR**

City Clerk Liza Tamura introduced the item and Planning Manager Laurie Jester provided the PowerPoint Presentation.

Planning Manager Jester responded to City Council questions.

Mayor Burton opened the public hearing and the following individuals provided public comment:

In Favor:

*Martha Andreani
Lester Silverman
Angela Silverman*

Against:

*Roger Lamont and Tony Choueke
Bill Victor
Viet Ngo*

Neutral:

Jackie May wants residents to be more included.

Seeing no further requests to speak, Mayor Burton closed the public hearing.

City Attorney Quinn Barrow read into the record the title of Ordinance No. U15-0017.

A motion was made by Councilmember Lesser, seconded by Councilmember Powell, to adopt Ordinance No. U 15-0017 the extension of the Interim Zoning Ordinance to temporarily prohibit the conversion of any commercial use to a new commercial use classification in the Downtown area. The motion carried by the following vote:

Aye: 5 - Burton, D'Errico, Lesser, Howorth and Powell

At 9:13 PM City Council recessed and reconvened at 9:24 PM with all Councilmembers present.

10. Conduct Public Hearing Regarding the Proposed Solid Waste Fees for the Food Waste Recycling Program (Public Works Director Olmos).
CONDUCT PUBLIC HEARING; ADOPT ORDINANCE NO. 15-0011;
APPROVE CONTRACT AMENDMENT NO. 15-0037

[ORD 15-0011](#)

City Clerk Liza Tamura introduced the item and Environmental Programs Manager Sona Coffee provided the staff presentation.

Environmental Programs Manager Coffee and Janine Hamner of Waste Management responded to City Council questions.

Mayor Burton opened the floor to public hearing and the following individuals provided public comment:

In Favor:

Diane Wallace

Craig Cadwallader

Against:

Bill Victor

Lee Barr

Phil Reimert - Uncertain about the cost

Seeing no further requests to speak, Mayor Burton closed the public hearing.

City Attorney Quinn Barrow read into the record the title of Ordinance No. 15-0011.

A motion was made by Councilmember Howorth, seconded by Mayor Burton, to adopt Ordinance No. 15-0011 and approve Contract Amendment No. 15-0037. The motion carried by the following vote:

Aye: 5 - Burton, D'Errico, Lesser, Howorth and Powell

11. Conduct Public Hearing Regarding Renewal of Downtown Business Improvement District for Fiscal Year 2015-2016 Including Authorization to Collect Assessments; Ratification of the District Advisory Board; Authorization to Enter Into an Agreement with the Downtown Manhattan Beach Business and Professional Association; and Authorization to Disburse Fiscal Year 2014-2015 Assessments Collected (Finance Director Moe). [RES 15-0035](#)
- CONDUCT PUBLIC HEARING; ADOPT RESOLUTION NO. 15-0035; RATIFY BOARD; APPROVE**

City Clerk Liza Tamura introduced the item and Finance Director Bruce Moe provide the staff presentation.

For the record, prior to the presentation, Mayor Pro Tem D'Errico recused himself from this item.

City Attorney Barrow stated that there was no financial interest, but to avoid any appearance of impropriety Mayor Pro Tem D'Errico agreed to recuse himself.

At 9:53 PM, Mayor Pro Tem D'Errico left the dais.

Mayor Burton opened the public hearing. Seeing no requests to speak, Mayor Burton closed the public hearing.

Prior to the motion being made, Viet Ngo requested to speak. Hearing no objections from the City Council, Mayor Burton re-opened the public hearing.

The following individual provided public comment:

Viet Ngo

Mayor Burton closed the public hearing.

A motion was made by Councilmember Powell, seconded by Councilmember Lesser to adopt Resolution No. 15-0035 authorizing the collection of assessments; ratify the nominees for the Fiscal Year 2015-2016 Downtown Business Improvement District (BID) Advisory Board; authorize the City Manager and Business Improvement District Advisory Board Chairperson to enter into an agreement with the Downtown Manhattan Beach Business & Professional Association to provide services to the Business Improvement District; and authorize the disbursement of all assessments collected for FY 2014-2015 (approximately \$105,577.61). The motion carried by the following vote:

Aye: 4 - Burton, Lesser, Howorth and Powell

Abstain: 1 - D'Errico

Mayor Pro Tem D'Errico returned to the dais at 9:59 PM.

12. Conduct Public Hearing and Adoption of Resolution No. 15-0045 for a Coastal Development Permit to Allow a Modification to the Existing Downtown Valet Parking Program (Community Development Director Lundstedt).

[RES 15-0045](#)

ADOPT RESOLUTION NO. 15-0045

City Clerk Liza Tamura introduced the item and City Traffic Engineer Erik Zandvleit provided the PowerPoint presentation.

City Traffic Engineer Zandvleit responded to City Council questions.

Mayor Burton opened the public hearing and the following individuals provided public comment:

In Favor:

Kelly Stroman

Kris D'Errico

Against:

Martha Andreani

Kyle Stiffarm

Jackie May

Seeing no further requests to speak, Mayor Burton closed the public hearing.

A motion was made by Councilmember Howorth, seconded by Mayor Pro Tem D'Errico, to adopt Resolution 15-0045 approving a Coastal Development Permit for the proposed expansion of the Valet Parking Program as described in the Draft Valet Parking Agreement between the City, DBPA and the valet operator (Attachment 4). A friendly amendment, accepted by the maker, was to change the duration of the contract to 1 year. The motion carried by the following vote:

Aye: 5 - Burton, D'Errico, Lesser, Howorth and Powell

P. GENERAL BUSINESS

13. Ratification of Former Human Resources Director Separation Agreement (City Attorney Barrow).

[CON 15-0038](#)

RATIFY APPROVAL OF SEPARATION AGREEMENT WITH THE FORMER HUMAN RESOURCES DIRECTOR

City Clerk Liza Tamura introduced this item and City Attorney Quinn Barrow and City Manager Danaj provided the staff presentation.

Mayor Mark Burton opened the floor to public comment.

The following individuals provided public comment:

Ed Caprielian

Viet Ngo

William Victor

Phil Reimert

City Council discussion included the ratification of the subject agreement, open government initiatives and meeting management; and whether to consider all three under one motion.

A motion was made by Mayor Burton, seconded by Mayor Pro Tem D'Errico, to ratify the Hanson Settlement Agreement, move to direct the City Attorney and City Manager prepare for City Council adoption the following open government full transparency policies: A policy that approval of all settlement agreements be agendaized as General Business items with discussion of voting done in public; a policy that agenda items for Anticipated Litigations (Closed Session items) clearly sets forth the facts and circumstances justifying the Closed Session items; a policy prohibiting all electronic communications by City Councilmembers during City Council Meetings including but not limited to receipt or transmission by text, e-mail, Facebook or Twitter; a policy that the City Clerk be present for Closed Session items to record action or direction given and votes taken; a Sunshine Policy; and to further direct that the City Attorney and City Manager to prepare employment contracts for all directors for execution by October 2015. The motion failed by the following vote:

Aye: 2 - Burton and D'Errico

Nay: 3 - Lesser, Howorth and Powell

A motion was made by Councilmember Howorth, seconded by Councilmember Lesser to ratify the former Human Resources Director Separation Agreement approved by City Council on March 17, 2015. The motion carried by the following vote:

Aye: 5 - Burton, D'Errico, Lesser, Howorth and Powell

City Council discussion continued regarding Open Government Initiatives and Meeting Management.

City Council directed Staff to return to the August 18, 2015 City Council meeting with Mayor Burton's extensive list (as previously stated) for City Council review.

14. Approve Temporary Traffic Calming Measures at Valley Drive/Oak Avenue/35th Street as Recommended by the Parking and Public Improvements Commission (Community Development Director Lundstedt).

[15-0278](#)

APPROVE

City Clerk Liza Tamura introduced the item and City Traffic Engineer Eric Zandvliet provided the staff presentation.

City Traffic Engineer Zandvliet responded to City Council questions.

Mayor Burton opened the floor to public comment.

*The following individual provided public comment:
James Gill*

Seeing no further requests to speak, Mayor Burton closed the floor to public comment.

A motion was made by Mayor Pro Tem D'Errico, seconded by Mayor Burton, to approve a speed awareness sign on Valley Drive, for a minimum 6-month trial basis. A friendly amendment, accepted by the maker, was to approve the installation of the following painted crosswalks on the north and west approaches at Oak Avenue and 35th Street. The motion carried by the following vote:

Aye: 5 - Burton, D'Errico, Lesser, Howorth and Powell

At 11:44 PM City Council recessed and reconvened at 11:51 PM with all Councilmembers present.

15. Consideration of an Ordinance Amending Chapter 2.36 of the Manhattan Beach Municipal Code (Purchasing) Changing the Informal and Formal Bid Limits and Other Minor Changes (Finance Director Moe).

[ORD 15-0007](#)

WAIVE FURTHER READING; INTRODUCE ORDINANCE NO. 15-0007

City Clerk Liza Tamura introduced the item and Finance Director Bruce Moe provided the staff presentation.

Finance Director Moe responded to City Council questions.

Mayor Burton opened the floor to public comment.

Seeing no requests to speak, Mayor Burton closed the floor to public comment.

City Attorney Quinn Barrow read into the record the title of Ordinance No. 15-0007.

A motion was made by Mayor Pro Tem D'Errico, seconded by Councilmember Howorth, to introduce Ordinance No. 15-0007. A friendly amendment, accepted by the maker, was to remove the CPI automatic increase. The motion carried by the following vote:

Aye: 5 - Burton, D'Errico, Lesser, Howorth and Powell

16. Strand Alcove Bench Policy (Parks and Recreation Director Leyman). [15-0300](#)
APPROVE AND PROVIDE DIRECTION

This Item was continued to a future meeting.

17. Appoint to the Vacant Parking and Public Improvements Commission Business Community Seat No. 2 (City Clerk Tamura). [15-0324](#)
APPOINT

City Clerk Liza Tamura introduced the item and provided the staff presentation.

City Clerk Tamura responded to City Council questions regarding Home-Based Businesses.

Motion by Councilmember Powell, seconded by Councilmember Lesser to appoint Less Silverman to the Parking and Public Improvements Commission Business Community Seat No. 2. The motion carried by the following vote:

Aye: 5 - Burton, D'Errico, Lesser, Howorth and Powell

City Clerk Tamura requested that the Motion be amended to include declaring Library Commission Seat No. 1, Vacant, and to direct the City Clerk to conduct public outreach for the vacant Seat. Mayor Powell approved the amendment, and hearing no City Council objection, it was so ordered.

City Council discussion continued regarding proposed changes to the Boards and Commissions Handbook. City Clerk Tamura clarified that the Boards and Commission handbook is currently being reviewed by staff and stated that the revised handbook will be presented at a future meeting for City Council approval.

Q. ITEMS REMOVED FROM THE CONSENT CALENDAR

5. Second Reading and Adoption of Ordinance No. 15-0013 Amending Municipal Code Section 4.48.090 - Limited Alcoholic Beverage Use on Public Property - Special Permit - Ordinance 15-0013, Requiring that the Permit Provides a Public Benefit to the Community (Parks and Recreation Director Leyman).

[ORD 15-0013](#)

SECOND READING AND ADOPTION OF ORDINANCE NO. 15-0013

Viet Ngo pulled this item and was no longer in attendance at the meeting.

Mayor Burton opened the floor to public comment.

Seeing no requests to speak, Mayor Burton closed the floor to public comment.

A motion was made by Councilmember Howorth, seconded by Mayor Pro Tem D'Errico, to adopt Ordinance No. 15-0013 amending Municipal Code Section 4.48.090 - Limited Alcoholic Beverage Use on public property - Special permit - Ordinance 15-0013, requiring that the permit provides a public benefit to the community. The motion carried by the following vote:

Aye: 5 - Burton, D'Errico, Lesser, Howorth and Powell

7. Minutes:

[15-0019](#)

This Item Contains Action Minutes of City Council Meetings Which are Presented for Approval. Staff Recommends that the City Council, by Motion, Take Action to Approve the Action Minutes of the:

- a) City Council Adjourned Regular Meeting-Study Session of June 8, 2015
 - b) City Council Adjourned Regular Meeting-Closed Session of June 16, 2015
 - c) City Council Adjourned Regular Meeting-Special Meeting of June 16, 2015
 - d) City Council Regular Meeting of June 16, 2015
 - e) City Council Adjourned Regular Meeting-Study Session of June 23, 2015
- (City Clerk Tamura).

APPROVE

Viet Ngo pulled this item and was no longer in attendance at the meeting.

Mayor Burton opened the floor to public comment.

Seeing no requests to speak, Mayor Burton closed the floor to public comment.

A motion was made by Mayor Pro Tem D'Errico, seconded by Councilmember Lesser, to approve action minutes of City Council meetings. The motion carried by the following vote:

Aye: 5 - Burton, D'Errico, Lesser, Howorth and Powell

S. OTHER COUNCIL BUSINESS, COMMITTEE AND TRAVEL REPORTS, FUTURE DISCUSSION ITEMS

Councilmember Powell reported two AB 1234 disclosures: June 19th through 21st U.S. Conference of Mayors in San Francisco and June 24th and June 25th League of Council Executive Forum in Monterey which he attended along with Mayor Burton. He learned about labor relations, public safety, finance, strategic planning.

Mayor Burton reported AB 1234 disclosure as well. On June 24th and June 25th, he attended League of Council Executive Forum in Monterey. There were workshops, presentations on communicating with residents, conducting effective Council Meetings. He provided the pamphlet to City Clerk Tamura.

Councilmember Powell stated that during the San Francisco Conference Parks Tour he learned that the City provided free public WiFi in San Francisco parks and recommended the City to consider it as well.

Mayor Burton stated that should be addressed by the new IT Director.

R. OPTIONAL ADDITIONAL PUBLIC COMMENTS ON NON-AGENDA ITEMS

None.

T. RECEIVE AND FILE ITEMS

Mayor Burton opened the floor to public comment.

Seeing no requests to speak, Mayor Burton closed the floor to public comment.

A motion was made by Councilmember Powell, seconded by Councilmember Lesser, to receive and file Item No. 18 Financial Reports and Item No. 19 Commission Minutes. The motion carried by the following vote:

Aye: 5 - Burton, D'Errico, Lesser, Howorth and Powell

18. Financial Reports: [15-0257](#)
- a) Schedule of Demands: June 4, 2015
 - b) Investment Portfolio for the Month Ending May 31, 2015
 - c) Financial Reports for the Month Ending May 31, 2015
(Finance Director Moe).

RECEIVE AND FILE

This item was received and file.

19. Commission Minutes: [15-0313](#)
- This Item Contains Minutes of City Commission Meetings. Staff Recommends that the City Council, by Motion, Take Action to Receive and File the Minutes of the:
- a) Parks and Recreation Commission Meeting of May 18, 2015
(Parks and Recreation Director Leyman).
 - b) Planning Commission Meeting of June 24, 2015
(Community Development Director Lundstedt).

RECEIVE AND FILE

This item was received and file.

- 1 City Council Assignments (City Clerk Tamura). [15-0337](#)
- ### APPROVE

This item was taken out of order and was moved from Section G. Reorganization and 15 Minutes Recess.

Councilmember Lesser, Councilmember Powell and Councilmember Howorth made observations about their new assignments and Mayor Burton noted that he took into consideration the opportunity and the succession planning for other Councilmembers to gather different expertise and understanding.

A motion was made by Mayor Pro Tem D'Errico, seconded by Mayor Burton, to approve City Council assignments. The motion carried by the following vote:

Aye: 5 - Burton, D'Errico, Lesser, Howorth and Powell

2. ROLL CALL

PRESENT:
Boardmember Lesser
Boardmember Howorth
Boardmember D'Errico
Vice President Burton
President Powell

U. ADJOURN CITY COUNCIL MEETING TO A MEETING OF THE MANHATTAN BEACH CAPITAL IMPROVEMENTS COPORATION

At 12:13 AM, the Regular City Council Meeting was adjourned to the Capital Improvement Corporation Meeting.

1. CALL MEETING TO ORDER

Mayor Burton called the Capital Improvements Corporation Meeting to order.

3. PUBLIC COMMENT ON CAPITAL IMPROVEMENTS CORPORATION AGENDA

Vice President Burton opened the floor to public comment.

Seeing no requests to speak, Vice President Burton closed the public comment.

4. GENERAL BUSINESS

- A. Reorganization of the Manhattan Beach Capital Improvements Corporation (Finance Director Moe).

[15-0336](#)

ELECT A NEW PRESIDENT AND VICE PRESIDENT

A motion was made by Boardmember Howorth, seconded by Boardmember Lesser, to appoint Vice President Burton as President of the Capital Improvement Corporation. The motion carried by the following vote:

Aye: 5 - Burton, D'Errico, Lesser, Howorth and Powell

A motion was made by Boardmember Powell, seconded by President Burton, to appoint Boardmember D'Errico as Vice President of the Capital Improvement Corporation. The motion carried by the following vote:

Aye: 5 - Burton, D'Errico, Lesser, Howorth and Powell

**V. ADJOURN MANHATTAN BEACH CAPITAL IMPROVEMENTS
CORPORATION AND RECONVENE CITY COUNCIL MEETING**

At 12:20 AM, President Burton adjourned the Capital Improvements Corporation Meeting to the Regular City Council Meeting.

W. ADJOURNMENT

At 12:21 AM, Mayor Burton adjourned the July 7, 2015, Regular City Council Meeting to the July 8, 2015, 1:00 PM Adjourned Regular City Council Meeting (Closed Session) to be followed by the 2:00 PM Adjourned Regular City Council Meeting (Study Session) in the Police/Fire Conference Room 400/420 15th Street, in said City.

**Tatyana Roujenova-Peltekova
Recording Secretary**

**Mark Burton
Mayor**

ATTEST:

**Liza Tamura
City Clerk**

City of Manhattan Beach

1400 Highland Avenue
Manhattan Beach, CA 90266



Meeting Minutes - Draft

Wednesday, July 8, 2015

1:00 PM

Adjourned Regular Meeting

1:00 PM Closed Session - Police/Fire Conference Room

2:00 PM Study Session - Police/Fire Conference Room

City Council Study Session

Mayor Mark Burton

Mayor Pro Tem Tony D'Errico

Councilmember David Lesser

Councilmember Amy Howorth

Councilmember Wayne Powell

MANHATTAN BEACH'S CITY COUNCIL WELCOMES YOU!

BELOW ARE THE AGENDA ITEMS TO BE CONSIDERED. THE RECOMMENDED COUNCIL ACTION IS LISTED IMMEDIATELY AFTER THE TITLE OF EACH ITEM IN BOLD CAPITAL LETTERS.

A. CALL MEETING TO ORDER

The Closed Session Meeting of July 8, 2015, was called to order by Mayor Burton at 1:00 PM.

B. PLEDGE TO THE FLAG

City Manager Mark Danaj led the pledge to the flag.

C. ROLL CALL

Present 5 - Mayor Mark Burton, Mayor Pro Tem Tony D'Errico, Councilmember David J. Lesser, Councilmember Amy Howorth, and Councilmember Wayne Powell

D. CERTIFICATION OF MEETING NOTICE AND AGENDA POSTING

City Clerk Liza Tamura confirmed that the meeting was properly posted.

E. PUBLIC COMMENT

The following individual provided public comment:

Edward C. Caprielian

F. ANNOUNCEMENT IN OPEN SESSION TO BE DISCUSSED IN CLOSED SESSION

At 1:04 PM City Attorney Quinn Barrow read in the record the following Closed Session Items:

**1. PUBLIC EMPLOYEE ANNUAL PERFORMANCE EVALUATION
(Government Code Section 54957)**

Title: City Manager

2. CONFERENCE WITH LEGAL COUNSEL--ANTICIPATED LITIGATION**Government Code Sections 54956.9(d)(2) and 54956.9(d)(4)**

On June 16, 2015, the State Water Board adopted a final order resolving the petition for review filed on behalf of the City challenging the 2012 Los Angeles MS4 Permit ("Permit"). The City Council will consider authorizing defending any actions brought to challenge the final order and whether to initiate litigation in connection with the final order.

G. RECESS INTO CLOSED SESSION

The City Council recessed into Closed Session at 1:04 PM.

H. RECONVENE INTO OPEN SESSION

The City Council reconvened into Open Session at 1:55 PM.

I. CLOSED SESSION ANNOUNCEMENT IN OPEN SESSION

City Attorney Barrow announced that City Council went into Closed Session to discuss the items on the agenda. Regarding Agenda Item No. 1, the City Council provided direction to place an amendment on the City Manager's contract to extend the term and place the amendment on the July 21, 2015, Agenda for City Council consideration. Regarding Agenda Item No. 2, the City Council by a 5-0 vote authorized defending actions brought to challenge the State Water Board's final order. There was no other reportable action taken.

J. GENERAL BUSINESS

At 2:00 PM Mayor Burton opened the floor to public comment.

The following individual provided public comment:

Edward C. Caprielian

Seeing no further requests to speak, the Mayor closed the floor to public comment.

1. Council Discussion and Direction on Meeting Management (City Attorney Barrow/ Assistant City Manager Nader).

[15-0323](#)

DISCUSS AND PROVIDE DIRECTION

Assistant City Manager Nadine Nader provided a brief presentation on the staff report and the areas that will be discussed today regarding meeting end times, Consent Calendar items and public comment period.

Mayor Burton suggested that the City Council discuss the Consent Calendar issue first.

The City Council proceeded to discuss the issue at length.

Mayor Burton stated that it appears that City Council reached a consensus on this issue and directed staff to include this matter in a resolution where members of the public are no longer allowed to pull from the consent calendar, the practice of reviewing the agenda forecast items for the next agenda, and when items are pulled from the consent calendar to give the Mayor discretion to have that item heard as the first general business item or anywhere else on the agenda.

Assistant City Manager Nadar confirmed the comments from Councilmember Lesser and Mayor Burton and stated that the draft resolution would be presented at the July 21, 2015 Regular City Council Meeting.

City Council proceeded to discuss the next topic regarding the City Council Meeting times.

Mayor Burton expressed his support for having a hard stop for City Council Meetings, and suggested the end time be 10:30 PM.

Further discussion ensued about City Council Meeting times.

Mayor Burton asked all Councilmembers if there was support for implementing a hard stop time at 10:30 PM and any unfinished business being carried over to the next City Council Meeting as old business.

Councilmember Howorth, Councilmember Powell, Mayor Pro Tem D'Errico and Mayor Burton were in favor of this direction. Councilmember Lesser was not supportive of this direction because of his prior negative experiences with using a hard stop time.

Councilmem

Mayor Burton moved on to the next topic regarding public comment. He stated he believed there was great value to having public comments heard up front at a City Council Meeting and will lead to more engagement.

City Attorney Barrow also provided clarification on evidence relating to Public Hearings and taking public comment.

Mayor Burton stated that in most jurisdictions they allow for 5 minutes. The Mayor proposed limiting public comments to 2 minutes on one item, and if they want to speak on more than one item they will get 5 minutes.

Further discussion ensued regarding public comment period.

Mayor Burton asked Council if there was consensus to give direction to provide for public comment at the front of the meeting, 2 minutes for one item and more than one item 5 minutes.

Councilmember Howorth, Councilmember Powell, Mayor Pro Tem D'Errico and Mayor Burton were all in favor. Councilmember Lesser was not in favor of this direction.

Councilmember Lesser reiterated he was not in favor of this direction because he was concerned with the implementation and would be more comfortable with a block time period with Mayoral discretion.

Mayor Burton reiterated his reasons why he felt this approach would be more fair to the public and the community.

Councilmember Lesser stated he would hesitantly agree in the interest of consensus.

City Attorney Barrow reminded City Council that there is another item on the agenda that needs to be addressed involving miscellaneous meeting management techniques.

Discussion continued among City Council members about the proposed new agenda structure and when to hold Closed Session meetings.

Mayor Burton proposed having a designated section for Closed Sessions at the beginning and end of the meeting.

Discussion continued among City Councilmembers.

Councilmember Lesser suggested creating a new section on the agenda to address items removed from the Consent Calendar after General Business, Old Business and New Business.

Mayor Burton reiterated that the compromise for Closed Sessions would be a standing slot at the front and the back of the meeting agenda. He also asked the City Attorney if City Council would retain the discretion to hold Closed Sessions at the beginning or the end of a City Council Meeting.

City Attorney Barrow confirmed that City Council would retain discretion.

The City Council was unanimous that this was the direction to provide staff and return with a draft resolution at the next Regular City Council Meeting.

K. OTHER COUNCIL BUSINESS, COMMITTEE AND TRAVEL REPORTS, FUTURE DISCUSSION ITEMS

None.

L. ADJOURNMENT

At 3:19 PM. Mayor Burton adjourned the July 8, 2015, Adjourned Regular Meeting - Closed Session to the 2:00 PM, July 15, 2015, Adjourned Regular Meeting - Closed Session in City Council Chambers, in said city.

Agenda Date: 7/21/2015

TO:

Honorable Mayor and Members of the City Council

THROUGH:

Mark Danaj, City Manager

FROM:

Bruce Moe, Finance Director
Henry Mitzner, Controller

SUBJECT:

Conduct Public Hearing Regarding the Annual Storm Water Service Charge for Fiscal Year 2015-2016 (Finance Director Moe).

- a) **CONDUCT A PUBLIC HEARING**
 - b) **ADOPT RESOLUTION NO. 15-0025**
-

RECOMMENDATION:

Staff recommends that the City Council conduct a public hearing on the annual storm water service charge for fiscal year 2015-2016, and adopt Resolution No. 15-0025.

FISCAL IMPLICATIONS:

The storm water fee currently generates approximately \$346,000 annually. As indicated in the adopted 2015-2016 budget, a General Fund subsidy of \$841,000 will be required to fund operations of \$1,122,129 and capital improvements of \$600,215.

Under present conditions, the General Fund subsidy offsetting Storm Drain deficits will continue indefinitely. In addition to the subsidy there is unreimbursed overhead support from the General Fund of \$161,191 as determined by the periodic cost allocation plan. As costs escalate due to mandates for clean water and storm water treatment, the General Fund support will also grow unless action is taken to increase the fee.

The FY 2015-2016 budget includes funding for community outreach and polling on the need for increased funding for this high priority service that impacts the cleanliness of our beach and ocean. Staff will return to the City Council later in the fiscal year with more information and a plan for these next steps.

BACKGROUND:

The City levies an annual storm water service charge on each parcel of real property in the

City. The fee is levied to finance the costs of on-going operation and maintenance of storm water facilities and services. The fee is based on an engineering analysis of the City's storm drain requirements performed in 1996 by an outside consultant. The typical fee is \$19.12 per year per single family residence. The fee has remained unchanged since the passage of Proposition 218 in 1996.

DISCUSSION:

The storm water fee is collected each fiscal year via the County of Los Angeles consolidated property tax bill. The City submits such charges to the County each year by the August due date specified by the County Auditor in order to include the fee on the property tax bills issued in October.

In order to include the fee on the property tax bill, the City Council must hold a public hearing, at which time the City Council considers all objections and protests regarding the proposed levy of the fee for Fiscal Year 2015-16. Assuming there is not a majority protest, the City Council may then order that the charge be collected for Fiscal Year 2015-16 on the County of Los Angeles tax roll.

The notice of this hearing was properly published in *The Beach Reporter* on July 9, 2015 and July 16, 2015.

CONCLUSION:

Staff recommends that the City Council conduct a public hearing on the annual storm water service fee for fiscal year 2015-2016, and assuming an insufficient majority protest, adopt Resolution No. 15-0025 thereby ordering collection of the fee through the County of Los Angeles consolidated property tax bill.

Attachment:

1. Resolution No. 15-0025

RESOLUTION NO. 15-0025

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MANHATTAN BEACH APPROVING A REPORT IN CONNECTION WITH THE STORM WATER SERVICE CHARGE AND ORDERING THAT SUCH CHARGE BE COLLECTED ON THE TAX ROLL

THE CITY COUNCIL OF THE CITY OF MANHATTAN BEACH HEREBY FINDS, DETERMINES, ORDERS AND RESOLVES AS FOLLOWS:

Section 1. The City Council finds:

A. The City levies an annual storm water service charge (the "Charge") on each parcel of real property in the City. The Charge is levied to finance the costs of on-going operation and maintenance of storm water facilities and services ("Storm Water Services").

B. As authorized by Section 5473 of the California Health and Safety Code, the Charge is collected for each fiscal year on the County of Los Angeles tax roll in the same manner, by the same persons, and at the same time as, together with and not separately from, the general taxes of the City.

C. A written report (the "Report") has been filed with the City Clerk, containing a description of each parcel of real property receiving Storm Water Services and the amount of the Charge for each such parcel for Fiscal Year 2015-16 (commencing July 1, 2015 and ending June 30, 2016). Such Report is on file in the office of the City Clerk and incorporated herein by reference.

D. The City Clerk caused notice of a hearing on the Report to be published in The Beach Reporter July 9, 2015, and July 16, 2015.

E. The City Council held a public hearing on the Report on July 21, 2015. At such hearing, the City Council heard and considered all objections and protests, if any, to the Report and all testimony regarding the proposed levy of the Charge for Fiscal Year 2015-16.

Section 2. The City council hereby overrules any and all objections to the Report; determines that no majority protest against the Report, determined in accordance with Health and Safety Code Section 5473.2, exists; approves and finally adopts the Report as filed; determines that the Charge for Fiscal Year 2015-16 against each parcel described in the Report shall be as described in the Report; and orders that the Charge shall be collected for Fiscal Year 2015-16 on the County of Los Angeles tax roll in the same manner, by the same persons, and at the same time as, together with and not separately from, the general taxes of the City.

Section 3. The City Clerk is directed to file a copy of the Report, with a statement endorsed on the Report over the City Clerk's signature that the Report has been approved and finally adopted, with the City Treasurer on or before August 6, 2015.

Section 4. The City Clerk is directed to file a copy of the Report, with a statement endorsed on the Report over the City Clerk's signature that the Report has been approved and finally adopted, with the County Auditor of the County of Los Angeles on or before August 6, 2015.

Section 5. The City Clerk is authorized to take such other action as is required to implement this Resolution.

PASSED, APPROVED AND ADOPTED this 21st day of July 2015.

MARK BURTON
Mayor, City of Manhattan Beach

ATTEST:

LIZA TAMURA
City Clerk

Agenda Date: 7/21/2015

TO:

Honorable Mayor and Members of the City Council

THROUGH:

Mark Danaj, City Manager

FROM:

Marisa Lundstedt, Community Development Director
Mark Leyman, Parks and Recreation Director
Laurie B. Jester, Planning Manager
Eric Haaland, Associate Planner
Jessica Vincent, Recreation Manager

SUBJECT:

Conduct Public Hearing and Adoption of Resolution No. 15-0044 for a Coastal Development Permit to Allow a Program for Recreational Beach Rentals and a Welcome/Information Center in the Sand Lot South of the Lower South Pier Parking Lot (Community Development Director Lundstedt and Parks and Recreation Director Leyman).

ADOPT RESOLUTION NO. 15-0044

RECOMMENDATION:

Staff recommends that the City Council adopt Resolution No. 15-0044 approving a Coastal Development Permit for the Welcome/Information Center and Recreational Beach Rentals in the Sand Lot South of the Lower South Pier Parking Lot annually from April through September, beginning in 2016.

FISCAL IMPLICATIONS:

If approved, under the terms of the attached contract, the operator, Nikau Kai Waterman Shop will pay the City 15% of the monthly gross receipts. As per the agreement with the State of California, any charges, fees, or collections made by CITY for services, benefits, or accommodations to the general public shall be limited to actual needs for maintenance, control, operation, and improvements of said property."

BACKGROUND:

In summer 2014, staff partnered with Nikau Kai on a trial program, to provide information, referral and beach rentals in the sand lot south of the lower pier parking lots. On a daily basis, Nikau Kai staff placed a 10 foot by 10 foot canopy in the sandy lot and provided surf,

paddle, and boogie boards for rentals. In addition, they placed a trailer in the sand lot to store equipment. Feedback from the community was positive and visitors enjoyed the opportunity to rent a surf, paddle, or boogie board, or learn about city sponsored beach programs. Additionally, visitors were guided on dining and shopping options. Although bike rentals were not included in the 2014 program, the majority of rental inquiries were for bicycles.

Due to the success of the program, staff issued a request for quotations (RFQ) to provide beach rentals and information and referral in the sand lot south of the lower south Pier parking lot.

DISCUSSION:

During the City Council meeting on June 2, 2015, City Council approved the proposal from Nikau Kai Waterman Shop to continue the seasonal pilot program to provide beach rentals and a Welcome/Information Center in the Sand Lot South of the lower South Pier Parking Lot. The program was intended to launch in summer 2015; however, if no appeal is made to the Coastal Commission the earliest the operation would be ready to open is September 16, 2015, as the agreement term would begin on August 19, then the vendor needs up to six weeks to purchase and retrofit the facility.

The Welcome/Information Center will provide a total beach experience to visitors and locals by providing referrals for beach programs, and dining and shopping in Manhattan Beach. The Welcome Center will also increase recreational opportunities and access to the beach through beach equipment rental services to include surfboards, stand up paddle boards, body boards, a maximum of 8 beach cruisers, and beach equipment. Additionally, the selected vendor has proposed to retail beach and bike essentials, such as sunscreen, bike locks, sunscreen, beach towels, water, sports drinks, sand toys, waterproof cases, frisbees, volleyballs, hats, fin keys, wax, leashes, energy bars, energy gels, sunglasses, bike locks, bike multi-tools, tire repair kits, intertubes, brake pads, chains, bells, lights, and baskets. Based on City Council direction, there will be no advertisements on the facility.

Given the timing of the permit process, Nikau Kai Waterman Shop has proposed to operate the Welcome Center from April 1, 2015 through Labor Day to capture visitors during spring recess. The hours of operation would be 9 am to 7 pm daily. Upon completion of the season, the vendor will be responsible for storing the container offsite.

In addition to the attached City agreement, Staff has sent a request of the proposed operating plan to the State of California for use of the sandy triangle lot.

Staff will provide a status update to the City Council upon completion of the first six month trial period.

Environmental Review

The proposed temporary program is exempt from the provisions of the California Environmental Quality Act (CEQA). Per the CEQA Guidelines, the program is exempt pursuant to the following provisions: Section 15304 (e), "Minor Alterations to Land;" and Section 15311 (c), "Accessory Structures;"

The proposed project is a removable facility adjacent to a public beach in which the project

will not result in any degradation or alteration to the condition of land, water or vegetation.

Coastal Development Permit

The beach area is located within the Open Space (OS) district of the City's Zoning Code and is regulated by the provisions of the City's certified Local Coastal Program. The Open Space District allows "Park and Recreation Facilities," as a permitted use. The proposed welcome/rental facility would be an incidental component of the overall beach recreational use, as an accessory use, similar to snack bar, lifeguard, and maintenance facilities.

The required coastal permit notice was published in the Beach Reporter and mailed to owners and residents of properties within 100 feet of the parcel on which the facility is to located, as well as to interested parties. Notice of the City Council's action on of the permit will be provided to the California Coastal Commission. The Coastal Commission will then initiate an appeal period, which could result in further review of the project extending at least 7 weeks beyond a City Council approval date. Staff's review of the coastal development permit finds the proposed installation to be consistent with the City's coastal program as follows:

The structures would serve beach users to enhance their coastal experience, and not obstruct access ways within the coastal zone. The project will provide a multi-faceted visitor serving use. While the use will occupy some space near the beach, access to the beach, Strand, bike path and pier will not be obstructed. The removable facility would be located at the base of a retaining wall supporting The Strand, adjacent to existing utility structures where coastal views would not be significantly affected.

PUBLIC OUTREACH/INTEREST:

Staff delivered the staff report to FunBunns Beach Rentals in Downtown Manhattan Beach and personally notified residents along The Strand adjacent to the proposed site.

CONCLUSION:

Staff recommends that the City Council adopt Resolution No. 15-0044 approving a Coastal Development Permit for the Welcome/Information Center and Recreational Beach Rentals in the Sand Lot South of the Lower South Pier Parking Lot from April through September 2016.

Attachments:

1. Resolution 15-0044
2. Nikau Kai Waterman Shop Agreement to Operate Welcome/Information Center

RESOLUTION NO. 15-0044

A RESOLUTION OF THE MANHATTAN BEACH CITY COUNCIL APPROVING A COASTAL DEVELOPMENT PERMIT APPROVING A TEMPORARY FACILITY FOR INFORMATION, BIKE RENTALS, BOARD RENTALS, AND OTHER BEACH ITEM RENTALS ON PROPERTY LOCATED AT THE SOUTH SIDE OF THE LOWER MANHATTAN BEACH PIER PARKING LOTS BETWEEN THE STRAND AND THE BEACH BIKE PATH, IN THE CITY OF MANHATTAN BEACH (CA 15-21)

THE MANHATTAN BEACH CITY COUNCIL HEREBY FINDS, RESOLVES AND DETERMINES AS FOLLOWS:

SECTION 1. The City of Manhattan Beach (“Applicant” or “City”) has applied for a coastal development permit (“Permit” or “CA 15-21”) to allow installation of a temporary facility for information, bike rentals, board rentals, and other beach item rentals. The Project includes removable structures located on an unused sandy area, adjacent to the South Lower Pier Parking Lot, between The Strand (walkway raised above) and the County Bikepath. The Applicant is seeking to install and operate the facility for beach and bikepath users during peak season between April and September annually.

SECTION 2. The Project is Categorically Exempt from the requirements of the California Environmental Quality Act (CEQA), pursuant to Section pursuant to Sections 15304(e) "Minor Alterations to Land", and 15311(c) "Accessory Structures". The project will not individually nor cumulatively have an adverse effect on wildlife resources, as defined in Section 711.2 of the Fish and Game Code.

SECTION 3. On July 21, 2015, the City Council conducted a duly noticed public hearing on the Project, at which time it received oral and written testimony.

SECTION 4. Based upon the evidence presented at the public hearing, the City Council hereby finds that the Project, as conditioned herein, is in accordance with the objectives and policies of the Manhattan Beach Coastal Program, including Policies I.A.1 – I.A.3 regarding accessways, traffic flow, parking, and pedestrian access, as follows:

- a) The proposed removable structures comply with the applicable standards of the Manhattan Beach Coastal Program Zoning Code.
- b) The structures shall not obstruct accessways within the coastal zone. While they will occupy some space near the beach, access to the beach, Strand, bike path, pier, and pier parking lots to the coastline and surrounding beach area shall remain available.
- c) No significant displacement of coastal views will occur since the low-profile structures will be located below Strand level, abutting existing utility structures, and a retaining wall supporting The Strand.
- d) Installation and use of the structures shall be subject to the restrictions implemented by the City.

SECTION 5. Based upon the foregoing, the City Council hereby approves the proposed Coastal Development Permit for installation of a temporary facility for information, bike rentals, board rentals, and other beach item rentals, annually between the months of April and September, subject to the conditions listed below. The Permit will be implemented in conformance with all provisions and policies of the Certified Manhattan Beach Local Coastal Program (LCP) and all applicable development regulations of the LCP - Implementation Program.

1. The Project shall be in substantial conformance with the plans and information submitted to, and approved by the City Council on July 21, 2015.
2. The subject Coastal Development Permit will be implemented in conformance with all provisions and policies of the Certified Manhattan Beach Local Coastal Program (LCP) and all applicable development regulations of the LCP - Implementation Program.
3. Pursuant to Public Resources Code section 21089(b) and Fish and Game Code section 711.4(c), the project is not operative, vested or final until the required filing fees are paid.

SECTION 6. Pursuant to Government Code Section 65009 and Code of Civil Procedure Section 1094.6, any action or proceeding to attack, review, set aside, void or annul this decision, or concerning any of the proceedings, acts, or determinations taken, done or made prior to such decision or to determine the reasonableness, legality or validity of any condition attached to this decision shall not be maintained by any person unless the action or proceeding is commenced within 90 days of the date of this resolution and the City Council is served within 120 days of the date of this resolution. The City Clerk shall send a certified copy of this resolution to the applicant, and if any, the appellant at the address of said person set forth in the record of the proceedings and such mailing shall constitute the notice required by Code of Civil Procedure Section 1094.6.

SECTION 7. . This Resolution constitutes the Coastal Development Permit for the Project and shall take effect immediately. The Project may not be implemented until all time limits for appeal to the Coastal Commission (if applicable) set forth in the Manhattan Beach Local Coastal Program - Implementation Program Section A.96.160 have expired.

SECTION 8. The City Clerk shall certify to the adoption of this resolution.

PASSED, APPROVED and ADOPTED this 21st day of July, 2015.

Ayes:
Noes:
Absent:
Abstain:

Mark Burton, Mayor
City of Manhattan Beach, California

ATTEST:

Liza Tamura, City Clerk



City of Manhattan Beach

Parks & Recreation

Phone: (310) 802-5448
FAX: (310) 802-5051
TDD: (310) 546-3501

LICENSE AGREEMENT BETWEEN NIKAU KAI WATERMAN SHOP, INC. AND THE CITY OF MANHATTAN BEACH FOR USE OF CITY PROPERTY TO PROVIDE BEACH WELCOME CENTER AND BEACH EQUIPMENT RENTALS.

THIS AGREEMENT is made and entered into on this day of _____
2015 ("Effective Date") by and between the City of Manhattan Beach, a
municipal corporation ("City") and Nikau Kai Waterman Shop, Inc. a California
corporation ("Licensee") (collectively, the "Parties").

RECITALS

A. Licensee wishes to provide Beach Welcome Center and Beach Equipment Rentals and Retail (Exhibit A) at the sand lot south of the lower south pier parking lot in the City of Manhattan Beach. (Exhibit B).

B. City desires to allow Licensee to use City property to rent beach activity equipment pursuant to the terms stated in this Agreement.

NOW, THEREFORE, in consideration of the foregoing and the mutual covenants herein, the Parties agree as follows:

Section 1. Premises. City hereby grants Licensee a nonexclusive license to use the sand lot south of the lower south pier parking lot in the City, as indicated in Exhibit A ("Premises") for the purposes stated in this Agreement in exchange for a portion of the gross receipts generated by the rentals provided at the Premises.

Section 2. Term of Agreement. This Agreement shall commence on the Effective Date and shall terminate on September 30, 2016 unless sooner terminated by City.

Section 3. Payment. For the rights granted hereunder, Licensee shall pay City 15% of the monthly gross receipts from rental activities held at the Premises, to be paid to City on a monthly basis ("License Fee") no later than the 15th of each month. Such License Fee shall be separate from and supplemental to any amount owed to the

City for any other license or permit, including a business license. Contractor shall submit an annual gross receipts report to City by December 15, 2016.

Section 4. City's Obligation. City's sole obligation is to grant Licensee the license stated in Section 1 of this Agreement. City shall not be liable for any injuries or damages related to the use of Premises by Licensee, or Licensee's clients or invitees, or any damage or injury related to the use of any paddle boards rented by Licensee.

Section 5. Use of Premises.

(a) Licensee shall use the Premises only for the purpose of providing beach activity equipment concessions (Attachment B).

(b) Licensee shall not damage the Premises. Licensee shall maintain the Premises in a good, safe, neat, and sanitary condition to the satisfaction of the City.

(c) Licensee shall not use the Premises for any immoral or unlawful purpose, and shall comply with all Local, State, and Federal laws and regulations.

(d) Licensee shall leave open an emergency access lane at all times.

Section 6. Insurance.

(a) Licensee shall at all times during the term of this Agreement carry, maintain, and keep in full force and effect, insurance as follows:

(1) A policy or policies of Comprehensive General Liability Insurance, with minimum limits of \$2,000,000 for each occurrence, combined single limit, against any personal injury, death, loss, or damage resulting from the wrongful or negligent acts by Contractor.

(2) A policy or policies of Comprehensive Vehicle Liability Insurance covering personal injury and property damage, with minimum limits of \$1,000,000 per occurrence combined single limit, covering any vehicle utilized by Contractor in performing the Scope of Work required by this Agreement.

(3) Workers' compensation insurance as required by the State of California.

(b) The policy or policies required by this Agreement shall be issued by an insurer admitted in the State of California and with a rating of at least A-;VII in the latest edition of Best's Insurance Guide.

(c) Licensee agrees that if it does not keep the aforesaid insurance in full force and effect City may either immediately terminate this Agreement or, if insurance is available at a reasonable cost, City may take out the necessary insurance and pay, at Licensee's expense, the premium thereon.

(d) At all times during the term of this Agreement, Licensee shall maintain on file with the City Clerk a certificate or certificates of insurance on the form approved by the City's Risk Manager, showing that the aforesaid policies are in effect in the required amounts. Licensee shall, prior to commencement of work under this Agreement, file with the City Clerk such certificate or certificates. The general liability insurance and vehicle insurance shall contain an endorsement naming the City as an additional insured. All of the policies required under this Agreement shall contain an endorsement providing that the policies cannot be canceled or reduced except on thirty (30) days prior written notice to City, and specifically stating that the coverage contained in the policies affords insurance pursuant to the terms and conditions as set forth in this Agreement.

(e) The insurance provided by Licensee shall be primary to any coverage available to City. The policies of insurance required by this Agreement shall include provisions for waiver of subrogation.

(f) Any deductibles or self-insured retentions must be declared to and approved by City. At the option of City, Licensee shall either reduce or eliminate the deductibles or self-insured retentions with respect to City, or Contractor shall procure a bond guaranteeing payment of losses and expenses.

Section 7. Indemnification. Licensee shall defend, indemnify, and hold City, and its elected officials, officers, agents and employees free and harmless from any claim, liability or financial loss (including, without limitation, attorneys' fees and costs), injuries to property or persons (including without limitation, attorneys' fees and costs) arising out of any acts or omissions of Licensee, its officials, officers, employees or agents in connection with the performance of this Agreement or the use of the Premises, except for such claim, liability or financial loss or damage arising from the gross negligence, sole negligence, or willful misconduct of the City, as determined by final arbitration or court decision or by the agreement of the Parties. Licensee shall defend City, with counsel of City's choice, at Licensee's own cost, expense, and risk, and shall pay and satisfy any judgment, award, or decree that may be rendered against City. Licensee shall reimburse City for any and all legal expenses and costs incurred by City in connection therewith or in enforcing the indemnity herein provided. Licensee's obligation to indemnify shall not be restricted to insurance proceeds, if any, received by Licensee or City. All duties of Licensee under this Section shall survive termination of this Agreement.

Section 8. Audit.

(a) Licensee shall maintain accurate books and records in connection with the amount of gross receipts paid to City, including the basis for such amount, for a period of at least three years following the conclusion of each agreement year. City shall have the right, upon reasonable notice being given to Licensee, to review and audit Licensee's records.

(b) If upon independent examination of Licensee's records and the data provided to City, City discovers that the amount due to City pursuant to this Agreement has been understated, City shall notify Licensee of the deficiency, and Licensee shall pay the City the amount of such deficiency plus interest thereon at the lesser of (i) the rate of ten percent (10%) or (ii) the maximum rate allowable by law from the date payment of such sums was due until the date paid. If such independent examination reflects an underpayment of five percent (5%) or more of the sums due during the relevant period, Licensee shall pay City's reasonable costs of such examination.

Section 9. Termination.

(a) City shall have the right to terminate this Agreement for any reason or for no reason upon 30 calendar days' written notice to Licensee.

(b) In the event of termination or cancellation of this Agreement by City, Licensee agrees to cease use of the Premises within 30 calendar days of receipt of such notice.

Section 10. Permits. Licensee shall obtain and maintain during the term of this Agreement all necessary licenses, permits, and certificates required by law for the provision of services under this Agreement, including a business license.

Section 11. Assignment. This Agreement shall not be assigned, in whole or in part, by Licensee without the prior written approval of City. Any attempt by Licensee to so assign this Agreement or any rights, duties or obligations arising hereunder shall be void and of no effect.

Section 12. Notice. Any notices, bills, invoices, etc. required by this Agreement shall be deemed received on (a) the day of delivery if delivered by hand during the receiving party's regular business hours or by facsimile before or during the receiving party's regular business hours; or (b) on the second business day following deposit in the United States mail, postage prepaid, to the addresses set forth below, or to such other addresses as the parties may, from time to time, designate in writing pursuant to this section.

If to City: City Hall
 1400 Highland Avenue
 Manhattan Beach, California 90266
 Attn: Jessica Vincent, Recreation Manager

With a copy to: City Hall
 1400 Highland Avenue
 Manhattan Beach, California 90266
 Attn: Quinn M. Barrow, City Attorney

If to Licensee: Nikau Kai, Inc.
1300 Highland Avenue #103
Manhattan Beach, CA 90266
Attn: Jason Shanks

With a copy to: Jason Shanks
2318 Park Avenue
Hermosa Beach, CA 90254

Section 13. Attorneys' Fees. If either Party commences an action against the other Party arising out of or in connection with this Agreement, the prevailing Party in such action shall be entitled to have and recover from the losing Party all of its attorneys' fees and other costs incurred in connection therewith.

Section 14. Entire Agreement; Amendment. This Agreement represents the entire integrated agreement between City and Licensee, and supersedes all prior negotiations, representations or agreements, either written or oral. This Agreement may be amended only by a written instrument signed by both City and Licensee.

Section 15. Governing Law and Venue. The interpretation and implementation of this Agreement shall be governed by the domestic law of the State of California. Any action commenced related to or concerning this Agreement shall be filed in the appropriate court in Los Angeles County.

Section 16. City Not Obligated to Third Parties. City shall not be obligated or liable under this Agreement to any party other than Licensee.

Section 17. Severability. Invalidation of any provision contained herein or the application thereof to any person or entity by judgment or court order shall in no way affect any of the other covenants, conditions, restrictions, or provisions hereof, or the application thereof to any other person or entity, and the same shall remain in full force and effect.

[Signatures begin next page]

EXECUTED on the date first written above in Manhattan Beach, California.

CITY OF MANHATTAN BEACH

LICENSEE

MARK DANAJ
City Manager



ATTEST



LIZA TAMURA
City Clerk

APPROVED AS TO FORM



QUINN M. BARROW
City Attorney

APPROVED AS TO CONTENT



MARK LEYMAN
Director, Parks & Recreation

EXHIBIT A
SCOPE OF SERVICES

Contractor shall provide the following tasks and services upon request by City.

1. **Provide a beach concession/welcome information center to include the following:**
 - a. Contractor shall provide a portable facility that is a maximum of 30x10 feet
 - b. Contractors shall install and remove portable facility by October 1.
 - c. Contractor shall maintain the facility and ensure the area around the facility is clean and free of debris
 - d. Contractor shall provide and maintain an ADA compliant access way
 - e. Contractor shall be open for beach equipment rentals and an information center 9am to 7pm daily.
 - f. Contractor must remain closed during the International Surf Festival (July 31-August 2) and Manhattan Beach Open Volleyball Tournament (August 10-16)
 - g. Contractor shall provide and maintain the following beach and rental equipment:
 - i. Maximum of 8 Bikes (locks and helmets included in rental)
 - ii. Maximum of 10 Surfboards
 - iii. Maximum of 8 Stand Up Paddleboards
 - iv. Maximum of 20 Bodyboards
 - v. Volleyballs
 - vi. Chairs
 - vii. Beach Chairs
 - viii. Umbrellas
 - h. Contractor shall stock and merchandise:
 - i. Sunscreen
 - ii. Beach Towels
 - iii. Water
 - iv. Sports drinks
 - v. Sand toys
 - vi. Waterproof cases
 - vii. Frisbees
 - viii. Volleyballs
 - ix. Hats

- x. Fin keys
- xi. Wax
- xii. Leashes
- xiii. Energy bars
- xiv. Energy Gels
- xv. Sunglasses
- xvi. Bike Locks
- xvii. Bike multi-tools
- xviii. Tire repair kits
- xix. Intertubes
- xx. Bottle cages
- xxi. Water bottles
- xxii. Brake pads
- xxiii. Chains
- xxiv. Bells
- xxv. Lights
- xxvi. Baskets

Exhibit B

Contractor shall place a 30x10 foot container as indicated in the site plan below.



Agenda Date: 7/21/2015

TO:

Honorable Mayor and Members of the City Council

THROUGH:

Mark Danaj, City Manager

FROM:

Quinn Barrow, City Attorney and Michael Estrada, Assistant City Attorney
Nadine Nader, Assistant City Manager

SUBJECT:

Meeting Management Resolution (City Attorney Barrow/Assistant City Manager Nader).
INVITE PUBLIC COMMENTS AND CONSIDER ADOPTING RESOLUTION NO. 15-0048

RECOMMENDATION:

Staff recommends that after receiving public comments, the City Council adopt Resolution No. 15-0048, amending the rules of order for the conduct of City Council meetings.

FISCAL IMPLICATIONS:

There are no fiscal implications associated with this action.

BACKGROUND:

The Manhattan Beach City Council has adopted a series of resolutions that established rules of order for the conduct of City Council meetings. The Brown Act requires that city councils adopt rules for “the conduct of business.” The Brown Act requires that every meeting be public and that the agenda provide an opportunity for members of the public to directly address the council “before or during” consideration of that item.

The Brown Act mandates that city councils adopt reasonable regulations to ensure the intent of the Brown Act is carried out. The primary intent of the Brown Act is that the people’s business be conducted openly and transparently, with comments from the largest number of members of the public before a council takes action on any item.

Periodically, the City Council reviews and amends the rules of order to facilitate the efficient and transparent conduct of the City’s business. On July 8, 2015, the City Council considered a number of different concepts designed to facilitate the efficient and transparent conduct of the City’s business at a reasonable hour as well as to facilitate a meeting in which more members of the public may address the Council. The City received input that

conducting business after 10:30 p.m. at night is contrary to the principles of open government and transparency because few people are still in attendance at the meeting. Moreover, many members of the public have either stopped attending council meetings or have left council meetings because items of interest to them are not considered until after 10:30 p.m., or as late as after midnight.

The general consensus from the July 8, 2015 meeting is that meetings are too long, important business is being considered too late and the public is not getting an opportunity to provide valuable comments at a reasonable hour. The Council felt that more people would attend and comment on agenda items if they knew that the Council would provide that opportunity between around 6:30 p.m. to 7:00 p.m.

As a result, the Council directed staff to draft a resolution that would facilitate: (1) attracting the largest number of speakers to address the council at a reasonable time prior to any council action; (2) conducting city business at a reasonable time; (3) greater transparency; and (4) conducting city business more efficiently.

DISCUSSION:

The Ralph M. Brown Act (California Government Code Section 54950 et.seq.), more commonly known as the “Brown Act,” is California’s “sunshine” law for local government. In a nutshell, the Brown Act requires local government business to be conducted at open and public meetings. Government Code Section 54950 declares that in enacting the Brown Act, “the Legislature finds and declares that the public commissions, boards and councils and the other public agencies in this State exist to aid in the conduct of the people’s business. It is the intent of the law that their actions be taken openly and that their deliberations be conducted openly.”

The Brown Act mandates that city councils adopt rules for “the conduct of business” (Government Code Section 54954). The Brown Act also requires that every agenda provide “an opportunity for members of the public to directly address the [council] on any item of interest to the public, before or during the [council’s] consideration of that item” (Government Code Section 54954.3(a)).

Government Code Section 54954.3(b) provides that city councils “may adopt reasonable regulations to ensure the intent of subdivision (a) is carried out, including but not limited to, regulations limiting the total amount of time allocated for public testimony on particular issues and for each individual speaker.” The intent of subdivision (a) is to provide an opportunity to the largest number of members of the public to directly address the council before the council takes action on any item.

The Little Hoover Commission is a bipartisan independent state oversight commission “dedicated to promoting economy and efficiency in California State Government” both on the state and local level. On June 25, 2015, the Commission issued a report titled, “Conversations for Workable Government.” The first sentence of the transmittal letter states: “First among the fundamental planks of clean, open government in a complex society such as California are transparency laws that balance the public’s right to observe and participate in government with officials’ need to effectively administer it.”

Thus, the key issue for the City is how to balance the public's right to observe and participate in government with the Council's need to effectively and efficiently administer it. Simply stated, how can the Council conduct the people's business openly and transparently at a reasonable time after receiving input from members of the public.

To that end, the Council gave direction to staff to draft a resolution addressing:

1. Council Meeting ending times
2. Consent Calendar Items
3. Public Comments
4. Order of Business

The first significant change in Draft Resolution No. 15-0048 is:

- **Council Meeting End Time at 10:30 p.m.**

In most cities, policy deliberations on the big policy items usually occur between 6:30 p.m. and 9:30 p.m. This approach ensures that members of the public who take time out of their busy schedules to attend Council Meetings on issues that are important to them, are able to provide comments prior to Council consideration and fully hear the Council's deliberations. In addition, hearing complex policy issues in the late evening or early morning hours for the Council is not the most desired approach for deliberation of policy decisions.

Section 5 of Draft Resolution No. 15-0048 has the following proposed order. Embedded in the proposed order is discussion (**in bold**) of the substantive changes.

1. Pledge to the Flag
2. Roll Call
3. Ceremonial
4. Approval of the Agenda
5. City Council and Community Organization Announcements of Upcoming

Events

Primarily for the purpose of announcing important upcoming City and Community Organization events at the earliest portion of the meeting, these announcements are consolidated.

6. City Manager Report

7. City Attorney Report

8. Public Comments

This is a significant and meaningful proposal: allowing members of the public to address the Council on any item within the Council's subject matter jurisdiction, including any item on the agenda, at the beginning of the meeting. This has been designed to provide a meaningful opportunity for the largest number of people to provide comments to the Council prior to the Council taking action on any agenda item. The Brown Act states: "Every agenda for regular meetings shall provide an opportunity for members of the public to directly address the legislative body on any item of interest to the public, before or during the legislative body's consideration of the item, that is within the subject matter jurisdiction of the legislative body." Government Code Section 54954.3.

The agendas for many cities contain a public comments section at the beginning of the meeting where speakers may comment on any item within the Council's subject matter jurisdiction, including items on the agenda. (In addition to this opportunity, speakers may address the council during each public hearing.) The primary beneficiaries of this model are (1) many busy people who may not be able to sit through an entire meeting are waiting for their opportunity to comment on an item on the agenda that may not be considered by the City Council until hours after the start of the meeting; (2) people who want to comment on the consent calendar; (3) the City Council, which can receive valuable comments from members of the public who would otherwise not attend a council meeting unless they can comment at a reasonable hour; and (4) staff, who will have additional time to research and prepare answers to questions raised at the beginning of the meeting by the public. This early opportunity to comment on the entire agenda has proven to be an effective and efficient way that other jurisdictions use to balance the public's right to observe and participate in government with officials' need to effectively administer it. Further, it will accomplish the City's goal of conducting the people's business openly and transparently at a reasonable hour with maximum comments from the greatest number of members of the public.

In our experience from other jurisdictions, five minutes is ample time for a member of the public to address the City Council. A recent example of this was the public comment on transient uses, where people eloquently and succinctly made their points in less than one and one-half minutes. The Council considered allowing just two minutes for speakers who want to speak on just one item, but the better practice is to allow up to five minutes. To manage time efficiently, the Mayor can be flexible (e.g., when many people want to speak on the same item, or if a speaker wants to speak on only one item.).

9. Planning Commission Quasi-Judicial Decisions

The Council recently adopted a "council review process" where any council member may call up for review a Planning Commission quasi-judicial decision (e.g., a

use or master use permit and amendments thereto, variance, subdivision map). There can be no discussion on these items. Either the council “receives and files,” or any councilmember can call the matter up for review, in which case a public hearing at a later date will be scheduled.

10. Consent Calendar

Items on the consent calendar are considered to be routine and customary and are enacted by a single motion with the exception of items removed by the City Council for individual consideration. The Mayor shall place such items removed to a later portion of the agenda. The only proposed changes here are: (1) only Council Members may “pull” consent items; and (2) “pulled” items will be heard earlier.

Few cities allow members of the public to “pull” items from the consent calendar. Speakers provide comments on consent calendar items during oral communications prior to the council considering the consent calendar. Occasionally, a speaker will request during oral communications that an item be pulled by a council member so that the public can listen to the council’s consideration and deliberation. In those instances, the speaker still must provide his or her comments during oral communications, not at the time the Council considers an item pulled off the consent calendar. It will be up to a Council Member if he or she feels that the item warrants pulling from consent. Further, in that the Council will review the draft agenda forecast at the end of the meeting, Council Members can provide comment as to whether a particular item should be on the consent calendar.

Additionally, the Council directed that the order of business be amended so that pulled consent calendar items are heard during general business, instead of at the end of the meeting. There is much efficiency to be gained by having the consent calendar items approved and out of the way before the larger policy discussions occur at a Council meeting. For instance, members of the public or business community who may be there to see how the Council votes on certain consent calendar items do not have to wait until the end of the meeting. Also, staff members or professional consultants (who usually receive overtime or an hourly rate) do not have to wait until the end of the Council meeting to answer questions.

11. Public Hearings

12. Old and Continued Business

This is the portion of the agenda where items continued or carried over from prior council meetings will be heard.

13. New Business

14. City Council Reports, Other City Council Business, and Committee and AB 1234
Travel Reports

15. Forecast Agenda and Future Discussion Items

Recognizing that the forecast agenda is subject to change by both the City Council or the City Manager, this provides a forecast to the public and provides an opportunity for the Council to consider managing the next agenda, including offering suggestions as to whether certain items should be consent calendar or business matters. The Council may provide direction to the City Manager, in part, through use of the forecast agenda and set deadlines with the understanding that the City Manager may make changes at times for internal operational efficiencies.

16. Informational items

This section is designed to provide more information to the public on items that do not require City Council action, such as, for example, minutes of Commissions.

17. Closed Sessions

A common practice is to have closed sessions at the end of the meeting. This will not preclude the Council from having closed sessions on days other than the regularly scheduled council meeting nights (currently first and third Tuesday of every month) or, when necessary, prior to 6:00 p.m. on such days, when necessary.

18. Adjournment

CONCLUSION:

Staff recommends that after receiving public comments, the City Council adopt Resolution No. 15-0048.

Attachments:

1. Resolution No. 15-0048
2. Order of Business (presented by the Mayor at City Council meeting on July 8, 2015.)

RESOLUTION NO. 15-0048

A RESOLUTION OF THE MANHATTAN BEACH CITY COUNCIL AMENDING AND RESTATING THE RULES OF ORDER FOR THE CONDUCT OF CITY COUNCIL MEETINGS

RECITALS

- A. California’s open meeting law, the Brown Act (Government Code Section 54950 et seq. (“Brown Act”)), mandates that city councils adopt rules for “the conduct of business” (Government Code Section 54954) and requires that agendas for regular meetings provide “an opportunity for members of the public to directly address the legislative body on any item of interest to the public” including agenda items before or during the legislative body’s consideration of the item that is within the subject matter jurisdiction of the legislative body (Government Code Section 54954.3). Periodically, the Manhattan Beach City Council reviews and amends its rules of order to facilitate the efficient and transparent conduct of the City’s business at a reasonable hour.
- B. Government Code Section 54954.3(b) provides that city councils “may adopt reasonable regulations to ensure the intent” of the Brown Act is carried out. The primary intent of the Brown Act is that the people’s business be conducted openly and transparently, after providing an opportunity to the largest number of members of the public to directly address the council before the council takes action on any item. The rules of order, as amended by the City Council, provide an opportunity for members of the public to directly address the City Council on any item on the agenda before consideration of the item, in full compliance with the Brown Act, at a reasonable time.
- C. The City Council desires to amend the rules of order to facilitate effective and efficient meeting management, greater transparency and meaningful public participation.

NOW, THEREFORE, THE MANHATTAN BEACH CITY COUNCIL HEREBY RESOLVES AS FOLLOWS:

Section 1. Resolution No. 13-0066 is hereby repealed.

Section 2. MEETING TIMES

- A. The regular meetings of the Manhattan Beach City Council shall be on the first and third Tuesday of each month beginning at 6:00 p.m. and ending at 10:30 p.m. on the same day. If the Council has not acted upon any item by 10:30, those items will be continued to the following City Council meeting as “Continued or Old Business,” unless the Mayor directs otherwise. Whenever the day for holding any of the meetings falls on a holiday, the meeting shall be held on the next business day unless otherwise ordered by the City Council at a prior meeting. The meetings shall be held in the Manhattan Beach City Hall City Council Chambers unless otherwise ordered by the City Council.

Section 3. AGENDA

- A. A written agenda shall be prepared for each City Council meeting.

- B. The agenda must contain a brief general description of each item of business to be transacted or discussed at that meeting.
- C. Each agenda shall contain a clear statement of the time and location of the meetings. Each agenda shall state that reports and documents relating to each agenda item (the "Agenda Packet") are available for public inspection at the City's main library and the Police Department at least 72 hours in advance of any regular Council meeting.
- D. The agenda shall be posted in full compliance with the Brown Act on bulletin boards outside each entrance to City Hall, in locations that are freely accessible to the public. The agenda is also posted on a bulletin board at the main library. The agenda also shall be posted on the City's website. The agendas and agenda packets may be provided via other electronic means. The person posting the agenda shall complete and sign a certificate of posting.
- F. The call and notice of a special meeting shall be posted in accordance with the Brown Act.
- G. Emergency meetings pursuant to Government Code Section 54956.5 and other applicable law can be held without complying with the agenda requirements of this Section 3.
- H. The City Council shall not take any action on any item which does not appear on the posted agenda except as follows in accordance with Government Code Section 54954.2:
 - 1. Emergency Situation. An emergency situation, as defined in Government Code Section 54956.5, exists. Before proceeding to act upon an emergency item not appearing on the agenda, the City Council shall by a majority vote determine that an emergency situation exists and that prompt action is required by the City Council. The Council shall include in the minutes of its meeting the facts upon which it relied in finding the existence of an emergency situation.
 - 2. Need to Take Action on Non-agenda Items. The City Council may act upon an item not appearing on the agenda if it finds, by a two-thirds vote of the members present at the meeting or if less than two-thirds of the members are present, by a unanimous vote of the members present, that there is a need to take immediate action on the non-agenda item and such need to act came to the Council's attention after the posting of the agenda. If such a determination is to be made, a statement of facts upon which the determination is based shall be included in the minutes supporting the action taken.
 - 3. Held Over Items. Items not appearing on the posted agenda for a specific meeting may be acted upon at that meeting if:
 - a. The item appeared on a properly posted agenda for a previous meeting;
 - b. The previous meeting occurred not more than five calendar days prior to the date of the meeting at which the item is proposed to be considered; and
 - c. The item was continued from the previous meeting to the meeting at which action is proposed to be taken.

Section 4. PUBLIC PARTICIPATION

A. REQUESTS FOR ITEMS TO BE PLACED ON AGENDA

1. Any person who wants the Council to consider an item shall submit a request, in writing, to the City Manager, with as much detail as possible.
2. The City Manager may either place the item on the agenda or respond to the request.

B. OPPORTUNITIES FOR PUBLIC COMMENT

1. City Council and Community Organization Announcements of Upcoming Community Events. Toward the beginning of the agenda, City Council Members and community organization representatives may provide brief announcements, not-to-exceed one minute in duration for any speaker, of upcoming community events.
2. Public Comment. Speakers may address the City Council on any item of interest to the public that is within the subject matter jurisdiction of the legislative body, including any item on the agenda, with the exception of public hearings. The Mayor may determine whether an item is within the subject matter jurisdiction of the City. Each speaker may speak for up to five minutes. Unless a majority of the Council objects, the Mayor may provide more or less time to speak.
3. Public Hearings. Speakers may address the City Council on the subject matter of the public hearing, in accordance with the following process:
 - a. The City Clerk shall certify that public hearing has been duly noticed and inform whether further correspondence has been received.
 - b. The Mayor shall open the public hearing.
 - c. Staff shall present its report on the matter.
 - d. The Mayor will invite the applicant (if applicable) and the appellant (if applicable) to present oral and written evidence.
 - e. The Mayor will invite members of the public to speak. The Mayor may inquire if there are many persons who wish to speak, and if so, to request that they appoint a spokesperson. Each speaker will be requested to provide his or her name for the record. The Mayor will provide three minutes to each speaker, unless the Mayor establishes a shorter or longer period.
 - f. The Mayor will provide an opportunity for rebuttal to the applicant and appellant.
 - g. The Mayor shall close the public hearing.
 - h. There will be no additional evidence presented after the close of the hearing unless the Mayor reopens the public hearing.
 - i. The Council may, by motion, continue the public hearing to a specific date and time. Such motion may be made either before or after the close of the public hearing.

Section 5. ORDER OF BUSINESS

A. The business of the City Council shall be considered in substantially the following order, except as may otherwise be ordered by the Mayor or a majority of the Council:

1. Pledge to the Flag
2. Roll Call
3. Ceremonial
4. Approval of the Agenda

By motion of the City Council, this is the time to notify the public of any changes to the agenda and/or rearrange the order of the agenda.

5. City Council and Community Organization Announcements of Upcoming Events (up to a maximum of one minute each)
6. City Manager Report
7. City Attorney Report
8. Public Comment

At this time, members of the public may address the Council regarding any items within the subject matter jurisdiction of the City Council, including any agenda item. Pursuant to the Brown Act, the Council cannot discuss or take action on any items not on the agenda unless authorized by law. Matters not on the agenda may, at the Council's discretion, be referred to the City Manager and placed on a future agenda.

Members of the public wishing to speak are asked to come forward to the microphone and state his or her name for the record. Each speaker may speak for up to five minutes. Unless a majority of the Council objects, the Mayor may provide more time or less time to the speaker. Any documents for review should be presented to the City Clerk for distribution.

9. Planning Commission Quasi-Judicial Decisions (receipt and file)
10. Consent Calendar

Items on the consent calendar are considered to be routine and customary and are enacted by a single motion with the exception of items removed by the City Council for individual consideration. The Mayor shall move such items removed to a later portion of the agenda.

11. Public Hearings
12. Old and Continued Business
13. New Business
14. City Council Reports, Other City Council Business, and Committee and AB 1234 Reports

Council members may provide brief reports, including reports on meetings and conferences attended at the expense of the City, and discuss any agenda item placed on the agenda by an individual Council Member at a prior meeting. As to items placed on the agenda by a Council Member, no staff time shall be incurred in connection with such item, other than incidental time, such as reproducing correspondence or making minor revisions to conform a resolution provided by an outside entity to the City's resolution format.

- 15. Forecast Agenda and Future Discussion Items
- 16. Informational items (for items that do not require Council action, such as minutes of city commissions.)
- 17. Closed Sessions
- 18. Adjournment

Section 6. RECORDING OF CITY COUNCIL VOTES

When deemed appropriate, and as required by State law, the votes taken by City Council shall be recorded by use of electronic means or an oral roll call vote by the City Clerk or designee.

Section 7. COUNCIL AUTHORITY

A super majority of the Council shall have the authority to waive provisions of the procedures established by this Resolution unless the procedure is required by law. Failure of the Council to follow the procedures established by this Resolution shall not invalidate or otherwise affect any action of the Council.

Section 8. This Resolution shall take effect immediately.

Section 9. The City Clerk shall certify to the adoption of this Resolution.

PASSED, APPROVED, AND ADOPTED July 21, 2015.

Ayes:
Noes:
Absent:
Abstain:

MARK BURTON
Mayor, City of Manhattan Beach

ATTEST:

LIZA TAMURA City Clerk

ORDER OF BUSINESS:

- **PLEDGE**
- **ROLL CALL**
- **CEREMONIAL**
- **APPROVAL OF THE AGENDA**
- **CITY COUNCIL AND COMMUNITY ORGANIZATION ANNOUNCEMENTS OF UPCOMING COMMUNITY EVENTS**
- **CITY MANAGER REPORT**
- **CITY ATTORNEY REPORT**
- **PUBLIC COMMENTS**
- **PLANNING COMMISSION DECISIONS (RECEIVE AND FILE)**
- **CONSENT CALENDAR (APPROVE)**
- **PUBLIC HEARINGS**
- **OLD BUSINESS**
- **NEW BUSINESS**
- **CITY COUNCIL REPORTS**
- **FORECAST AGENDA AND FUTURE DISCUSSION ITEMS**
- **INFORMATION ONLY**
- **CLOSED SESSION**
- **ADJOURN**

-
- **MEETING TIMES FROM 6 P.M. TO 10:30 P.M.**
 - **PUBLIC COMMENT WILL BE LIMITED TO 2 MINUTES FOR ONE ITEM AND 5 MINUTES FOR TWO OR MORE ITEMS**
 - **FORECAST AGENDA WILL BE USED TO MANAGE CM AND CA AND REVIEW CONSENT CALANDER ITEMS F OR NEXT MEETING**

Agenda Date: 7/21/2015

TO:

Honorable Mayor and Members of the City Council

THROUGH:

Mark Danaj, City Manager

FROM:

Quinn Barrow, City Attorney

SUBJECT:

Amendment Extending the Term of Employment Agreement with City Manager Mark Danaj (City Attorney Barrow).

APPROVE AMENDMENT OF EMPLOYMENT AGREEMENT WITH MARK DANAJ TO EXTEND THE TERM UNTIL JUNE 30, 2020

RECOMMENDATION:

Approve the attached amendment to the Employment Agreement, and direct the Mayor to execute the amendment.

BACKGROUND:

The City entered into an Employment Agreement with Mark Danaj in July of 2014, setting forth the terms of his engagement as City Manager. The Employment Agreement, which became effective on July 7, 2014, provided for an initial term of three years. The City Council conducted a performance review of Mr. Danaj on July 8, 2015. At the conclusion of the evaluation, the City Council directed the City Attorney to prepare an amendment to the Employment Agreement, extending the term until June 30, 2020.

DISCUSSION:

Mr. Danaj has brought stability to the organization, and has made significant progress towards achieving the annual goals set by the City Council. Among other things, Mr. Danaj has initiated a City-wide strategic planning process, presented the City Council with a balanced budget, attracted and retained top-notch employees, enhanced civic engagement efforts, and has become an integral part of the community in a very short time span. For continued organizational stability and employee morale, the City Council directed the City Attorney to draft an amendment to his contract to extend the term of the Employment Agreement until 2020.

CONCLUSION:

1. City Manager Employment Agreement
2. Amendment to City Manager Employment Agreement

**EMPLOYMENT AGREEMENT
BETWEEN THE CITY OF MANHATTAN BEACH AND MARK DANAJ**

RECITALS

- A. The City of Manhattan Beach (“City”) desires to hire a City Manager.
- B. Mark Danaj (“Employee”) represents that he is qualified to perform the duties of City Manager.
- C. The Parties acknowledge that the City Manager is committed to the ideals of the International City Management Association (“ICMA”). The Parties mutually desire that the City Manager be subject to and comply with the ICMA Code of Ethics.
- D. The City Manager commits to comply with the ICMA Code of Ethics.
- E. City and Employee wish to enter into an Employment Agreement that sets forth the rights and obligations of the parties.

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions herein contained, City and Employee agree as follows:

1. **TERM.** Employee shall commence his service on July 7, 2014 which shall also be deemed the effective date of this Agreement (“Effective Date”); provided, however, this Agreement will not be effective unless and until Employee actually reports for work and assumes the duties of City Manager, with the Effective Date adjusted accordingly. Unless sooner terminated as provided in this Agreement, the initial term of this Agreement shall be for three years from the Effective Date. However, nothing in this Agreement is intended to prevent employee from resigning with at least 90 days written notice.

2. **DUTIES AND AUTHORITY.** Employee shall exercise the powers and perform the duties of the position of City Manager as set forth in the Manhattan Beach Municipal Code (“Municipal Code”), the City’s personnel rules, regulations and procedures and the City Manager job description, as each of them currently or may in the future exist. At the option of the City, Employee shall serve as Executive Director of or a representative to any other authority or agency created by or staffed by City. Employee shall exercise such other powers and perform such other duties as City, by the City Council, may from time to time assign.

3. **EMPLOYEE’S OBLIGATIONS.** Employee shall devote his full energies, interests, abilities and productive time to the performance of this Agreement, and utilize his best efforts to promote City’s interests. Employee shall not engage in any activity, consulting service or enterprise, for compensation or otherwise (together “Outside Employment”), which is actually or potentially in conflict with or inimical to, or which materially interferes with, his duties and responsibilities to City. Additionally, Employee shall not undertake any Outside Employment except with the consent of the City Council.

4. SALARY AND BENEFITS.

A. Base Salary. City shall pay Employee a monthly base salary of \$20,833.33. At its sole discretion, the City Council shall consider merit adjustments commensurate with Employee's performance in accordance with the evaluation process pursuant to Section 5 of this Agreement. Employee's salary shall be subject to withholding and other applicable taxes, and shall be payable to Employee at the same time as other employees of City are paid. Employee shall be exempt from the overtime pay provisions of California law (if any) and federal law.

B. Employment Benefits. In addition to base salary, City shall provide to Employee the following benefits:

(1) Holidays. Employee shall be entitled to the holidays listed below, with pay. Employee's salary includes holiday pay. Accordingly, Employee shall not be entitled to any additional salary or compensation for working on a holiday.

- a. New Year's Day,
- b. Martin Luther King Day,
- c. President's Day,
- d. Memorial Day,
- e. Independence Day,
- f. Labor Day,
- g. Columbus Day,
- h. Veteran's Day,
- i. Thanksgiving Day,
- j. Friday following Thanksgiving Day, and
- k. Christmas Day.

(2) General Leave. Employee shall accrue general leave at the rate of 280 hours annually, prorated and credited each pay period. On the Effective Date, Employee shall be credited 160 hours of general leave so that Employee may take all or any portion of such 160 hours while accruing such leave under the terms of this Agreement. When possible, general leave shall be scheduled with the City Council at least two weeks in advance. Employee may accrue general leave not to exceed a limit of 840 hours. Once Employee's accrual reaches the 840-hour limit, all further accruals will cease and Employee will not be eligible for further accruals until his accrued general leave balance falls below the 840-hour limit.

(3) Group Medical, Dental and Vision Insurance. During the term of his employment, Employee and his eligible dependents shall participate in the City's CalPERS group medical program under the Public Employees' Medical and Hospital Care Act and dental and vision insurance plans in accordance with the terms and conditions of such act, plan or program on the same basis as Management/Confidential employees of the City.

(4) Life Insurance. Employee will receive City paid life insurance under the City's group policy with a benefit that is two times annual base salary, subject to a maximum of \$500,000. Medex Travel Assist will be included with the coverage.

(5) Automobile.

a. City shall provide to Employee a monthly automobile allowance of \$400.00. Such amount is designed to reimburse Employee for all costs associated with the use of Employee's automobile for City business, including but not limited to all applicable costs of automobile liability insurance, maintenance, operating expenses, depreciation and interest.

b. Employee shall maintain all records required by applicable California and federal law concerning use of such automobile, including without limitation records to substantiate personal and City-related use of such automobile.

c. Employee currently has an automobile liability insurance policy with \$100,000/300,000/50,000 maximum coverage, combined single limit coverage against any injury, death, loss or damage as a result of wrongful or negligent acts arising out of the operation of the automobile. Unless otherwise required by the City, Employee will maintain a policy with such coverage and limits throughout the term of this Agreement.

(6) Retirement Plan. Employee shall be covered by the Public Employees' Retirement System plan applicable to current miscellaneous employees of City in accordance with the terms and conditions of that plan as it now exists or as it may be changed from time-to-time in the future. In addition, City will provide a retiree medical benefit at the existing department head level until Medicare eligibility or age 65.

(7) Technology. At no cost to Employee, City shall provide Employee with the use of a City-owned laptop or tablet computer and a smart phone subject to applicable City policies and procedures.

(8) Long and Short Term Disability Insurance. Employee will receive City paid Long Term Disability coverage under the City's group policy with a plan benefit that pays 60% of salary after a 60-day waiting period. City shall pay the cost for the City's Short Term Disability Insurance plan.

(9) Professional Development and Civic Organization Dues.

a. City shall pay all reasonable and necessary business expenses, including travel, conference, meals, lodging and meeting expenses incurred in obtaining continuing education within the state and the ICMA annual meeting, in accordance with the City budget, resolutions and state law, as applicable. Upon prior City Council approval, City shall pay all reasonable and necessary business expenses, including travel, conference, meals, lodging and meeting expenses incurred outside the state. In addition, Employee will be eligible for a tuition and

textbook reimbursement benefit not to exceed \$2,500 per year for school attendance, according to the terms applicable generally to employees.

b. City shall pay all reasonable and necessary dues and fees for local or regional civic organizations in accordance with the City budget.

(10) Bonding. City shall bear the full cost of any fidelity or other bonds required of Employee under any law, or City ordinance or resolution by virtue of his employment with the City.

(11) Deferred Compensation Plan. Employee shall be entitled to participate, at Employee's sole expense, in the City's 457 deferred compensation plan in accordance with the terms and conditions of that plan. In addition, a City contribution of \$17,500 shall be made to a 401(a) plan and a City contribution equal to two percent of Employee's salary shall be made to a Retiree Health Savings Plan in accord with the terms, conditions and procedures of the 401(a) plan document and provisions of the Internal Revenue Code, including related regulations.

(12) Designation of Recipients Pursuant to Government Code Section 53245. Employee may file with the City a designation of a person who, notwithstanding any other provision of law, shall, on the death of Employee, be entitled to receive all warrants or checks that would have been payable to Employee had he survived. Employee may change the designation from time to time. Any person so designated shall claim such warrants or checks from the City. On sufficient proof of identity, City shall deliver the warrants or checks to the claimant. A person who receives a warrant or check pursuant to this section is entitled to negotiate it as if he or she were the payee.

(13) Additional Benefits. Employee shall be entitled to participate in City's healthcare and/or dependent care expense accounts at his own expense, subject to the applicable terms and conditions. Employee shall also be entitled to use City's on-site fitness center, subject to City policies for such use.

(14) Moving and Temporary Housing Allowance. As a result of accepting the position as City Manager with City, Employee will relocate from his current residence to another residence that is in or near the City. City shall reimburse or pay the expenses of moving his family and personal property, as follows:

a. Moving Allowance. In consideration for relocation, City shall reimburse or pay for actual and reasonable moving expenses, not to exceed \$15,000.00. Moving expenses may include professional labor (other than family, relatives and friends), packing services, packing supplies, rented moving equipment, transport, temporary storage and insurance. To be eligible for reimbursement, moving expenses must be incurred within one year of the Effective Date and submitted to City for reimbursement, with reasonable documentation, within six months after being incurred. The Employee shall provide evidence of actual moving expenses by securing quotations from three professional moving companies. The City Council, in its sole and absolute discretion, may extend these time limits for circumstances outside of Employee's control.

b. Temporary Housing Allowance. The City shall provide Employee with a temporary housing allowance for temporary housing located within the local area, up to in the amount of \$3,500 per month, for an initial period of up to three months. If Employee does not secure permanent housing within the initial three months, the City Council may approve an extension of the temporary housing allowance for up to three additional months. All applicable IRS regulations will apply to this temporary benefit.

c. Housing Search Allowance. City shall reimburse Employee for a total of 2 round trip air fares for Employee and his family (8 total tickets) at any time during the first year of employment to assist with house hunting and other facets of the transition and relocation process. Employee shall be reimbursed for actual lodging and meal expenses incurred by Employee or his family members on any such trips conducted prior to relocation.

(15) Housing Assistance. In order to facilitate Employee's relocation and establishment in the South Bay, City will provide housing assistance to Employee in substantially the following form: the City will provide a low interest loan up to a maximum of \$1,700,000 for the purchase of a residence in Manhattan Beach or within a reasonable distance from the City. Once the residence is identified, City and Employee will enter into a housing assistance agreement to provide for that loan. The housing assistance agreement shall include the following:

The loan shall be fully secured by a first mortgage on the residence.

The loan shall bear interest at the annual percentage rate of .733% (State of California the Local Agency Investment Fund (LAIF) rate as of March 30, 2014, plus .5%) for the first three years. Thereafter, City and Employee will negotiate the interest rate.

The loan shall be fully amortized over 30 years.

Loan payments shall be made monthly.

The loan can only be used for the purchase of his primary residence. It cannot be used for any other purpose, such as paying off an existing mortgage on another property.

The loan shall be due and payable 12 months after any of the following: Employee retires, the effective date of the termination of employment with City or Employee ceases to use the residence as his primary residence.

The loan shall be due and payable in the event Employee, without prior written approval of the City, sells or further encumbers or finances the residence or enters into any agreement to sell or further encumber or finance the ~~residence~~.

Employee shall be responsible for and pay all taxes imposed on the residence.

Employee shall provide customary homeowners insurance for the full amount of the

purchase price and City shall be named as additional insured on that insurance policy.

The loan agreement and all other required documents are subject to the review and approval of the City Council.

5. ANNUAL EVALUATIONS AND GOAL SETTING. Within the first 120 days of employment, the City Council will work with Employee to develop a plan for a citywide strategic planning process. On or before January 30, 2015, the City Council shall conduct an initial evaluation of Employee's performance, at which time the parties shall mutually prepare a written list of goals and objectives for the upcoming year. On or before each one-year anniversary of the initial evaluation, the City Council may conduct an annual evaluation of Employee's performance. During each annual evaluation, the City Council and Employee shall discuss the goals and objectives of the prior performance period and mutually establish performance goals and objectives to be met by Employee during the following year. Employee will request and schedule such reviews, as appropriate, pursuant to the City Council agenda procedures or as otherwise directed by the City Council. In addition, the City Council may, but is not required to, review Employee's salary and benefits as part of the evaluation process or at any other time. Nothing in this paragraph is intended to limit additional interim evaluations or reviews or to limit the normal communications process between the City Council and Employee.

6. INDEMNIFICATION. Except as otherwise permitted, provided, limited or required by law, including without limitation California Government Code Sections 825, 995, and 995.2 through 995.8, City will defend and pay any costs and judgments assessed against Employee arising out of an act or omission by Employee occurring in the course and scope of Employee's performance of his duties under this Agreement.

7. AT-WILL EMPLOYMENT RELATIONSHIP. Employee is employed at the pleasure of the City Council, and is thus an at-will employee. The City Council may terminate this Agreement and the employment relationship at any time without cause. Nothing in this Agreement shall prevent, limit or otherwise interfere with the right of the City to terminate the employment of Employee. City shall pay Employee for all services through the effective date of termination. In addition, Employee shall receive severance to the extent provided in Section 8 and shall receive no other compensation or payment (except for vested benefits).

8. SEVERANCE.

A. If City terminates this Agreement (thereby terminating Employee's employment with City) without cause during the term of this Agreement, City shall:

(1) Pay Employee an amount equal to his then-monthly base salary less interim compensation (as defined below) to which Employee becomes entitled during the period following his termination in accordance with the following schedule:

- 18 months if terminated without cause within one year of the Effective Date

- 12 months if terminated without cause thereafter.

Employee shall use his best efforts and due diligence to secure employment with, become an independent contractor for, or otherwise provide services for compensation for, any person, organization or entity, other than City; and

(2) Provide at no cost to Employee the insurance benefits provided by Section 4. B (3) herein and the deferred compensation provided by Section 4. B (11) herein for either 18 months or 12 twelve months, whichever is applicable, or until Employee secures other employment, whichever occurs first.

B. Notwithstanding any other provision or the term of this Agreement, the maximum severance and health benefits that Employee may receive under this Agreement as a result of termination, shall not exceed the limitations provided in Government Code Sections 53260–53264. In addition, in the event Employee is convicted of a crime involving an abuse of office or position, Employee shall reimburse City for any paid leave or cash settlement (including separation benefits or severance, if applicable), to the extent and as provided by Government Code Sections 53243–53243.4.

C. As used in this Agreement, the term “interim compensation” shall include, but not be limited to: compensation, in any form, to which Employee is entitled from employment other than employment with City; compensation, in any form, to which Employee is entitled as an independent contractor; and compensation, in any form, from any source, including, without limitation, unemployment and disability insurance, from any person, entity or source, to which Employee is otherwise entitled. Interim compensation shall not include retirement benefits. Upon City’s request, Employee shall promptly provide City with documentary evidence of interim compensation.

D. Medical and dental insurance benefits under Section 8. (A)(2) will be provided to Employee through reimbursement of COBRA premiums. Deferred compensation under Section 8. (A)(2) will be provided only to the extent permissible under the Internal Revenue Code, including any relevant regulations, and State law.

E. Employee shall not be entitled to severance pay:

(1) If Employee terminates this Agreement; or

(2) If City terminates this Agreement for cause for any of the following reasons:

a. Employee refuses or fails to carry out the duties of City Manager as specified in Section 2 of this Agreement;

b. Employee has engaged in corrupt or willful misconduct in office, including any illegal act involving personal gain;

- c. Employee has been convicted of a felony;
- d. Employee breaches this Agreement; or
- e. Any other action or inaction by Employee that is detrimental to employee safety or public safety, violates properly established rules or procedures, or adversely affects the reputation of City, its officers or employees.

F. Except as otherwise mutually agreed, any dispute as to whether severance is excused under Section 8, Paragraph E, shall be referred to arbitration before a single neutral arbitrator selected from a list of seven arbitrators requested from the California State Mediation and Conciliation Service. City will strike the first name and the parties will alternate striking names until one person is left who shall be designated as the arbitrator. The arbitrator shall determine the rules and procedures to be used for the arbitration with due regard to the rights of the parties. Each party shall initially pay one half the cost of the arbitration. The prevailing party in the arbitration shall be entitled to reasonable attorney fees and that party's costs of arbitration.

9. INTEGRATION OF AGREEMENT. This Agreement contains the entire Agreement between the parties and supersedes all prior oral and written agreements, understandings, commitments, and practices between the parties concerning Employee's employment. Each party to this Agreement acknowledges that no representations, inducements, promises or agreements, oral or written, have been made by any party, or anyone acting on behalf of any party which are not embodied herein, and that no other agreement, statement, or promise not contained in this Agreement shall be valid or binding on either party.

10. METHOD OF AMENDMENT. Amendments to this Agreement are effective only upon the City Council and Employee written approval.

11. NOTICES. All notices pertaining to this Agreement shall be sent to:

EMPLOYEE: Mr. Mark Danaj
 City of Manhattan Beach
 1400 Highland Avenue
 Manhattan Beach, California 90266

CITY: City Clerk
 City of Manhattan Beach
 1400 Highland Avenue
 Manhattan Beach, California 90266

Such notice shall be deemed made when personally delivered, transmitted by facsimile, or when mailed, 48 hours after deposit in the U.S. Mail, first class postage prepaid and addressed to the party at its applicable address. Actual notice shall be deemed adequate notice on the date actual notice occurred, regardless of the method of service.

12. GENERAL PROVISIONS.

A. If any provision of this Agreement is held invalid or unenforceable, the remainder of this Agreement shall nevertheless remain in full force and effect. If any provision is held invalid or unenforceable with respect to particular circumstances, it shall nevertheless remain in full force and effect in all other circumstances.

B. This Agreement shall be interpreted and construed pursuant to and in accordance with the local laws of the State of California and all applicable City Codes, Ordinances and Resolutions.

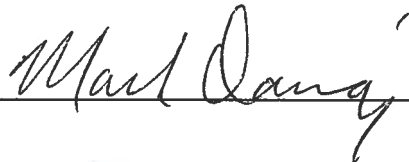
C. Employee acknowledges that he has had the opportunity and has conducted an independent review of the financial, tax and legal effects of this Agreement. Employee acknowledges that he has made an independent judgment upon the financial and legal effects of this Agreement and has not relied upon any representation of City, its officers, agents or employees other than those expressly set forth in this Agreement.

Executed by the parties as of the date below:

CITY OF MANHATTAN BEACH

EMPLOYEE


By: 
Mayor



Date: 7/7/2014

City Manager

ATTEST:


City Clerk

APPROVED AS TO FORM


City Attorney

AMENDMENT TO EMPLOYMENT AGREEMENT

This Amendment ("Amendment") to that certain Employment Agreement ("Agreement") dated July 7, 2014 by and between the City of Manhattan Beach, a municipal corporation ("City") and Mark Danaj ("Employee") is entered into on July 21, 2015.

RECITALS

- A. Effective July 7, 2014, the City hired Employee as City Manager.
- B. The Parties want to extend the term of the Agreement.

NOW, THEREFORE, the Parties hereby amend the Agreement as follows:

- 1. Section 1 of the Employment Agreement is hereby revised to read:

"Employee commenced his service on July 7, 2014 ("Effective Date"). Unless sooner terminated as provided in this Agreement, this Agreement shall expire on June 30, 2020. However, nothing in this Agreement is intended to prevent employee from resigning with at least 90 days written notice."

- 2. Section 4, Subsection 4.B.(15) of the Employment Agreement is hereby revised to modify the sub-paragraph regarding the mortgage loan interest rate as follows:

"The loan shall bear interest at the annual percentage rate of .733% (State of California the Local Agency Investment Fund (LAIF) rate as of March 30, 2014, plus .5%) until June 30, 2020. Thereafter, City and Employee will negotiate the interest rate."

- 3. The Finance Director is directed to cause an amendment to the secured promissory note evidencing the loan to be prepared and executed, reflecting the adjustment to the interest rate authorized by this Amendment.

- 4. Except as specifically amended by this Amendment, all terms and conditions set forth in the Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, this Amendment is entered into July 21, 2015.

CITY OF MANHATTAN BEACH

EMPLOYEE

By: _____
Mayor

Date: _____

ATTEST:

APPROVED AS TO FORM:

City Clerk

City Attorney

Agenda Date: 7/21/2015

TO:

Honorable Mayor and Members of the City Council

THROUGH:

Mark Danaj, City Manager

FROM:

Marisa Lundstedt, Community Development Director
Laurie Jester, Planning Manager
Ted Faturos, Assistant Planner

SUBJECT:

Planning Commission Approval of a Use Permit Amendment and a Categorical Exemption Under CEQA to Allow Instructional Alcohol Tastings for the Grocery Store and Full Alcohol Service for On-Site Consumption for the Existing Indoor Café at Bristol Farms, 1570 Rosecrans Avenue, Suite H (Community Development Director Lundstedt).

RECEIVE AND FILE

RECOMMENDATION:

Staff recommends that the City Council receive and file the decision of the Planning Commission approving the Use Permit Amendment subject to conditions.

FISCAL IMPLICATIONS:

There are no fiscal implications associated with the recommended action.

BACKGROUND:

The application is a request for an amendment to an existing Use Permit (Resolution No. PC 90-29) to allow a Type 47, On-Sale General alcohol license and a Type 86, Instructional Tasting license. The applicant currently has an On-Sale Beer and Wine license (Type 41) for their indoor café, which was approved in 1990; and an Off-Sale General license for the grocery store (Type 21). The applicant proposes no expansion or modification to the existing grocery store and no expansion of the café area. Bristol Farms also currently caters events off site with beer and wine service and the Type 47 license will allow them to offer liquor at these catered events. A public hearing was held on June 24, 2015, at which time the Planning Commission adopted a Resolution approving the project with conditions (Attachment 1).

DISCUSSION:

Staff presented the applicant's request to the Planning Commission at a noticed public hearing and recommended approving of the request with conditions. (Attachments 2 and 3) Staff also indicated that based on discussions with the Police Department, there were no objections to Bristol Farms' request since Bristol Farms' has no record of complaints and is located far away from residential uses. The applicant also spoke before the Commission and fielded questions from the Commissioners. The applicant asked for some of the Resolution's language to be altered in order to clarify the ABC's regulations and staff and the Commissioners did not object to the applicant's request. No members of the public chose to participate in the hearing. The Planning Commission approved the applicant's Use Permit Amendment request and the adopted the Resolution with the minor clarifications and revisions.

ENVIRONMENTAL DETERMINATION:

The project is Categorical Exempt (Class 1, Section 15301) from the requirements of the California Environmental Quality Act (CEQA) as the proposal has no potential for having a significant effect on the environment.

CONCLUSION:

Staff recommends that the City Council receive and file the decision of the Planning Commission approving the Use Permit Amendment subject to conditions.

ALTERNATIVE:

Any Councilmember may request Council review of the Commission decision at a future noticed public hearing.

Attachments:

1. Planning Commission Resolution No. PC 15-04
2. Planning Commission Draft Minutes, June 24, 2015
3. Planning Commission Staff Report and Attachments, June 24, 2015

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RESOLUTION NO. PC 15-04

RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF MANHATTAN BEACH APPROVING A USE PERMIT AMENDMENT TO ALLOW INSTRUCTIONAL ALCOHOL TASTINGS (TYPE 86- INSTRUCTIONAL TASTINGS) AND FULL ALCOHOL SERVICE FOR ON-SITE CONSUMPTION (TYPE 47-ON SALE GENERAL) FOR AN EXISTING CAFÉ AT 1570 ROSECRANS AVENUE, SUITE H (Bristol Farms)

THE PLANNING COMMISSION OF THE CITY OF MANHATTAN BEACH DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1. The Planning Commission of the City of Manhattan Beach hereby makes the following findings:

- A. The Planning Commission of the City of Manhattan Beach conducted a public hearing on June 24, 2015, received testimony, and considered an application for a Use Permit Amendment to allow instructional alcohol tastings in a grocery store (Bristol Farms) as well as full alcohol service on-site in the grocery store's café for the property legally described as Lot 2, P.M. 226-7-8, located at 1570 Rosecrans Avenue, Suite H in the City of Manhattan Beach.
- B. The applicant for the Use Permit Amendment is Bristol Farms.
- C. A Use Permit Amendment is needed in order to allow instructional alcohol tastings as well as the service of alcoholic spirits in the grocery store's café, as the current Use Permit that governs the site (Resolution No. PC 90-29) only permits beer and wine to be served in the café.
- D. The proposed use is permitted by the Commercial Development Permit and Planned Development Permit Amendment that govern the property, Resolution No. PC 89-61 and Resolution No. PC 12-06, respectively.
- E. The project is located in Area District II along the Rosecrans Avenue commercial corridor and is zoned (PD) Planned Development. The surrounding adjacent properties consist of commercial, industrial, and open space uses.
- F. The project is Categorically Exempt (Class 1, Sections 15301) from the requirements of the California Environmental Quality Act (CEQA) as the proposal has no potential for having a significant effect on the environment.
- G. The project will not individually nor cumulatively have an adverse effect on wildlife resources, as defined in Section 711.2 of the Fish and Game Code.
- H. The project shall be in compliance with applicable provisions of the Manhattan Beach Municipal Code.
- I. A determination of public convenience and necessity is made for the proposed Type 47 alcohol license and Type 86 alcohol license (as conditioned below), which shall be forwarded to the California Department of Alcohol Beverage Control upon City Council acceptance of this project approval.

J. The applicant is requesting an amendment to the existing Use Permit, Resolution PC 90-29. This Resolution incorporates and supersedes previous Resolution No. PC 90-29. Governing Resolution No. PC 89-61 and Governing Resolution No. PC 12-06 remain in full force for the Manhattan Marketplace site, of which Bristol Farms is a tenant.

K. The Planning Commission makes the following findings with respect to this application:

Use Permit Findings

1. *The proposed location of the uses is in accord with the objectives of this title and the purposes of the district in which the site is located.*

The proposed project is located within the (PD) Planned Development district. The project does not encompass a change in classification of use, rather a change in the operational characteristics to include sales of distilled spirits for on-site consumption within the café, as well as the addition of instructional alcohol tastings within the store. The changes are still in accord with the commercial nature of the use previously approved.

2. *The proposed location of the use and the proposed conditions under which it would be operated or maintained will be consistent with the General Plan; will not be detrimental to the public health, safety or welfare of persons residing or working on the proposed project site or in or adjacent to the neighborhood of such use; and will not be detrimental to properties or improvements in the vicinity or to the general welfare of the City.*

Instructional alcohol tastings and the sale of distilled spirits for on-site consumption in an existing café that already serves beer and wine will not be detrimental since these activities will have limited night hours, serve a regional customer base, and be insulated from residential and other sensitive uses. Beer and wine has been served in the café since 1990 and there is no record of any ABC violations or alcohol-related problems with the Manhattan Beach Police Department. The applicant's request will service the needs of the community, including the residents and employees who work in businesses located near Rosecrans Avenue.

Furthermore, the General Plan of the City of Manhattan Beach poses certain goals and policies which reflect the expectations and wishes of the City with respect to land uses. The proposed amendment is consistent with the following goals and policies:

Policy Goal LU-6.2: Encourage a diverse mix of businesses that support the local tax base, are beneficial to residents, and support the economic needs of the community.

Policy Goal LU 8: Maintain Rosecrans Avenue as a regional-serving commercial district.

3. *The proposed use will comply with the provisions of this title, including any specific condition required for the proposed use in the district in which it would be located.*

The request to amend the existing Use Permit to allow full alcohol consumption and instructional alcohol tastings is consistent with the existing use as a grocery store and café. The proposed will be in compliance with applicable provisions of the (PD) Planned Development zone, as well as Resolution No. PC 89-61 and Resolution No. PC 12-06; both of which govern the site. Specific conditions of approval are incorporated into the draft Resolution to ensure safe and responsible instructional alcohol tastings and on-site sale of alcohol in the café.

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- 4. *The proposed use will not adversely impact nor be adversely impacted by nearby properties. Potential impacts are related but not necessarily limited to: traffic, parking, noise, vibration, odors, personal safety, and aesthetic, or create demands exceeding the capacity of public services and facilities which cannot be mitigated.*

The proposed amendment will not alter the fundamental use, purpose or character of the existing business as there will be a negligible change in the existing space and layout of the store. The proposed amendment will not create any adverse impacts as it is a minor change to the existing use.

SECTION 2. The Planning Commission of the City of Manhattan Beach hereby **APPROVES** the subject Use Permit Amendment subject to the following conditions:

Alcohol Licenses

- 1. The project shall be constructed and operated in substantial compliance with the submitted project description and plans as approved by the Planning Commission June 24th, 2015. Any substantial deviation from the approved plans must be reviewed and approved by the Planning Commission. The subject property shall be in compliance with any previous permit requirements that remain effective.
- 2. The property owner shall obtain approval from the Alcoholic Beverage Control Board and shall be in compliance with all ABC regulations and conditions of approval.
- 3. The primary use of the tenant space shall be for the purpose of retail food and beverage sales; the restaurant/café use, including the kitchen, shall operate incidental to the retail use at all times.
- 4. The permitted hours of the grocery store shall be 24 hours a day, seven days a week. The permitted hours of the restaurant/café operation shall be between 7:00am and 10:00pm.
- 5. The physical area where Type 86 instructional alcohol tastings take place will be restricted to only patrons at least 21 years in age during the actual instructional alcohol tasting session. Instructional alcohol tastings cannot take place on the outdoor patio and must take place inside the grocery store. The location of the tastings are subject to ABC, Planning, and Building & Safety regulations to maintain ADA and emergency access, as well as conformance with any other Municipal Code criteria.
- 6. The Type 86 instructional alcohol tastings shall be conducted in a designated area (maximum instructional tasting event area of 100 square feet) with no seating, furniture, tables, or fixtures. Tasting hours are limited to 11am – 9pm seven days a week. The drink counter shall be the only level surface for placing glasses and other alcohol tasting items. All activities associated with the instructional alcohol tasting shall take place within the instructional tasting event area. Alcohol tastings shall be limited to the amounts specified in the ABC regulations for Type 86 instructional tastings, and shall be subject to all other ABC regulations concerning Type 86 instructional tastings. No direct exterior access to or from the instructional tasting event area shall be allowed. No special events, alcohol tastings parties or similar functions will be allowed in connection with the Type 86 instructional tasting privileges.

7. Food in the café shall be available for café patrons concurrent with any alcohol service.
8. Alcoholic beverages, including alcoholic spirits, beer, and wine, purchased for on-site consumption in the café will not be allowed on the outdoor patio and must be consumed in the café. Bristol Farms will post signage that states "No Alcohol Beyond This Point" on the door leading from the café to the outdoor patio and at other café exits to ensure that no alcohol is taken beyond the café by Bristol Farms patrons.

Operational Restrictions

9. The permitted hours of commercial deliveries to the rear of the store shall be between 7:00am and 10:00 pm only. "Light" trucks (one ton or less) may deliver to the rear between 10:00pm and 7:00am. Deviation from this delivery schedule (with the exception of light trucks as noted) may occur in the event of special legal or other constraints, over which the tenant has no control.
10. A grease interceptor shall be continuously maintained, subject to the review and approval of the Department of Public Works.
11. The project shall comply with all conditions of approval of the master Commercial Planned Development Permit approved for the "Manhattan Marketplace" retail site, per Resolution No. PC 89-61 and the Planned Development Permit Amendment Resolution No. PC 12-06.
12. All signage shall comply with a comprehensive sign program approved for the retail center.

Procedural

13. This Resolution shall become effective when all time limits for appeal as set forth in MBMC Section 10.100.030 have expired.
14. This Use Permit shall lapse two years after its date of approval, unless implemented or extended pursuant to 10.84.090 of the Municipal Code.
15. Pursuant to Public Resources Code Section 21089 (b) and the Fish and Game Code Section 711.4 (c), the project is not operative, vested, or final until the requiring filing fees are paid.
16. The applicant must submit in writing to the City of Manhattan Beach acceptance of all conditions within 30 days of approval of Use Permit.
17. *Indemnity, Duty to Defend and Obligation to Pay Judgments and Defense Costs, Including Attorneys' Fees, Incurred by the City.* Bristol Farms shall defend, indemnify, and hold harmless the City, its elected officials, officers, employees, volunteers, agents, and those City agents serving as independent contractors in the role of City officials (collectively "Indemnitees") from and against any claims, damages, actions, causes of actions, lawsuits, suits, proceedings, losses, judgments, costs, and expenses (including, without limitation, attorneys' fees or court costs) in any manner arising out of or incident to this approval, related entitlements, or the City's environmental review thereof. Bristol Farms shall pay and satisfy any judgment, award or decree that may be rendered against City or the other Indemnitees in any such suit, action, or other legal proceeding. The City shall promptly notify Bristol Farms of any claim, action, or proceeding and the City shall reasonably cooperate in the defense. If the City fails to promptly notify Bristol Farms of any claim, action, or proceeding, or if the City fails to reasonably cooperate in the defense, Bristol Farms shall not thereafter be responsible to defend, indemnify, or hold harmless the City or the Indemnitees. The City shall have the right to select counsel of its choice. Bristol Farms shall reimburse the City, and the other Indemnitees, for any and all legal expenses and costs incurred by each of them in connection therewith or in enforcing the indemnity herein provided. Nothing in this Section shall be construed to require Bristol Farms to indemnify Indemnitees for any Claim arising from the sole negligence or willful misconduct of the Indemnitees. In the event such a legal action is filed challenging the City's determinations herein or the issuance of the approval, the City shall estimate its expenses for the litigation.

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Bristol Farms shall deposit said amount with the City or enter into an agreement with the City to pay such expenses as they become due.

I hereby certify that the foregoing is a full, true, and correct copy of the Resolution as adopted by the Planning Commission at its regular meeting of **June 24, 2015** and that said Resolution was adopted by the following vote:

AYES: Chairperson Hersman, Conaway, Apostol

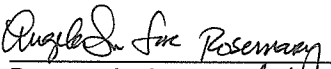
NOES: None

ABSTAIN: None

ABSENT: Bordokas, Ortmann



Marisa Lundstedt
Secretary to the Planning Commission



Rosemary Lackow
Recording Secretary

**CITY OF MANHATTAN BEACH
[DRAFT] PLANNING COMMISSION
MINUTES OF REGULAR MEETING
JUNE 24, 2015**

A Regular Meeting of the Planning Commission of the City of Manhattan Beach, California, was held on the 24th day of June, 2015, at the hour of 6:30 p.m., in the City Council Chambers, at 1400 Highland Avenue, in said City.

Director Lundstedt extended a warm welcome to Commissioner Hersman, the new Chairperson and noted that the Vice Chair is now Commissioner Bordokas.

1. ROLL CALL

Present: Apostol, Conaway, Hersman
Absent: Bordokas, Ortmann
Staff Present: Marisa Lundstedt, Community Development Director
Mike Estrada, Assistant City Attorney
Laurie Jester, Planning Manager
Ted Faturos, Assistant Planner

2. REORGANIZATION

Director Lundstedt again welcomed Commissioner Hersman as the Chairperson.

3. AUDIENCE PARTICIPATION – None

4. APPROVAL OF MINUTES – June 10, 2015

A motion was MADE and SECONDED (Conaway/Apostol) to **APPROVE** the minutes of June 10, 2015, as submitted and the vote carried with no objection.

5. PUBLIC HEARING

06/24/15-3. Consideration of a Use Permit to Allow a Revision From On-Site Beer and Wine Only Service to Full Alcohol Service at an Existing Indoor Café and to Allow Instructional Alcohol Tastings Within the Bristol Farms Grocery Store Located at 1570 Rosecrans Avenue, Suite H.

Assistant Planner Ted Faturos gave a presentation of the staff report noting the request is for full alcohol service (“Type 47”), replacing the beer and wine only license, in the café and for instructional tasting (“Type 86”) in the Bristol Farms grocery store which would be in addition to the store’s current On-Sale General (“Type 41”) license. The Type 47 is to be used only in the indoor café and for off-site catering. Mr. Faturos noted that no changes would be made to the current governing planned development permit Resolution and planned development permit amendment Resolution for the shopping center and also pointed out that a revised draft Resolution for this hearing request has been provided to the Commission as a redline and strikeout version.

Assistant Planner Faturos clarified for Commissioner Conaway that the area that would be authorized for tasting would be limited to 100 square feet and the applicant desires flexibility in determining the location within the store. The 100 square foot area would be cordoned off and prohibited to those under 21 years.

Chairperson Hersman opened the public hearing and invited public input.

Beth Aboulafia, for Bristol Farms, explained the two requested new ABC licenses.

Lynn Mellilo, Senior Director of Asset Management, Bristol Farms, explained that Bristol Farms has instructional licenses as requested in Manhattan Beach at four other locations and they intend to have the tastings in the wine arbor area of the store. She stated that the Type 47 license would be used in the indoor café

area only, and the main reason is to satisfy requests at their catered events for distilled spirits.

Ms. Mellilo clarified that the restrictions on the catered events comes from the ABC and explained further that they also have a Type 58 catering permit from ABC that works in conjunction with the on-site café license and that authorizes alcohol at events conducted throughout Los Angeles County. Ms. Mellilo stated that the four other locations with an instructional license are: Beverly Boulevard, Long Beach, Palm Desert and Santa Barbara. She emphasized that even with an on-site Type 47 license, each catered event where alcohol is served still needs an individual permit from ABC. Bristol Farms has not been turned down for any other Type 47 licenses, as requested in Manhattan Beach.

Beth Aboulafia stated that the applicant is in support of the resolution and conditions but requested that, for clarification, the second sentence in Condition number 6 be reworded as follows: “All activity associated with the instructional alcohol tasting shall take place within the instructional tasting event area.”

There being no further input, Chair Hersman closed the public hearing.

PLANNING COMMISSION DISCUSSION AND ACTION

Director Lundstedt responded to questions from Commissioner Conaway that on page 3 in finding 4, the word “migrated” should read “mitigated” and, because the italicized wording in this finding is a restatement of the code, it should not be revised. Staff also indicated support for the applicant’s proposed revised language in Condition No. 6. Commissioner Conaway stated his support with the Resolution in general due to the location and history of the existing use permit, that it has been responsibly managed, and also supports the suggestion by Ms. Aboulafia to clarify what activities are authorized within the 100 square foot tasting area.

Commissioner Apostol stated his concurrence with supporting the application and after confirmation by staff of the intent of condition 6, stated he supports the revised wording as suggested by the applicant.

A motion was MADE and SECONDED (Conaway/Apostol) to **APPROVE** the subject Use Permit Amendment, with minor changes to Finding 4 (“migrated” to “mitigated”) and changes in condition 6 (“even” to “event”) and in the sentence describing the allowed activities within the instructional area as suggested.

AYES: Apostol, Conaway, Hersman
NOES: None
ABSENT: Bordokas, Ortman
ABSTAIN: None

6. **DIRECTOR'S ITEMS** - none
7. **PLANNING COMMISSION ITEMS** - None
8. **TENTATIVE AGENDA** – July 8, 2015 - No items
9. **ADJOURNMENT**

The meeting was adjourned at 6:56 pm to Wednesday, July 23, 2015 in the City Council Chambers, City Hall, 1400 Highland Avenue.

ROSEMARY LACKOW
Recording Secretary

ATTEST:

MARISA LUNDSTEDT
Community Development Director

**CITY OF MANHATTAN BEACH
COMMUNITY DEVELOPMENT DEPARTMENT**

TO: Planning Commission

FROM: Marisa Lundstedt, Director of Community Development *UBJ FOR ML*

THROUGH: Laurie B. Jester, Planning Manager *UBJ*

BY: Ted Faturros, Assistant Planner

DATE: June 24, 2015

SUBJECT: Consideration of a Use Permit Amendment to Allow a Revision From On-Site Beer and Wine Only Service to Full Alcohol Service at an Existing Indoor Café and to Allow Instructional Alcohol Tastings Within the Bristol Farms Grocery Store Located at 1570 Rosecrans Avenue, Suite H.

RECOMMENDATION

Staff recommends that the Planning Commission **CONDUCT** the Public Hearing and **ADOPT** the attached resolution (Exhibit A) **APPROVING** the request **WITH CONDITIONS**.

APPLICANT

Bristol Farms
915 E. 230th Street
Carson, CA 90745

PROPERTY OWNER

St. Paul Fire and Marine Insurance Co.
385 Washington Street, Mail Code NB512A
St. Paul, MN 55102

APPLICANT'S REPRESENTATIVE

Beth Aboulaflia
Hinman & Carmichael, LLP
260 California Street, Suite 700
San Francisco, CA 94111

PROJECT OVERVIEW

Location: 1570 Rosecrans Avenue, Suite H, southeast corner of Rosecrans Avenue and Market Place (See Site Location Map- Exhibit B)

Legal Description: Lot 2, P.M. 226 - 7 - 8.

APN: 4138-018-040

Area District: II (Rosecrans Commercial Corridor)

LAND USE

General Plan Designation: Manhattan Village Commercial

Zoning Designation: (PD) Planned Development

<u>Land Use:</u>	<u>Existing</u>	<u>Proposed</u>
	Retail Food and Beverage Sales	no change
	Incidental Restaurant Use	no change

Neighboring Land Uses:

North (across Rosecrans)	City of El Segundo (Office/Restaurant/Bank)
East	(IP) Industrial Park (MBS Media Campus)
South	(OS) Open Space (Golf Course)
West, across Market Place	(PD) Planned Development (Office Building/Gym)

<u>Building Area:</u>	<u>Existing</u>	<u>Proposed</u>
	200 sq. ft. (Indoor Dining)	no change
	1,500 sq. ft. (Outdoor Patio- Shared)	no change
	~35,000 sq. ft. (Total Bristol Farms)	no change

Parking: 658 spaces no change

Hours of Operation:

Café	7:00 a.m. – 10:00 p.m. daily	no change
Grocery Store	7:00 a.m. – 10:00 p.m. daily	no change

Alcohol Licenses:

Off-Sale General (Type 21)	no change
On-Sale Beer & Wine (Type 41)	On-Sale General (Type 47)
	Instructional Tastings (Type 86)

BACKGROUND

On December 9th, 2014 an application was received for a Use Permit Amendment for an existing Bristol Farms grocery store. The applicant is requesting approval for an amendment to an existing Use Permit (Resolution No. PC 90-29 Exhibit C) to allow a Type 47, On-Sale General alcohol license and a Type 86, Instructional Tasting license. The applicant currently has an On-Sale Beer and Wine license (Type 41) for their indoor café, which was approved in 1990; and an Off-Sale General license for the grocery store (Type 21). The applicant proposes no expansion or modification to the existing grocery store and no expansion of the café area.

A Use Permit amendment and approval is needed as there is a deviation from the previously approved Resolution governing alcohol consumption and sales on the subject site.

DISCUSSION

Bristol Farms is a full service grocery store with a small indoor café that offers beer and wine in conjunction with food service. Bristol Farms also operates a full-service catering department from its café for off site catering orders. The café use was approved with beer and wine service under Resolution PC 90-29 (Exhibit C) on October 10, 1990, and is incidental to the supermarket's primary food and beverage sales use. The overall Manhattan Marketplace site, which Bristol Farms is a tenant of, is governed by the original Commercial Development Permit (Resolution No. PC 89-61) and the 2012 Planned Development Amendment (Resolution No. PC 12-06- Exhibit D).

The subject application proposes to amend Resolution PC 90-29 to allow Bristol Farms to serve distilled spirits in addition to beer and wine in its café, as well as the ability to provide instructional alcohol tastings on site.

Bristol Farms has stated that it is seeking approval to expand On-Sale alcohol service in the café for the benefit of both on site café customers as well as off site catering orders that are fulfilled from the café. The type of alcohol that they are allowed to serve at their off-site catering events is tied to the establishment's On-Sale license in accordance with the ABC regulations. Bristol Farms would need an On-Sale General (Type 47) license in order to meet the needs of some catering customers who ask for distilled spirits as part of their off-site catered events.

Bristol Farms is also seeking to offer instructing alcohol tastings (Type 86) within the grocery store. Bristol Farms' existing On Sale Beer and Wine license (Type 41) allows for only beer and/or wine tastings to occur on site with the tastings limited to the café space. For alcohol tastings anywhere else inside the grocery store besides the café area, a separate Instructional Alcohol Tastings (Type 86) license is required by the ABC. Furthermore, the Type 86 license would allow Bristol Farms to conduct instructional tastings of distilled spirits in addition to beer and wine.

The project involves no structural changes to the existing building and the operation of the grocery store's food and beverage sales will remain the same. Bristol Farms has indicated that the distilled spirits being served to café patrons will be stored within the café kitchen and will not significantly alter the layout of the café. The instructional alcohol tastings will often be held in the aisles where the alcohol is located, but Bristol Farms desires flexibility to hold the tastings throughout the grocery store, subject to the Use Permit and ABC requirements.

Department Comments

The Police, Fire, and Public Works Departments, as well as the Building and Safety Division, had no comments or concerns regarding the proposed amendment.

Alcohol License Conditions

The Amendment will replace PC Resolution 90-29 while incorporating the Resolution's relevant conditions. The following conditions have been added to the Draft Resolution PC 15-XX (Exhibit A) as it pertains to the sales of full alcohol at the subject site. These are consistent with conditions for other sites with tastings, such as the Wine Shoppe at Manhattan Village Shopping Center.

- The property owner shall obtain approval from the State Department of Alcoholic Beverage Control and shall comply with all related conditions of approval.
- The physical area where instructional alcohol tastings take place will be restricted to only patrons at least 21 years in age during the actual instructional alcohol tasting session. Instructional alcohol tastings cannot take place on the outdoor patio and must take place inside the grocery store. The location of the tastings are subject to ABC, Planning, and Building & Safety regulations to maintain ADA and emergency access, as well as conformance with other criteria.
- Alcoholic beverages, including alcohol spirits, beer, and wine, purchased for on-site consumption in the café will not be allowed on the outdoor patio and must be consumed in the café. Bristol Farms will post signage that states "No Alcohol Beyond This Point" on the door leading from the café to the outdoor patio and the other café exits to ensure that no alcohol is taken beyond the café by patrons.
- The on-site instructional alcohol tastings shall be conducted in a designated area (maximum area of 100 square feet) with no seating, furniture, tables, or fixtures. Tasting hours are limited to 11am – 9pm seven days a week. The drink counter shall be the only level surface for placing glasses and other alcohol tasting items. The "alcohol sampling designated area" shall include customers, employees, serving, sampling, and associated support use. Alcohol tasting shall be limited to a maximum of five (5) one ounce sips per person. Sips shall be poured only by store employees. No direct exterior access from the alcohol sampling shall be allowed. No special events, alcohol tastings parties or similar functions will be allowed

Use Permit Findings

Section 10.84.060 of the Manhattan Beach Zoning Code provides the findings that are necessary to approve a Use Permit. Staff believes all findings can be met as follows:

1. *The proposed location of the uses is in accord with the objectives of this title and the purposes of the district in which the site is located.*

The proposed project is located within the (PD) Planned Development district. The project does not encompass a change in classification of use, rather a change in the operational characteristics to include sales of distilled spirits for on-site consumption within the café, as well as the addition of instructional alcohol tastings within the store. The changes are still in accord with the commercial nature of the use previously approved.

2. *The proposed location of the use and the proposed conditions under which it would be operated or maintained will be consistent with the General Plan; will not be detrimental to the public health, safety or welfare of persons residing or working on the proposed project site or in or adjacent to the neighborhood of such use; and will not be detrimental to properties or improvements in the vicinity or to the general welfare of the City.*

Instructional alcohol tastings and the sale of distilled spirits for on-site consumption in an existing café that already serves beer and wine will not be detrimental since these activities will have limited night hours, serve a regional customer base, and be insulated from residential and other sensitive uses. Beer and wine has been served in the café since 1990 and there is no record of any ABC violations or alcohol-related problems with the Manhattan Beach Police Department. The applicant's request will service the needs of the community, including the residents and employees who work in businesses located near Rosecrans Avenue.

Furthermore, the General Plan of the City of Manhattan Beach poses certain goals and policies which reflect the expectations and wishes of the City with respect to land uses. The proposed amendment is consistent with the following goals and policies:

Policy Goal LU-6.2: Encourage a diverse mix of businesses that support the local tax base, are beneficial to residents, and support the economic needs of the community.

Policy Goal LU 8: Maintain Rosecrans Avenue as a regional-serving commercial district.

3. *The proposed use will comply with the provisions of this title, including any specific condition required for the proposed use in the district in which it would be located.*

The request to amend the existing Use Permit to allow full alcohol consumption and instructional alcohol tastings is consistent with the existing use as a grocery store and café. The proposed will be in compliance with applicable provisions of the (PD) Planned Development zone, as well as Resolution No. PC 89-61 and Resolution No. PC 12-06; both of which govern the site. Specific conditions of approval are incorporated into the draft Resolution to ensure safe and responsible instructional alcohol tastings and on-site sale of alcohol in the café.

4. *The proposed use will not adversely impact nor be adversely impacted by nearby properties. Potential impacts are related but not necessarily limited to: traffic, parking, noise, vibration, odors, personal safety, and aesthetic, or create demands exceeding the capacity of public services and facilities which cannot be migrated.*

The proposed amendment will not alter the fundamental use, purpose or character of the existing business as there will be a negligible change in the existing space and layout of the store. The proposed amendment will not create any adverse impacts as it is a minor change to the existing use.

Public Input

A public notice for the project was mailed to property owners within 500 feet of the site and published in the Beach Reporter newspaper. Staff did not receive any comments at the writing of this report.

ENVIRONMENTAL DETERMINATION

This application is Categorical Exempt in accordance with Class 1, Section 15301, of the California Environmental Quality Act (CEQA) Guidelines, as the subject amendment is determined to be categorically exempt from environmental review in that it is a minor change in the operation of the business and thus a negligible change of use on the existing site.

CONCLUSION

Staff recommends that the Planning Commission conduct the public hearing, consider the information presented, and adopt the attached draft resolution approving the subject Use Permit Amendment with conditions.

ALTERNATIVES

Other than the stated recommendation, the Planning Commission may:

1. **DENY** the project subject to public testimony received, based upon appropriate findings, and **DIRECT** Staff to return with a draft Resolution.
2. **APPROVE** the project, subject to additional conditions and revisions.

EXHIBITS:

- A. Draft Resolution PC 15-XX
- B. Vicinity Map
- C. Resolution No. PC 90-29
- D. Resolution No. PC 89-61 and Resolution No. PC 12-06
- E. Bristol Farms Floor Plan

RESOLUTION NO. PC 15-XX

RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF MANHATTAN BEACH APPROVING A USE PERMIT AMENDMENT TO ALLOW INSTRUCTIONAL ALCOHOL TASTINGS (TYPE 86- INSTRUCTIONAL TASTINGS) AND THE SALE OF FULL ALCOHOL FOR ON-SITE CONSUMPTION (TYPE 47-ON SALE GENERAL) FOR AN EXISTING CAFÉ AT 1570 ROSECRANS AVENUE, SUITE H (Bristol Farms)

THE PLANNING COMMISSION OF THE CITY OF MANHATTAN BEACH DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1. The Planning Commission of the City of Manhattan Beach hereby makes the following findings:

- A. The Planning Commission of the City of Manhattan Beach conducted a public hearing on June 24, 2015, received testimony, and considered an application for a Use Permit Amendment to allow instructional alcohol tastings in a grocery store (Bristol Farms) as well as full alcohol service on-site in the grocery store's café for the property legally described as Lot 2, P.M. 226-7-8, located at 1570 Rosecrans Avenue, Suite H in the City of Manhattan Beach.
- B. The applicant for said Use Permit Amendment is Bristol Farms.
- C. A Use Permit Amendment is needed in order to allow instructional alcohol tastings as well as the service of alcoholic spirits in the grocery store's café, as the current Use Permit that governs the site (Resolution No. PC 90-29) only allows for beer and wine to be served in the café.
- D. The proposed use is permitted by the Commercial Development Permit and Planned Development Permit Amendment that govern the property, Resolution No. PC 89-61 and Resolution No. PC 12-06, respectively.
- E. The project is located in Area District II along the Rosecrans Avenue commercial corridor and is zoned (PD) Planned Development. The surrounding adjacent properties consist of commercial, industrial, and open space uses.
- F. The project is Categorically Exempt (Class 1, Sections 15301) from the requirements of the California Environmental Quality Act (CEQA) as the proposal has no potential for having a significant effect on the environment.
- G. The project will not individually nor cumulatively have an adverse effect on wildlife resources, as defined in Section 711.2 of the Fish and Game Code.

- H. The project shall be in compliance with applicable provisions of the Manhattan Beach Municipal Code.
- I. A determination of public convenience and necessity is made for the proposed Type 47 alcohol license and Type 86 alcohol license (as conditioned below), which shall be forwarded to the California Department of Alcohol Beverage Control upon City Council acceptance of this project approval.
- J. The applicant is requesting an amendment to the existing Use Permit, Resolution PC 90-29. Once Resolution No. PC 15-XX is adopted and approved; it will incorporate and supersede previous Resolution No. PC 90-29. Governing Resolution No. PC 89-61 and Governing Resolution No. PC 12-06 will also remain in full force for the Manhattan Marketplace site, of which Bristol Farms is a tenant.
- K. The Planning Commission makes the following findings with respect to this application:

Use Permit Findings

- 1. *The proposed location of the uses is in accord with the objectives of this title and the purposes of the district in which the site is located.*

The proposed project is located within the (PD) Planned Development district. The project does not encompass a change in classification of use, rather a change in the operational characteristics to include sales of distilled spirits for on-site consumption within the café, as well as the addition of instructional alcohol tastings within the store. The changes are still in accord with the commercial nature of the use previously approved.

- 2. *The proposed location of the use and the proposed conditions under which it would be operated or maintained will be consistent with the General Plan; will not be detrimental to the public health, safety or welfare of persons residing or working on the proposed project site or in or adjacent to the neighborhood of such use; and will not be detrimental to properties or improvements in the vicinity or to the general welfare of the City.*

Instructional alcohol tastings and the sale of distilled spirits for on-site consumption in an existing café that already serves beer and wine will not be detrimental since these activities will have limited night hours, serve a regional customer base, and be insulated from residential and other sensitive uses. Beer and wine has been served in the café since 1990 and there is no record of any ABC violations or alcohol-related problems with the Manhattan Beach Police Department. The applicant's request will service the needs of the community, including the residents and employees who work in businesses located near Rosecrans Avenue.

Furthermore, the General Plan of the City of Manhattan Beach poses certain goals and policies which reflect the expectations and wishes of the City with respect to land uses. The proposed amendment is consistent with the following goals and policies:

Policy Goal LU-6.2: Encourage a diverse mix of businesses that support the local tax base, are beneficial to residents, and support the economic needs of the community.

Policy Goal LU 8: Maintain Rosecrans Avenue as a regional-serving commercial district.

3. *The proposed use will comply with the provisions of this title, including any specific condition required for the proposed use in the district in which it would be located.*

The request to amend the existing Use Permit to allow full alcohol consumption and instructional alcohol tastings is consistent with the existing use as a grocery store and café. The proposed will be in compliance with applicable provisions of the (PD) Planned Development zone, as well as Resolution No. PC 89-61 and Resolution No. PC 12-06; both of which govern the site. Specific conditions of approval are incorporated into the draft Resolution to ensure safe and responsible instructional alcohol tastings and on-site sale of alcohol in the café.

4. *The proposed use will not adversely impact nor be adversely impacted by nearby properties. Potential impacts are related but not necessarily limited to: traffic, parking, noise, vibration, odors, personal safety, and aesthetic, or create demands exceeding the capacity of public services and facilities which cannot be migrated.*

The proposed amendment will not alter the fundamental use, purpose or character of the existing business as there will be a negligible change in the existing space and layout of the store. The proposed amendment will not create any adverse impacts as it is a minor change to the existing use.

SECTION 2. The Planning Commission of the City of Manhattan Beach hereby **APPROVES** the subject Use Permit Amendment subject to the following conditions:

Alcohol Licenses

1. The project shall be constructed and operated in substantial compliance with the submitted project description and plans as approved by the Planning Commission June 24th, 2015. Any substantial deviation from the approved plans must be reviewed and approved by the Planning Commission. The subject property shall be in compliance with any previous permit requirements that remain effective.

2. The property owner shall obtain approval from the Alcoholic Beverage Control Board and shall be in compliance with all conditions of approval.
3. The primary use of the tenant space shall be for the purpose of retail food and beverage sales; the restaurant/café use, including the kitchen, shall operate incidental to the retail use at all times.
4. The permitted hours of the grocery store and the restaurant/café operation shall be between 7:00am and 10:00pm.
5. The physical area where instructional alcohol tastings take place will be restricted to only patrons at least 21 years in age during the actual instructional alcohol tasting session. Instructional alcohol tastings cannot take place on the outdoor patio and must take place inside the grocery store. The location of the tastings are subject to ABC, Planning, and Building & Safety regulations to maintain ADA and emergency access, as well as conformance with other criteria.
6. The on-site instructional alcohol tastings shall be conducted in a designated area (maximum area of 100 square feet) with no seating, furniture, tables, or fixtures. Tasting hours are limited to 11am – 9pm seven days a week. The drink counter shall be the only level surface for placing glasses and other alcohol tasting items. The “alcohol sampling designated area” shall include customers, employees, serving, sampling, and associated support use. Alcohol tasting shall be limited to a maximum of five (5) one ounce sips per person. Sips shall be poured only by store employees. No direct exterior access from the alcohol sampling shall be allowed. No special events, alcohol tastings parties or similar functions will be allowed.
7. The service of alcoholic beverages in the café shall be in conjunction with food service at all times.
8. Alcoholic beverages, including alcoholic spirits, beer, and wine, purchased for on-site consumption in the café will not be allowed on the outdoor patio and must be consumed in the café. Bristol Farms will post signage that states “No Alcohol Beyond This Point” on the door leading from the café to the outdoor patio and at other café exits to ensure that no alcohol is taken beyond the café by Bristol Farms patrons.

Operational Restrictions

9. The permitted hours of commercial deliveries to the rear of the store shall be between 7:00am and 10:00 pm only. “Light” trucks (one ton or less) may deliver to the rear between 10:00pm and 7:00am. Deviation from this delivery schedule (with the exception of light trucks as noted) may occur in the event of special legal or other constraints, over which the tenant has no control.

10. A grease interceptor shall be continuously maintained, subject to the review and approval of the Department of Public Works.
11. The project shall comply with all conditions of approval of the master Commercial Planned Development Permit approved for the “Manhattan Marketplace” retail site, per Resolution No. PC 89-61 and the Planned Development Permit Amendment Resolution No. PC 12-06.
12. All signage shall comply with a comprehensive sign program approved for the retail center.

Procedural

13. This Resolution shall become effective when all time limits for appeal as set forth in MBMC Section 10.100.030 have expired.
14. This Use Permit shall lapse two years after its date of approval, unless implemented or extended pursuant to 10.84.090 of the Municipal Code.
15. Pursuant to Public Resources Code Section 21089 (b) and the Fish and Game Code Section 711.4 (c), the project is not operative, vested, or final until the requiring filing fees are paid.
16. The applicant must submit in writing to the City of Manhattan Beach acceptance of all conditions within 30 days of approval of Use Permit.
17. The applicant agrees as a condition of approval of this project to pay all reasonable legal and expert fees and expenses of the City of Manhattan Beach in defending any legal brought against the City within 90 days after the city’s final approval, other than one by the Applicant, challenging the approval of the project or any action or failure to act by the City relating to the environmental review process pursuant to the California Environmental Quality Act. In the event such a legal action is filed against the City, the City shall estimate its expenses for the litigation. The applicant shall deposit said amount with the City or enter into an agreement with the City to pay such expenses as they become due.

SECTION 3. Pursuant to Government Code Section 65009 and Code of Civil Procedure Section 1094.6, any action or proceeding to attack, review, set aside, void or annul this decision, or concerning any of the proceedings, acts, or determinations taken, done or made prior to such decision or to determine the reasonableness, legality or validity of any condition attached to this decision shall not be maintained by any person unless the action or proceeding is commenced within 90 days of the date of this resolution and the City Council is served within 120 days of the date of this resolution. The City Clerk shall send a certified copy of this resolution to the applicant, and if any, the appellant at the address of said person set forth in the record of the proceedings and such mailing shall constitute the notice required by Code of Civil Procedure Section 1094.6.

I hereby certify that the foregoing is a full, true, and correct copy of the Resolution as adopted by the Planning Commission at its regular meeting of **June 24, 2015** and that said Resolution was adopted by the following vote:

AYES:

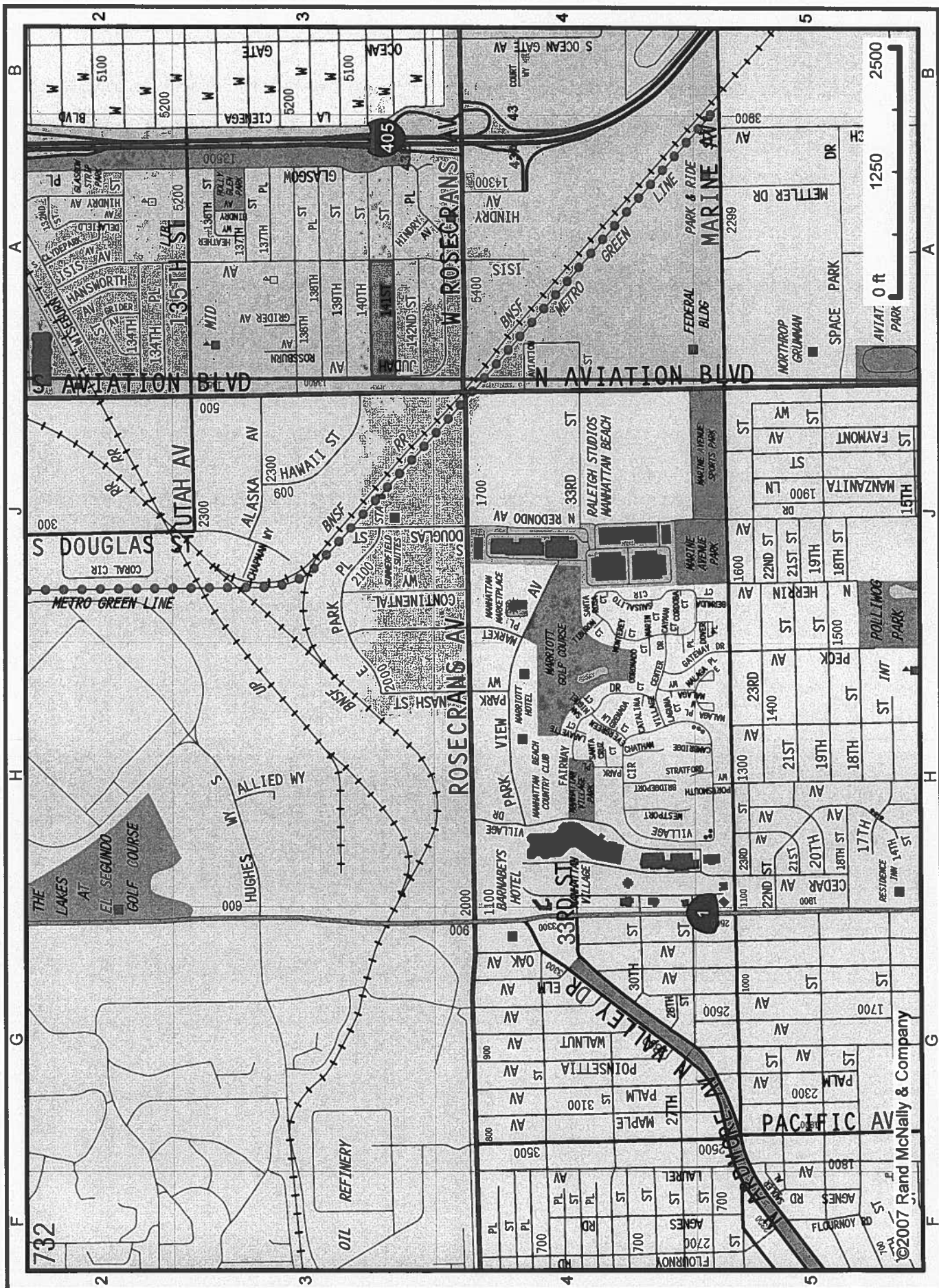
NOES:

ABSTAIN:

ABSENT:

Marisa Lundstedt
Secretary to the Planning Commission

Rosemary Lacklow
Recording Secretary



*: SITE: 1570 Rosecrans Ave, Manhattan Beach, CA 90266, 732 - J4

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RESOLUTION NO. PC 90-29

RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF MANHATTAN BEACH, CALIFORNIA, APPROVING A CONDITIONAL USE PERMIT TO ALLOW ESTABLISHMENT OF A RESTAURANT WITH ON-SALE ALCOHOLIC BEVERAGES, INCIDENTAL TO RETAIL USE IN A NEW MARKET WITHIN A RETAIL COMPLEX LOCATED AT 1570-H ROSECRANS AVENUE (BRISTOL FARMS, INC.)

WHEREAS, the Planning Commission of the City of Manhattan Beach conducted a public hearing pursuant to applicable law to consider an application for a Conditional Use Permit for the property legally described as Parcel 2, Parcel Map 21281, located at 1570-H Rosecrans Avenue, within a portion of "Building C" as shown on the project master site development plan, in the City of Manhattan Beach; and,

WHEREAS, the applicant for said Conditional Use Permit is Bristol Farms, Inc., lessee of the subject premises; and,

WHEREAS, the public hearing was advertised pursuant to applicable law, testimony was invited; and,

WHEREAS, the following findings were made with respect to this application:

1. The property owner has secured entitlement of a Commercial Planned Development Permit, authorizing the construction of approximately 104,500 square feet of retail space, including restaurant uses, approved by the Planning Commission Resolution No. PC 89-61. A separate Conditional Use Permit is necessary for the service of beer and wine, and restaurant operation, which includes a 200 square foot indoor dining area, and an outdoor take-out patio restaurant containing 1,500 square feet.
2. The proposed development is consistent with the findings and conditions of approval of the Master Commercial Planned Development Permit approved for the property.
3. The property is designated as Manhattan Village in the City's General Plan and the proposed development is consistent with the General Plan.
4. The property is zoned Commercial Planned Development, sub-zone 3 (CPD-3) and the proposed development will be consistent with the City's Zoning Ordinance, given approval of a reduction in parking requirement for the total retail center. A separate request for the reduction in parking is the subject of a Commercial Planned Development Permit Amendment which has been submitted by the property owner.

WHEREAS, a Negative Declaration has been filed, incorporating by reference a prior Environmental Impact Report, and additional environmental information and, based on these documents, it is determined that the proposed project will have no significant impacts on surrounding areas.

NOW, THEREFORE, BE IT RESOLVED that based on the above findings, the Planning Commission hereby APPROVES the subject Conditional Use Permit, subject to the following conditions:

1. The permitted hours of commercial deliveries to the rear of the store shall be between 7:00 a.m. and 10:00 p.m. only. "Light" trucks (one ton or less) may deliver to the rear between 10:00 p.m. and 6:00 a.m. Deviation from this delivery schedule (with the exception of light trucks as noted) may occur only in the event of special legal or other constraints, over which the tenant has no control.
2. A grease interceptor shall be installed and continuously maintained, subject to review and approval of the Department of Public Services.
3. The primary use of the tenant space shall be for the purpose of retail food and beverage sales; the restaurant uses, including kitchen, shall operate incidental to the retail use at all times.
4. The service of alcoholic beverages shall be limited to a beer and wine license only, and shall be in conjunction with food service at all times.

5. The project shall comply with all conditions of approval of the master Commercial Planned Development Permit approved for the "Manhattan Marketplace" retail/office site, per Resolution No. PC 89-61.
6. All signage shall comply with a comprehensive sign program as approved for the retail center.
7. Approval of the Conditional Use Permit is contingent upon approval of a reduction in parking requirements for a common facility.
8. The project shall be constructed in substantial compliance with the plans as approved by the Planning Commission on October 10, 1990.
9. The permitted hours of the take-out restaurant operation shall be between 7:00 a.m. and 10:00 p.m.

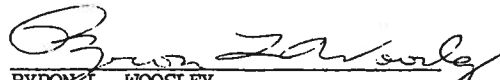
I hereby certify that the foregoing is a full, true, and correct copy of the Resolution as adopted by the Planning Commission at its regular meeting of October 10, 1990, and that said Resolution was adopted by the following votes:

AYES: Golik, Gonzalez, Hankwitz,
Kaprielian, Chairperson Vargo

NOES: None

ABSTAIN: None

ABSENT: None


BYRON L. WOOSLEY
Director of Community Development


ROSEMARY BALLISTER
(Acting) Recording Secretary

RESOLUTION NO. PC 89-61

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF MANHATTAN BEACH, CALIFORNIA, APPROVING A TENTATIVE COMMERCIAL PLANNED DEVELOPMENT PERMIT FOR THE DEVELOPMENT OF A FIVE-STORY OFFICE BUILDING, A SEVEN-STORY PARKING STRUCTURE, RETAIL AND RESTAURANT SPACE, IN ADDITION TO AN EXISTING FIVE-STORY OFFICE BUILDING ON A 14.9 ACRE PARCEL ZONED CPD-3 (COMMERCIAL PLANNED DEVELOPMENT, SUB-ZONE III), LOCATED AT 1500 ROSECRANS AVENUE (COMSTOCK, CROSSER & HICKEY)

WHEREAS, the Planning Commission of the City of Manhattan Beach conducted a public hearing pursuant to applicable law to consider an application for a Tentative Commercial Planned Development Permit for the property legally described as being a Subdivision of Parcel 3, Parcel Map No. 12010 as shown on a map filed in Book 116, Pages 75 and 76 of parcel maps in the Office of the County Recorder of Los Angeles, California, located at 1500 Rosecrans Avenue, in the City of Manhattan Beach; and,

WHEREAS, the applicant and owners for said Tentative Commercial Planned Development is Comstock, Crosser & Hickey; and,

WHEREAS, the public hearing was advertised pursuant to applicable law, testimony was invited; and,

WHEREAS, the following findings were made with respect to this application:

1. The property has an approved Commercial Planned Development Permit issued by the Planning Commission Resolution No. 781 and approved by the City Council on July 9, 1980.
2. The property is designated as Manhattan Village in the City's General Plan and the proposed development is consistent with the General Plan.
3. The property is zoned Commercial Planned Development, sub-zone 3 (CPD-3) and the proposed development will be consistent with the City's Zoning Ordinance.
4. Based on the Manhattan Beach Marketplace and Business Center Supplemental Environmental Information submitted, the proposed project will have no significant impacts on surrounding areas.

NOW, THEREFORE, BE IT RESOLVED that based on the above findings, the Planning Commission hereby APPROVES the Tentative Commercial Planned Development Permit for Comstock, Crosser, and Hickey subject to the following conditions:

1. That the developer participate in an off-site transportation improvement program based on a fair share contribution fee of \$50,000. This fee is based upon the traffic impacts identified within the supplemental environmental documents.
2. In lieu of acceleration/deceleration lanes on Rosecrans Avenue per City Council Resolution No. 3756, deceleration lanes shall be constructed at Continental Way and Apollo Street. The developer shall also construct a right turn pocket at Parkway Avenue.
3. Full curb, gutter, pavement, street lighting, and landscaping improvements for Parkview Avenue shall be submitted for approval by the Public Works Director prior to construction.
4. The developer shall demonstrate to the satisfaction of the Public Works Director that existing drainage facilities were designed for a fully improved development site. If not, the developer shall make the appropriate drainage improvements.

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DRAFT RESOLUTION NO. PC 89-61
(page 2 of 3)

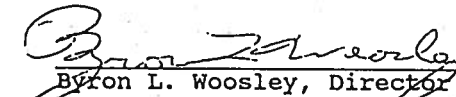
5. Left hand turns onto Rosecrans Avenue will be precluded at Continental Way. Final location of the Apollo Way alignment at the development site shall be relocated easterly to match more closely the existing segment of Apollo Street north of Rosecrans subject to the approval of the Director of Public Works.
6. The developer shall provide a signal and left turn pocket (westbound traffic) at Apollo Street and Rosecrans Avenue.
7. Conditions applicable to the Retail Development:
 - a. Provide the minimum required parking spaces as required by Code.
 - b. Submit the complete signage design specifications that will be used for all tenants. (To be approved by the Community Development Department)
 - c. The lot coverage on the retail portion shall be limited to 25% and a covenant agreement reflecting this shall be recorded by the applicant.
8. Conditions applicable to the Office Development:
 - a. Provide the minimum number of trees required by Code.
 - b. Submit a proposed signage plan.
 - c. All uses are limited to office/professional.
9. That all office buildings contain a minimum setback of 1:1 (one foot of setback for each foot of height) from Rosecrans.
10. That the applicant submit a Circulation Plan which addresses vehicular circulation and pedestrian/bicycle traffic.
11. That the applicant submit a lighting plan which identifies parking lot lights and any proposed decorative lighting. These plans shall include energy consumption and calculations on the proposed lighting.
12. That these conditions be met to the satisfaction of the Department of Community Development and the Department of Public Works.
13. That the plans meet all applicable Fire Codes as required by the Fire Department.
14. The applicant shall submit a scaled site plan that shows:
 - a. All proposed uses for the property, including dimensions and locations of all proposed structures, parking spaces, streets, open spaces, buffers, and traffic circulation.
 - b. Location and exterior dimensions of mains and accessory buildings.
 - c. Types of commercial establishments contemplated which are consistent with the zoning code.
 - d. Location, arrangement and dimensions of automobile parking areas, including width of aisles, width of bays, and angle of parking.
 - e. Location, arrangement and dimensions of truck loading and unloading spaces and docks.

DRAFT RESOLUTION NO. PC 89-61
(page 3 of 3)

- f. Location and dimensions of pedestrian entrances, exits, walks and walkways.
 - g. Location and dimensions of vehicular entrances, exits, and drives.
 - h. Location and materials of walls and fences.
 - i. Location, size, height and orientation of all signs and lights.
15. This Commercial Planned Development permit will expire five (5) years from the date of Tentative approval.

I hereby certify that the foregoing is a full, true, and correct copy of the Resolution as adopted by the Planning Commission at its regular meeting of November 29, 1989, and that said Resolution was adopted by the following votes:

AYES: Cunningham, Golik, Graw,
Kaprielian, and Chairperson Vargo
NOES: None
ABSTAIN: None
ABSENT: None


Byron L. Woosley, Director
Department of Community Development


Janet Loreh, Recording Secretary

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1 RESOLUTION NO. PC 12-06

2 RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF MANHATTAN
3 BEACH APPROVING A PLANNED DEVELOPMENT PERMIT AMENDMENT
4 ALLOWING REVISION OF AN EXISTING SHARED PARKING PROGRAM FOR AN
EXISTING COMMERCIAL CENTER, AND A USE PERMIT FOR A NEW RESTAURANT
5 USE WITHIN AN EXISTING RETAIL SPACE LOCATED AT 1550-1590 ROSECRANS
6 AVENUE (St. Paul Fire and Marine Insurance Co./ Coffee Bean)

7 THE PLANNING COMMISSION OF THE CITY OF MANHATTAN BEACH DOES HEREBY RESOLVE
8 AS FOLLOWS:

9 SECTION 1. The Planning Commission of the City of Manhattan Beach hereby makes the following
10 findings:

- 11 A. The Planning Commission of the City of Manhattan Beach conducted a public hearing on August 8,
12 2012, received testimony, and considered an application for a planned development permit amendment
13 to allow revision of an existing parking reduction for an existing commercial center, and conversion of
14 an existing retail space to restaurant use on the property legally described as a Portion of Lot 2, Parcel
15 Map 226 located at 1550-1590 Rosecrans Avenue in the City of Manhattan Beach.
- 16 B. The applicant for the subject project is St. Paul Fire and Marine Insurance Co., the owner of the
17 property.
- 18 C. The existing commercial site is currently governed by a Commercial Planned Development Permit
19 (Resolution No. PC 89-61) that permits the existing commercial center, and an Amendment (Resolution
20 No. 4770) permitting a 7% parking reduction and a maximum of 22,000 square feet of restaurant use.
21 Each existing restaurant is authorized by a subsequent use permit approval. The proposal to add
22 approximately 2,300 square feet of restaurant use to the maximum total permitted for the site requires
23 Planning Commission approval of an additional amendment to the existing Planned Development
24 Permit, and the proposed new restaurant use (Coffee Bean) requires use permit approval.
- 25 D. The existing parcel is 328,161 square feet in area and includes 3 separate buildings totaling 115,394
26 square feet including existing and proposed restaurant outdoor dining area. There are 658 parking
27 spaces on site.
- 28 E. The proposal to increase the amount of restaurant use on the site to 25,208 square feet results in a
29 Zoning Code parking requirement of 700 spaces and a 6% parking code reduction, which remains
30 consistent with the approved 7% shared parking reduction for the Planned Development. The
31 submitted parking study determines that the site's existing parking supply is adequate for the proposal.
- 32 F. The project is Categorically Exempt (Class 1 & 2, Sections 15301 & 15302) from the requirements of
the California Environmental Quality Act (CEQA) since it involves conversion and modification of an
existing facility.
- G. The project will not individually nor cumulatively have an adverse effect on wildlife resources, as
defined in Section 711.2 of the Fish and Game Code.
- H. The General Plan designation for the property is Manhattan Village Commercial. The project is
consistent with the General Plan, and specifically supports Goal LU-8, encouraging maintenance of
Rosecrans Avenue as a regional-serving commercial district, Goal LU-3, and Policy LU-3.1 related to
positive aesthetics, Policy LU-6.2 by providing a diverse tax base, and Policy LU-8-2 related to
upgrading and remodeling to meet business needs.
- I. The property is located within Area District II and is zoned PD, Planned Development. The surrounding
private land uses consist of commercial, industrial, and open space uses. The PD zone does not
establish permitted uses or development standards, however, the project is compatible with the
previous site development and the surrounding area. The subject amendment and the existing PD
permit establish the use and development regulations for the site. The proposal is consistent with the
PD district intentions for General Plan Compliance, quality design, and adequate public services.

- J. The Planning Commission made findings required to approve the PD Plan Amendment pursuant to MBMC Section 10.32.060 as follows:
1. The PD Plan Amendment is consistent with the adopted Land Use Element of the General Plan and other applicable policies and is compatible with surrounding development;
 2. The PD Plan Amendment will enhance the potential for superior urban design in comparison with the development under the base district regulations that would apply if the Plan were not approved, in that the commercial center's visual interest and functionality will be increased without a detriment to parking availability;
 3. Deviations from the base district regulations that otherwise would apply are justified by compensating benefits of the PD Plan as established by the original project approval; and
 4. The PD Plan includes adequate provisions for utilities, services, and emergency vehicle access; and public service demands will not exceed the capacity of existing and planned systems.
- K. The Planning Commission made findings required to approve the Use Permit pursuant to MBMC Section 10.84.060 as follows:
1. The proposed location of the use is in accord with the objectives of this title and the purposes of the district in which the site is located, in that the area is developed commercially including other restaurant uses;
 2. The proposed location of the use and the proposed conditions under which it would be operated or maintained will be consistent with the General Plan; will not be detrimental to the public health, safety or welfare of persons residing or working on the proposed project site or in or adjacent to the neighborhood of such use; and will not be detrimental to the public health, safety or welfare of persons residing or working on the proposed project site or in adjacent to the neighborhood of such use; and will not be detrimental to properties or improvements in the vicinity or to the general welfare of the city, in that the site and area already support restaurant use and parking supplies are adequate;
 3. The proposed use will comply with the provisions of this title, including any specific condition required for the proposed use in the district in which it would be located as the supporting parking analysis determines; and
 4. The proposed use will not adversely impact or be adversely impacted by nearby properties. Potential impacts are related but not necessarily limited to: traffic, parking, noise, vibration, odors, resident security and personal safety, and aesthetics, or create demands exceeding the capacity of public services and facilities which cannot be mitigated, in that the restaurant use is compatible with the area and parking supplies are adequate.
- L. The project shall be in compliance with applicable provisions of the Manhattan Beach Municipal Code as well as specific conditions contained herein further regulating the project.
- M. A de minimis impact finding is hereby made that the project will not individually or cumulatively have an adverse effect on wildlife resources, as defined in Section 711.2 of the Fish and Game Code.
- N. This Resolution, upon its effectiveness, together with existing Commercial Planned Development Resolution No. PC 89-61 constitutes the Planned Development Permit/Plan for the subject site, and the Use Permit for the restaurant use located at 1590 Rosecrans Avenue, Suite "T". Resolution No. 4770 is superseded by this Resolution.
- Section 2. The Planning Commission of the City of Manhattan Beach hereby **APPROVES** the subject Planned Development Permit Amendment and restaurant Use Permit subject to the following conditions (*indicates a site specific condition):

1 **Planned Development Site Conditions** (supplemental to Resolution No. PC 89-61)

- 2 1. (*) The total amount of parking reduction shall be limited to 7% of the total parking requirement, based
3 on computation of individual tenant requirements. The total amount of restaurant use, including
4 indoor and outdoor dining, shall not exceed 25,208 square feet of total area.
- 5 2. (*) The applicant shall implement the revised parking layout which was presented to the City Council
6 on December 18, 1990, as revised to reflect the retention of a convenience driveway aisle near
7 Building "F/G", at the discretion of the applicant. The minimum amount of parking to be provided on
8 site shall be 658 spaces, which supports a maximum reduction of 7%.
- 9 3. (*) All commercial truck deliveries and loading at the rear (south side) of the project shall be limited to
10 between 7:00 a.m. and 10:00 p.m. only. "Light" trucks (one ton or less weight) may deliver to the
11 rear between 10:00 p.m. and 7:00 a.m. Deviation from this delivery schedule (with the exception of
12 light trucks as noted) may occur only in the event of special legal or other constraints, over which
the tenant has no control.
- 13 4. (*) Existing trees on the site proposed for removal shall be relocated or replaced as determined to be
14 appropriate by the Community Development Director.
- 15 5. (*) Bicycle parking shall be installed in the commercial center in conformance with MBMC Section
16 10.84.080 as determined to be appropriate by the Community Development Director.

17 **Restaurant Use - 1590 Rosecrans Avenue, Suite T (Coffee Bean)**

- 18 1. The project shall be constructed and operated in substantial compliance with the submitted project
19 description and plans (Plan A or B) as approved by the Planning Commission on August 8, 2012.
20 Any substantial deviation from the approved plans must be reviewed and approved by the Planning
21 Commission. The subject property shall be in compliance with any previous permit requirements
22 that remain effective.
- 23 2. A Traffic Management Plan shall be submitted in conjunction with all construction and other
24 building plans, to be approved by the Community Development Department prior to issuance of
25 building permits. The plan shall provide for the management of all construction related traffic during
26 all phases of construction, including delivery of materials and parking of construction related
27 vehicles.
- 28 3. Prior to the commencement of any construction activity that would cause a disruption to traffic or
29 lane closure on Rosecrans Avenue; the applicant shall submit plans which shall minimize traffic
30 impacts associated with the proposed development for review and approval by the Community
31 Development Department.
- 32 4. Utility improvements such as property line cleanouts, backwater valves, mop sinks, drain lines, etc.,
shall be installed and maintained as required by the Public Works Department.
5. Modifications and improvements to the tenant space shall be in compliance with applicable
requirements of the Building Division and Los Angeles County Health Department.
6. A trash/recyclables storage area shall be provided and maintained on the site subject to the
requirements of the Community Development and Public Works Departments.
7. All new electrical, telephone, cable television system, and similar service wires and cables shall be
installed underground to the appropriate utility connections in compliance with all applicable
Building and Electrical Codes, safety regulations, and orders, rules of the Public Utilities
Commission, the serving utility company, and specifications of the Public Works Department.
8. The siting of construction related equipment (job site offices, trailers, materials, etc.) shall be
subject to the approval from the Director of Community Development prior to the issuance of any
building permits.

9. A site landscaping plan, consistent with the existing commercial center, utilizing drought tolerant native plants shall be submitted for review and approval concurrent with the building permit application. All plants shall be identified on the plan by the Latin and common names. The current edition of the Sunset Western Garden Book contains a list and description of drought tolerant plants suitable for this area.
10. A low pressure or drip irrigation system shall be installed in the landscaped areas, which shall not cause any surface run-off under normal operating conditions. Details of the irrigation system shall be noted on the landscaping plans. The type and design shall be subject to the approval of the Public Works and Community Development Departments.
11. * Property line clean outs, mop sinks, erosion control, and other sewer and storm water items shall be installed and maintained as required by the Department of Public Works.
12. Backflow prevention valves shall be installed as required by the Department of Public Works, and the locations of any such valves or similar devices shall be subject to approval by the Community Development Department prior to issuance of building permits.

Operational Restrictions

13. * The facility shall operate as an eating and drinking establishment use.
14. * Hours of operation shall be limited to 4:30 am to 11:00 pm Monday through Friday, and 5:00 am to 11:00 pm Saturday and Sunday.
15. * Alcohol service shall be prohibited.
16. * Entertainment other than background music or television is prohibited.
17. A trash storage area, with adequate capacity shall be available on the site subject to the specifications and approval of the Public Works Department, Community Development Department, and City's waste contractor. A trash and recycling plan shall be provided and implemented as required by the Public Works Department.
18. * Parking quantities and design shall be provided in conformance with the Manhattan Beach Municipal Code and Approved PD Plan for the site.
19. * The restaurant operator shall prohibit employees from parking personal vehicles on the surrounding residential streets. Employees must park on-site or be transported to the site from other off-street parking facilities subject to Community Development Department approval. The operator shall provide written instructions to all employees identifying where parking is appropriate and where street parking is prohibited. Prior to use permit implementation, a written employee parking program shall be submitted for Community Development Department approval.
20. All signs shall be in compliance with the City's Sign Code and approved sign program for the site.
21. Noise emanating from the site shall be in compliance with the Municipal Noise Ordinance. Any outside sound or amplification system or equipment is prohibited.
23. The operation shall comply with all South Coast Air Quality Management District Regulations and shall not transmit excessive emissions or odors across property lines.
24. The operation shall remain in compliance with all Fire and Building occupancy requirements at all times.
25. The management of the facility shall police the property and all areas immediately adjacent to the business during the hours of operation to keep it free of litter.

- 1 26. The operator of the facility shall provide adequate management and supervisory techniques to prevent loitering and other security concerns outside the subject business.
- 2 27. No waste water shall be permitted to be discharged from the premises. Waste water shall be discharged into the sanitary sewer system.

3 Procedural

- 4 28. All provisions of the Use Permit are subject to review by the Community Development Department 6 months after occupancy and yearly thereafter. The operator shall cooperate with the Department of the Community Development in its conduct of periodic reviews for compliance of conditions approval.
- 5 29. This PD Permit Amendment and Use Permit shall lapse two years after its date of approval, unless implemented or extended consistent with use permit time limits of Section 10.84.090 of the Municipal Code.
- 6 30. Pursuant to Public Resources Code section 21089(b) and Fish and Game Code section 711.4(c), the project is not operative, vested or final until the required filing fees are paid.
- 7 31. The applicant agrees, as a condition of approval of this project, to pay for all reasonable legal and expert fees and expenses of the City of Manhattan Beach, in defending any legal actions associated with the approval of this project brought against the City. In the event such a legal action is filed against the project, the City shall estimate its expenses for the litigation. Applicant shall deposit said amount with the City or enter into an agreement with the City to pay such expenses as they become due.

14 **SECTION 3.** Section 1094.6 of the California Code of Procedure governs the time within which judicial review, if available, of the decision reflected in this resolution must be sought, unless a shorter time is provided by other applicable law. The City Clerk shall send a certified copy of this resolution to the applicant, and if any, the appellant, at the address of said person set forth in the record of the proceedings and such mailing shall constitute the notice required by California Code of Civil Procedure Section 1094.6.

17 I hereby certify that the foregoing is a full, true, and correct copy of the Resolution as adopted by the Planning Commission at its regular meeting of August 8, 2012 and that said Resolution was adopted by the following vote:


20 **AYES:** Conaway, Gross, Ortmann,
21 Paralusz, Chairperson Andreani

22 **NOES:** None

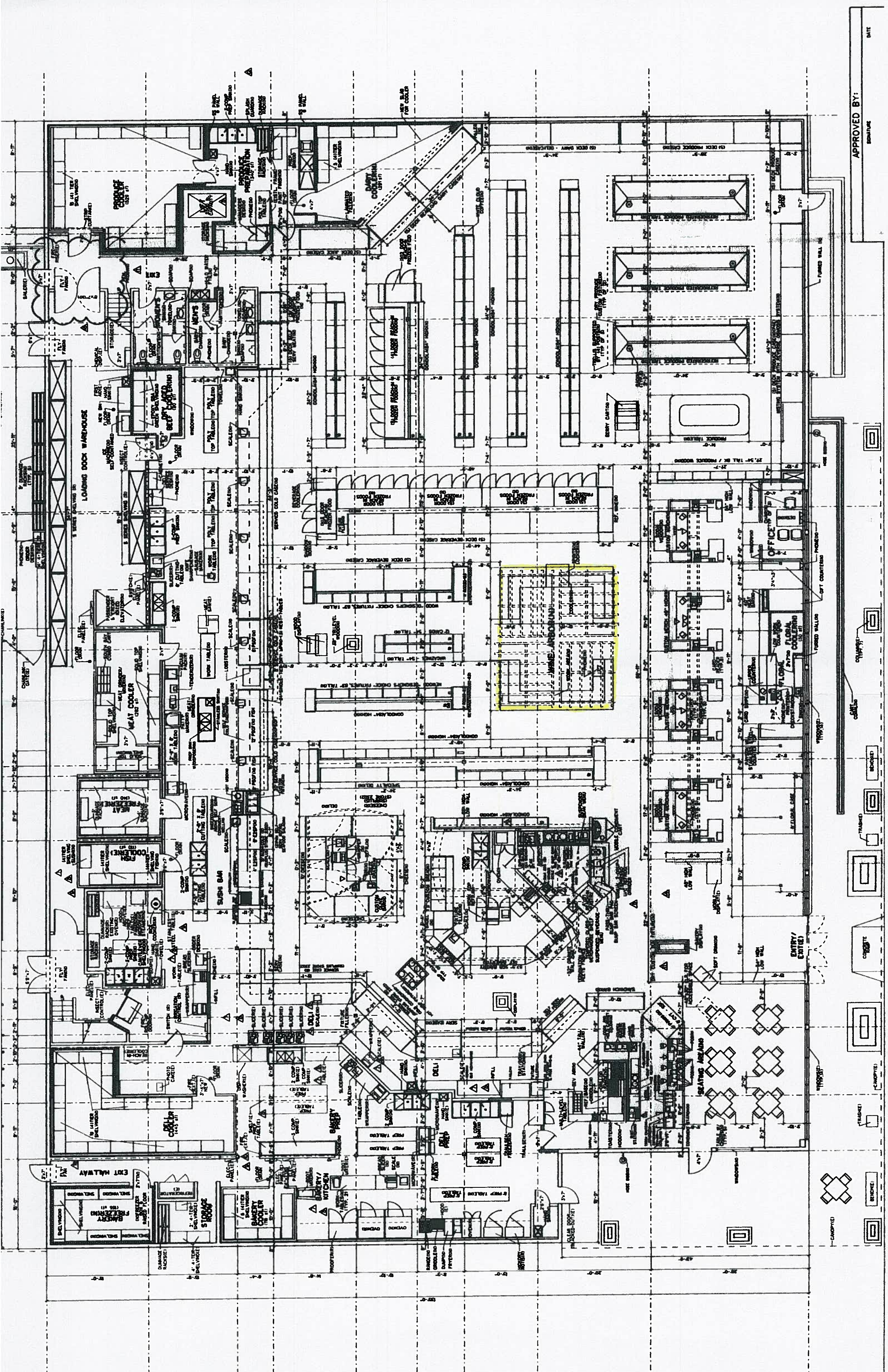
23 **ABSTAIN:** None

24 **ABSENT:** None

25 
26 **RICHARD THOMPSON,**
Secretary to the Planning Commission

27  for
28 **Sarah Boeschen,** Sarah Boeschen
Recording Secretary

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APPROVED BY: _____
 SIGNATURE

DATE

Late Attachment

Red Line Strike Out Version of the Bristol Farms PC Resolution distributed to the Planning Commission *after* the PC Agenda Packet was released to the public on Friday, June 19th, 2015.

Ted Faturos

From: Laurie B. Jester
Sent: Wednesday, July 08, 2015 9:54 AM
To: Ted Faturos
Subject: FW: Bristol Farms- Revised Draft Resolution
Attachments: Exhibit A PC Reso No 15-XX Bristol Farms final- STRIKEOUT.pdf

Laurie B. Jester
Planning Manager

P: (310) 802-5510

E: ljester@citymb.info



From: Laurie B. Jester
Sent: Wednesday, June 24, 2015 12:41 PM
To: List - Planning Commission
Cc: Michael Estrada (MEstrada@rwglaw.com); Ted Faturos; Rosemary Lackow (rlackow53@gmail.com)
Subject: Bristol Farms- Revised Draft Resolution

Planning Commission-

The draft Resolution has been revised based on input from the City Attorney and for consistency with ABC regulations. The applicant also requested some language clarification and this addresses their comments, although our understanding is that they would like additional changes that they will present at tonight's meeting.

For our quorum tonight we have Nancy, Chris and George confirmed.

Penny and Steve are out.

Also our minutes secretary will not be at the meeting but will do the minutes from the tape

Thank you!

Ted-

Please forward the revised Resolution to the applicant

RESOLUTION NO. PC 15-XX

RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF MANHATTAN BEACH APPROVING A USE PERMIT AMENDMENT TO ALLOW INSTRUCTIONAL ALCOHOL TASTINGS (TYPE 86- INSTRUCTIONAL TASTINGS) AND ~~THE SALE OF~~ FULL ALCOHOL SERVICE FOR ON-SITE CONSUMPTION (TYPE 47-ON SALE GENERAL) FOR AN EXISTING CAFÉ AT 1570 ROSECRANS AVENUE, SUITE H (Bristol Farms)

THE PLANNING COMMISSION OF THE CITY OF MANHATTAN BEACH DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1. The Planning Commission of the City of Manhattan Beach hereby makes the following findings:

- A. The Planning Commission of the City of Manhattan Beach conducted a public hearing on June 24, 2015, received testimony, and considered an application for a Use Permit Amendment to allow instructional alcohol tastings in a grocery store (Bristol Farms) as well as full alcohol service on-site in the grocery store's café for the property legally described as Lot 2, P.M. 226-7-8, located at 1570 Rosecrans Avenue, Suite H in the City of Manhattan Beach.
- B. The applicant for ~~the said~~ Use Permit Amendment is Bristol Farms.
- C. A Use Permit Amendment is needed-in order to allow instructional alcohol tastings as well as the service of alcoholic spirits in the grocery store's café, as the current Use Permit that governs the site (Resolution No. PC 90-29) only ~~permits allows for~~ beer and wine to be served in the café.
- D. The proposed use is permitted by the Commercial Development Permit and Planned Development Permit Amendment that govern the property, Resolution No. PC 89-61 and Resolution No. PC 12-06, respectively.
- E. The project is located in Area District II along the Rosecrans Avenue commercial corridor and is zoned (PD) Planned Development. The surrounding adjacent properties consist of commercial, industrial, and open space uses.
- F. The project is Categorically Exempt (Class 1, Sections 15301) from the requirements of the California Environmental Quality Act (CEQA) as the proposal has no potential for having a significant effect on the environment.

- G. The project will not individually nor cumulatively have an adverse effect on wildlife resources, as defined in Section 711.2 of the Fish and Game Code.
- H. The project shall be in compliance with applicable provisions of the Manhattan Beach Municipal Code.
- I. A determination of public convenience and necessity is made for the proposed Type 47 alcohol license and Type 86 alcohol license (as conditioned below), which shall be forwarded to the California Department of Alcohol Beverage Control upon City Council acceptance of this project approval.
- J. The applicant is requesting an amendment to the existing Use Permit, Resolution PC 90-29. ~~Once This Resolution No. PC 15-XX is adopted and approved; it will~~ incorporate and supersedes previous Resolution No. PC 90-29. Governing Resolution No. PC 89-61 and Governing Resolution No. PC 12-06 ~~will also~~ remain in full force for the Manhattan Marketplace site, of which Bristol Farms is a tenant.
- K. The Planning Commission makes the following findings with respect to this application:

Use Permit Findings

- 1. *The proposed location of the uses is in accord with the objectives of this title and the purposes of the district in which the site is located.*

The proposed project is located within the (PD) Planned Development district. The project does not encompass a change in classification of use, rather a change in the operational characteristics to include sales of distilled spirits for on-site consumption within the café, as well as the addition of instructional alcohol tastings within the store. The changes are still in accord with the commercial nature of the use previously approved.

- 2. *The proposed location of the use and the proposed conditions under which it would be operated or maintained will be consistent with the General Plan; will not be detrimental to the public health, safety or welfare of persons residing or working on the proposed project site or in or adjacent to the neighborhood of such use; and will not be detrimental to properties or improvements in the vicinity or to the general welfare of the City.*

Instructional alcohol tastings and the sale of distilled spirits for on-site consumption in an existing café that already serves beer and wine will not be detrimental since these activities will have limited night hours, serve a regional customer base, and be insulated from residential and other sensitive uses. Beer and wine has been served in the café since 1990 and there is no record of any ABC violations or alcohol-related problems with the Manhattan Beach Police Department. The applicant's request will

service the needs of the community, including the residents and employees who work in businesses located near Rosecrans Avenue.

Furthermore, the General Plan of the City of Manhattan Beach poses certain goals and policies which reflect the expectations and wishes of the City with respect to land uses. The proposed amendment is consistent with the following goals and policies:

Policy Goal LU-6.2: Encourage a diverse mix of businesses that support the local tax base, are beneficial to residents, and support the economic needs of the community.

Policy Goal LU 8: Maintain Rosecrans Avenue as a regional-serving commercial district.

3. *The proposed use will comply with the provisions of this title, including any specific condition required for the proposed use in the district in which it would be located.*

The request to amend the existing Use Permit to allow full alcohol consumption and instructional alcohol tastings is consistent with the existing use as a grocery store and café. The proposed will be in compliance with applicable provisions of the (PD) Planned Development zone, as well as Resolution No. PC 89-61 and Resolution No. PC 12-06; both of which govern the site. Specific conditions of approval are incorporated into the draft Resolution to ensure safe and responsible instructional alcohol tastings and on-site sale of alcohol in the café.

4. *The proposed use will not adversely impact nor be adversely impacted by nearby properties. Potential impacts are related but not necessarily limited to: traffic, parking, noise, vibration, odors, personal safety, and aesthetic, or create demands exceeding the capacity of public services and facilities which cannot be migrated.*

The proposed amendment will not alter the fundamental use, purpose or character of the existing business as there will be a negligible change in the existing space and layout of the store. The proposed amendment will not create any adverse impacts as it is a minor change to the existing use.

SECTION 2. The Planning Commission of the City of Manhattan Beach hereby **APPROVES** the subject Use Permit Amendment subject to the following conditions:

Alcohol Licenses

1. The project shall be constructed and operated in substantial compliance with the submitted project description and plans as approved by the Planning Commission June 24th, 2015. Any substantial deviation from the approved plans must be

reviewed and approved by the Planning Commission. The subject property shall be in compliance with any previous permit requirements that remain effective.

2. The property owner shall obtain approval from the Alcoholic Beverage Control Board and shall be in compliance with all ABC regulations and conditions of approval.
3. The primary use of the tenant space shall be for the purpose of retail food and beverage sales; the restaurant/café use, including the kitchen, shall operate incidental to the retail use at all times.
4. The permitted hours of the grocery store shall be 24 hours a day, seven days a week. The permitted hours of the ~~and the~~ restaurant/café operation shall be between 7:00am and 10:00pm.
5. The physical area where Type 86 instructional alcohol tastings take place will be restricted to only patrons at least 21 years in age during the actual instructional alcohol tasting session. Instructional alcohol tastings cannot take place on the outdoor patio and must take place inside the grocery store. The location of the tastings are subject to ABC, Planning, and Building & Safety regulations to maintain ADA and emergency access, as well as conformance with any other Municipal Code criteria.
6. The ~~on-site~~ Type 86 instructional alcohol tastings shall be conducted in a designated area (maximum instructional tasting event area of 100 square feet) with no seating, furniture, tables, or fixtures. Tasting hours are limited to 11am – 9pm seven days a week. The drink counter shall be the only level surface for placing glasses and other alcohol tasting items. The ~~“alcohol sampling designated instructional tasting event area”~~ shall include customers, employees, serving, sampling, and associated support use. Alcohol tastings shall be limited to ~~a maximum of five (5) one ounce sips per person~~ the amounts specified in the ABC regulations for Type 86 instructional tastings, and shall be subject to all other ABC regulations concerning Type 86 instructional tastings. Sips shall be poured only by store employees. No direct exterior access to or from the ~~alcohol sampling instructional tasting even area~~ shall be allowed. No special events, alcohol tastings parties or similar functions will be allowed in connection with the Type 86 instructional tasting privileges.
7. ~~The service of alcoholic beverages~~ Food in the café shall be ~~in conjunction available with food service at all times.;~~ for café patrons concurrent with any alcohol service.
8. Alcoholic beverages, including alcoholic spirits, beer, and wine, purchased for on-site consumption in the café will not be allowed on the outdoor patio and must be consumed in the café. Bristol Farms will post signage that states “No Alcohol Beyond This Point” on the door leading from the café to the outdoor patio and at

other café exits to ensure that no alcohol is taken beyond the café by Bristol Farms patrons.

Operational Restrictions

9. The permitted hours of commercial deliveries to the rear of the store shall be between 7:00am and 10:00 pm only. “Light” trucks (one ton or less) may deliver to the rear between 10:00pm and 7:00am. Deviation from this delivery schedule (with the exception of light trucks as noted) may occur in the event of special legal or other constraints, over which the tenant has no control.
10. A grease interceptor shall be continuously maintained, subject to the review and approval of the Department of Public Works.
11. The project shall comply with all conditions of approval of the master Commercial Planned Development Permit approved for the “Manhattan Marketplace” retail site, per Resolution No. PC 89-61 and the Planned Development Permit Amendment Resolution No. PC 12-06.
12. All signage shall comply with a comprehensive sign program approved for the retail center.

Procedural

13. This Resolution shall become effective when all time limits for appeal as set forth in MBMC Section 10.100.030 have expired.
14. This Use Permit shall lapse two years after its date of approval, unless implemented or extended pursuant to 10.84.090 of the Municipal Code.
15. Pursuant to Public Resources Code Section 21089 (b) and the Fish and Game Code Section 711.4 (c), the project is not operative, vested, or final until the requiring filing fees are paid.
16. The applicant must submit in writing to the City of Manhattan Beach acceptance of all conditions within 30 days of approval of Use Permit.
17. *Indemnity, Duty to Defend and Obligation to Pay Judgments and Defense Costs, Including Attorneys Fees, Incurred by the City. Bristol Farms shall defend, indemnify, and hold harmless the City, its elected officials, officers, employees, volunteers, agents, and those City agents serving as independent contractors in the role of City officials (collectively “Indemnitees”) from and against any claims, damages, actions, causes of actions, lawsuits, suits, proceedings, losses, judgments, costs, and expenses (including, without limitation, attorneys’ fees or court costs) in any manner arising out of or incident to this approval, related entitlements, or the*

City's environmental review thereof. Bristol Farms shall pay and satisfy any judgment, award or decree that may be rendered against City or the other Indemnites in any such suit, action, or other legal proceeding. The City shall promptly notify Bristol Farms of any claim, action, or proceeding and the City shall reasonably cooperate in the defense. If the City fails to promptly notify Bristol Farms of any claim, action, or proceeding, or it if the City fails to reasonably cooperate in the defense, Bristol Farms shall not thereafter be responsible to defend, indemnify, or hold harmless the City or the Indemnites. The City shall have the right to select counsel of its choice. Bristol Farms shall reimburse the City, and the other Indemnites, for any and all legal expenses and costs incurred by each of them in connection therewith or in enforcing the indemnity herein provided. Nothing in this Section shall be construed to require Bristol Farms to indemnify Indemnites for any Claim arising from the sole negligence or willful misconduct of the Indemnites. In the event such a legal action is filed challenging the City's determinations herein or the issuance of the approval, the City shall estimate its expenses for the litigation. Bristol Farms shall deposit said amount with the City or enter into an agreement with the City to pay such expenses as they become due.

~~The applicant agrees as a condition of approval of this project to pay all reasonable legal and expert fees and expenses of the City of Manhattan Beach in defending any legal brought against the City within 90 days after the city's final approval, other than one by the Applicant, challenging the approval of the project or any action or failure to act by the City relating to the environmental review process pursuant to the California Environmental Quality Act. In the event such a legal action is filed against the City, the City shall estimate its expenses for the litigation. The applicant shall deposit said amount with the City or enter into an agreement with the City to pay such expenses as they become due.~~

SECTION 3. ~~Pursuant to Government Code Section 65009 and Code of Civil Procedure Section 1094.6, any action or proceeding to attack, review, set aside, void or annul this decision, or concerning any of the proceedings, acts, or determinations taken, done or made prior to such decision or to determine the reasonableness, legality or validity of any condition attached to this decision shall not be maintained by any person unless the action or proceeding is commenced within 90 days of the date of this resolution and the City Council is served within 120 days of the date of this resolution. The City Clerk shall send a certified copy of this resolution to the applicant, and if any, the appellant at the address of said person set forth in the record of the proceedings and such mailing shall constitute the notice required by Code of Civil Procedure Section 1094.6.~~

I hereby certify that the foregoing is a full, true, and correct copy of the Resolution as adopted by the Planning Commission at its regular meeting of **June 24, 2015** and that said Resolution was adopted by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

Marisa Lundstedt
Secretary to the Planning Commission

Rosemary Lacklow
Recording Secretary

Agenda Date: 7/21/2015

TO:

Honorable Mayor and Members of the City Council

THROUGH:

Mark Danaj, City Manager

FROM:

Bruce Moe, Finance Director

SUBJECT:

Financial Report:
Schedule of Demands: June 18, 2015 (Finance Director Moe).

RECEIVE AND FILE

RECOMMENDATION:

Staff recommends that the City Council ratify the attached schedule of demands, and receive and file this report.

FISCAL IMPLICATIONS:

The financial report included herein is designed to communicate fiscal activity based upon adopted and approved budget appropriations. No further action of a fiscal nature is requested as part of this report.

The total value of the warrant register for June 18, 2015 is \$3,971,489.72.

BACKGROUND:

Finance staff prepares a variety of financial reports for the City Council and the Finance Subcommittee. A brief discussion of the enclosed report follows.

DISCUSSION:

Ratification of Demands:

Every two weeks staff prepares a comprehensive listing of all disbursements (warrant and payroll registers) with staff certification that the expenditure transactions listed have been reviewed and are within budgeted appropriations.

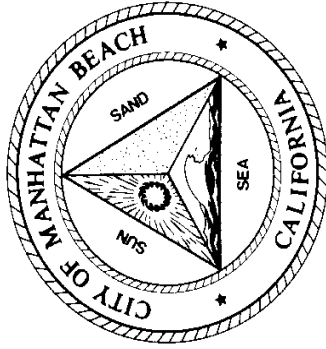
CONCLUSION:

Staff recommends that the City Council receive and file the attached financial report.

Attachment:

1. Schedule of Demands Register for June 18, 2015

City of Manhattan Beach



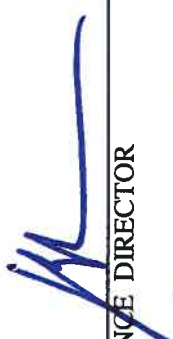
Schedule of Demands

June 18, 2015

CITY OF MANHATTAN BEACH
WARRANT REGISTER

WARRANT(S) WR 26b
DATED: 06/18/2015

I HEREBY CERTIFY THAT THE CLAIMS OR DEMANDS COVERED BY THE ABOVE WARRANT(S) IN THE AMOUNT OF **\$3,971,489.72** HAVE BEEN REVIEWED AND THAT SAID CLAIMS OR DEMANDS ARE ACCURATE, ARE IN CONFORMANCE WITH THE ADOPTED BUDGET, AND THAT THE FUNDS ARE AVAILABLE THEREOF.



FINANCE DIRECTOR



CITY MANAGER

THIS 21ST DAY OF JULY

WARRANT REGISTER(S)	WR 26b	WARRANT(S)	26b	2,585,759.55
		PREPAID WIRES / MANUAL CKS	26b	473,984.01
		SUBTOTAL WARRANTS		<u>3,059,743.56</u>
		VOIDS	26b	(820.38)
		PAYROLL	PY	912,566.54
		TOTAL WARRANTS		<u><u>3,971,489.72</u></u>

**CITY OF MANHATTAN BEACH
WARRANT REGISTER**

WARRANT BATCH NUMBER: **WR 26b**

CHECK NO.	DATE	TYPE	PAYEE NAME	PAYMENT DESCRIPTION	CHECK AMOUNT
61915	6/19/2015	T	CMB RISK MGMT LIABILITY	MONTHLY DISBURSAL - LIABILITY MAY	7,125.64
62215	6/22/2015	T	UNION BANK	F.I.T./MEDICARE/S.I.T.	273,247.92
6192015	6/19/2015	T	CMB RISK MGMT WORKERS COMP	MONTHLY DISBURSAL - WORKERS COMP I	193,610.45
SUBTOTAL					473,984.01
519481	6/18/2015	N	ACCELA INC	GO-REACH PROGRAM ENHANCEMENT	4,000.00
519482	6/18/2015	N	ADLERHORST INTERNATIONAL INC	OFF-SITE K-9 MONTHLY TRAINING	300.00
519483	6/18/2015	N	ADMINISTRATIVE SERVICES COOP	DIAL A RIDE CAB SERVICE-APRIL 2015	1,100.40
519484	6/18/2015	N	AKM CONSULTING ENGINEERS INC	CONTRACT EXTENSION - PROFESSIONAL S	12,805.00
519485	6/18/2015	N	ALL CITY MANAGEMENT SVCS	CROSSING GUARD SERVICES	12,556.32
519486	6/18/2015	N	JOSH ALPERT	GOLF INSTRUCTOR	3,303.95
519487	6/18/2015	N	AQUA FLO	IRRIGATION SUPPLIES CONTRACT	53.36
519488	6/18/2015	N	ARAKELIAN ENTERPRISES INC	STREET SWEEPING SERVICE EXTRAS	2,809.00
519489	6/18/2015	N	ART TO GROW ON	YOUTH ART INSTRUCTOR	3,189.20
519490	6/18/2015	N	HISAKO ASANO GOULD	ART INSTRUCTOR	826.00
519492	6/18/2015	N	BAY ANIMAL HOSPITAL INC	VET SERVICES	1,552.85
519493	6/18/2015	N	BERLITZ LANGUAGES INC	CONTRACT SERVICES	75.00
519494	6/18/2015	N	WANDA BOYNE BORGERDING	MUSIC INSTRUCTOR	1,237.60
519495	6/18/2015	N	CHRISTINA MARIE BROOME	WATER AEROBICS INSTRUCTOR	160.00
519496	6/18/2015	N	KATHLEEN BRUNICK	CASH KEY REFUND	14.75
519497	6/18/2015	N	CA NEWSPAPER PARTNERSHIP	ADVERTISING	1,610.00
519498	6/18/2015	N	CA PARK & REC SOCIETY CPRS	CPRS DISTRICT 9 AWARDS & INSTALLATIO	180.00
519499	6/18/2015	N	CA TEAMSTERS LOCAL 911	DUES (MISC): PAYMENT	6,080.00
519500	6/18/2015	N	SABRINA CALLENDER-CLEWETT	MB YOUTH RECONGNITION AWARD	1,300.00

**CITY OF MANHATTAN BEACH
WARRANT REGISTER**

WARRANT BATCH NUMBER: **WR 26b**

CHECK NO.	DATE	TYPE	PAYEE NAME	PAYMENT DESCRIPTION	CHECK AMOUNT
519501	6/18/2015	N	CALPERS	REQUIRED CONTRIBUTIONS CERBT	275,000.00
519502	6/18/2015	N	CALPIPE INDUSTRIES	18-08733PF BOLLARD ARRAY	40,288.57
519503	6/18/2015	N	CANNON CORPORATION	2013-14 WATER MAIN REPLACEMENT DESI	330.00
519504	6/18/2015	N	CASE ANYWHERE LLC	COURT COSTS	60.00
519505	6/18/2015	N	ROCK H CASTELLANO	OVERPAYMENT AMBULANCE BILLING	104.01
519506	6/18/2015	N	CELLCO PARTNERSHIP	WIRELESS SERVICE	59.30
519507	6/18/2015	N	CHEVRON	GASOLINE	246.84
519508	6/18/2015	N	CITY OF MANHATTAN BEACH	PETTY CASH REPLENISHMENT	430.91
519509	6/18/2015	N	CLE ELECTRIC INC	ON-CALL ELECTRICIAN	13,475.50
519510	6/18/2015	N	CLEANS TREET	LANDSCAPE SERVICES EXTRAS	32,156.66
519511	6/18/2015	N	CODE 5 GROUP LLC	CONTRACT SERVICES	1,800.00
519512	6/18/2015	N	SONA COFFEE	REIMBURSEMENT-TRAVEL EXPENSE	1,763.00
519513	6/18/2015	N	DORENE G COLES	YOGA INSTRUCTOR	2,494.80
519514	6/18/2015	N	WALLACE AND ASSOCIATES CONSULTIN	SEPULVEDA/MARINE TRAFFIC SIGNAL INS	6,104.00
519515	6/18/2015	N	WALLACE AND ASSOCIATES CONSULTIN	SEPULVEDA & 2ND ST WATER MAIN INSPE	975.58
519516	6/18/2015	N	CONTROL MAINTENANCE REPAIR INC	LARSSON BOOSTER STATION REPAIRS	5,704.98
519517	6/18/2015	N	BARBARA COOLEY	OVERPAYMENT AMBULANCE BILLING	1,965.75
519518	6/18/2015	N	CORELOGIC INFO SOLUTIONS INC	CONTRACT SERVICES-WIN2DATA	1,174.00
519519	6/18/2015	N	R CRAIG CROTTY	ARBORIST SERVICES	1,687.50
519520	6/18/2015	N	CROWN BLDG MAINTENANCE CO INC	JANITORIAL SERVICES EXTRAS	36,371.20
519521	6/18/2015	N	MATT CUEVAS	REIMBURSEMENT-TRAVEL EXPENSE	263.35
519522	6/18/2015	N	CULLIGAN	WATER FILTER LEASE	148.30

CITY OF MANHATTAN BEACH
WARRANT REGISTER

WARRANT BATCH NUMBER: **WR 26b**

CHECK NO.	DATE	TYPE	PAYEE NAME	PAYMENT DESCRIPTION	CHECK AMOUNT
519523	6/18/2015	N	MICHAEL DAVIES	REIMBURSEMENT-TRAVEL EXPENSE	360.38
519524	6/18/2015	N	DELL MARKETING LP	DESKTOPS SCHEDULED HARDWARE REFR	18,848.73
519525	6/18/2015	N	DEPARTMENT OF TRANSPORTATION	TRAFFIC SERVICES	3,429.93
519526	6/18/2015	N	DONNOE & ASSOCIATES INC	CONTRACT SERVICES	1,410.00
519527	6/18/2015	N	EASY READER INC	WATER MEETING AD 5/7/15	700.00
519528	6/18/2015	N	EDUCATIONAL CREDIT MGMT CORP	EARNINGS WITHHOLDING	435.10
519529	6/18/2015	N	CHRISTIAN EICHENLAUB	REIMBURSEMENT-TRAVEL EXPENSE	273.80
519530	6/18/2015	N	EN POINTE TECHNOLOGIES INC	TRENDMICRO ANTIVIRUS	1,475.00
519531	6/18/2015	N	EXPERIAN INFO SOLUTIONS INC	APPLICANT CREDIT CHECKS	77.00
519532	6/18/2015	N	RICHARD FERNANDEZ	REFUND ROW DEPOSITS	427.00
519533	6/18/2015	N	FIRE INFO SUPPORT SERVICES INC	FIRERMS SUPPORT & MAINTENANCE CON	3,545.00
519534	6/18/2015	N	FIRST CALL STAFFING INC	TEMPORARY EMPLOYEE SERVICES	3,243.60
519535	6/18/2015	N	TONY FRYKLUND	VEHICLE GRAPHICS	572.25
519536	6/18/2015	N	DANIEL C GACAD	KARATE INSTRUCTOR	336.00
519537	6/18/2015	N	GARDA CL WEST INC	ARMORED SERVICES	602.49
519538	6/18/2015	N	ANNA GIANNOTTIS LUNA	ACTING INSTRUCTOR	877.10
519539	6/18/2015	N	GOLDEN HEART RANCH	SPECIALTY DANCE INSTRUCTOR	58.50
519540	6/18/2015	N	GOVISION LP	SALUTE TO THE TROOPS	1,750.00
519541	6/18/2015	N	GRANICUS	CLOSED CAPTIONING SERVICES	7,200.00
519542	6/18/2015	N	CINDY GREBLIUNAS	VOLLEYBALL INSTRUCTOR	825.00
519543	6/18/2015	N	NANCY GREEN	PARKS & RECREATION REFUND	64.00
519544	6/18/2015	N	GRIFFITH COMPANY	SEPULVEDA/MARINE TRAFFIC SIGNAL-PP	141,371.29

**CITY OF MANHATTAN BEACH
WARRANT REGISTER**

WR 26b

WARRANT BATCH NUMBER:

CHECK NO.	DATE	TYPE	PAYEE NAME	PAYMENT DESCRIPTION	CHECK AMOUNT
519545	6/18/2015	N	H F & H CONSULTANTS LLC	CONSULTANTS/FOOD WASTE	3,308.75
519546	6/18/2015	N	HACH COMPANY	PORTABLE WATER QUALITY ANALYZER	5,042.08
519547	6/18/2015	N	HINDERLITER DE LLAMAS & ASSOC	CONTRACT SERVICES/SALES TAX 2ND QU.	3,318.09
519548	6/18/2015	N	JONATHAN HIRSHBERG	AMBULANCE DUPLICATE PAYMENT	810.65
519549	6/18/2015	N	HUNTINGTON BCH MOTORSPORTS INC	MOTORCYCLE PARTS & SERVICE	2,491.40
519550	6/18/2015	N	STEPHEN ROSS HYDE	MASTER SWIM COACH	945.00
519551	6/18/2015	N	ICMA RETIREMENT TRUST - 401	DEFERRED COMP 108075: PAYMENT	673.08
519552	6/18/2015	N	ICMA RETIREMENT TRUST - 401	DEFERRED COMP 109365: PAYMENT	2,909.98
519553	6/18/2015	N	ICMA RETIREMENT TRUST - 457	DEFERRED COMP AND LOAN REPAY 457	70,840.85
519554	6/18/2015	N	ICMA RETIREMENT TRUST 401	LOAN REPAY 401: PAYMENT	4,922.27
519555	6/18/2015	N	INFOSEND INC	2015-16 BUDGET MEETING NOTICE	8,010.28
519556	6/18/2015	N	INTERNAP NETWORK SERVICES CORP	INTERNET SERVICES PROVIDER CONTRAC	7,857.19
519557	6/18/2015	N	IPS GROUP INC	PARKING METER CC FEES	22,354.40
519558	6/18/2015	N	JOAN STEIN JENKINS	PROSECUTION SERVICES	6,084.40
519559	6/18/2015	N	MATTHEW R JOHNSON	CITATION REFUND	100.00
519560	6/18/2015	N	VICTORIA HELEN JOHNSON	WATER AEROBICS INSTRUCTOR	785.00
519561	6/18/2015	N	JPMORGAN CHASE BANK NATL ASSC	MONTHLY LEASE-SEWER TRUCK	16,488.30
519562	6/18/2015	N	K2 DEVELOPMENT GROUP INC	REFUND ROW DEPOSITS	496.00
519563	6/18/2015	N	JENNIFER KALLOK	EARNINGS WITHHOLDING	184.62
519564	6/18/2015	N	L A COUNTY ASSESSOR	MAPS	16.00
519565	6/18/2015	N	L A COUNTY DEPT OF P W	TRAFFIC SERVICES	11,826.30
519566	6/18/2015	N	L A COUNTY DEPT OF P W	TRAFFIC SIGNAL MAINTENANCE	480.82

CITY OF MANHATTAN BEACH
WARRANT REGISTER

WARRANT BATCH NUMBER:

WR 26b

CHECK NO.	DATE	TYPE	PAYEE NAME	PAYMENT DESCRIPTION	CHECK AMOUNT
519567	6/18/2015	N	L A COUNTY SHERIFF'S OFFICE	EARNINGS WITHHOLDING	87.50
519568	6/18/2015	N	L A ICE VENTURES LLC	ICE SKATING INSTRUCTOR	676.00
519569	6/18/2015	N	HELEN JULIANNE LACKEY	VOLLEYBALL INSTRUCTOR	475.00
519570	6/18/2015	N	LAM ENTERPRISES	REFUND ROW DEPOSITS	496.00
519571	6/18/2015	N	VIC LARSON	TENNIS INSTRUCTOR	1,980.30
519572	6/18/2015	N	JACQUELINE LEON	LINE DANCING INSTRUCTOR	65.25
519573	6/18/2015	N	ANNE GRAY LEWIS	TENNIS INSTRUCTOR	5,937.00
519574	6/18/2015	N	CECILIA LLANO	REFUND ROW DEPOSITS	496.00
519575	6/18/2015	N	KATHLEEN MARY LLORENS	DANCE INSTRUCTOR	285.60
519576	6/18/2015	N	LOCAL GOVERNMENT COMMISSION	ANNUAL GREENCITIES MEMBERSHIP	3,000.00
519577	6/18/2015	N	LOS ANGELES SUPERIOR COURT	BAIL PAYMENT	20,000.00
519578	6/18/2015	N	LOS ANGELES SUPERIOR COURT	BAIL PAYMENT	20,000.00
519579	6/18/2015	N	LOS ANGELES SUPERIOR COURT	BAIL PAYMENT	20,000.00
519580	6/18/2015	N	MARISA LUNDSTEDT	REIMBURSEMENT-TRAVEL EXPENSE	352.20
519581	6/18/2015	N	M B POLICE MGMT ASSC	DUES \$ (POL MGT ASSN): PAYMENT	280.00
519582	6/18/2015	N	M B POLICE OFFICERS ASSOCIA	DUES \$ (POLICE FIXED): PAYMENT	5,763.04
519583	6/18/2015	N	M B WATER DEPARTMENT	MONTHLY CHARGES	63,922.01
519584	6/18/2015	N	NHUNG MADRID	REIMBURSEMENT-TRAVEL EXPENSE	313.43
519585	6/18/2015	N	MAIN STREET TOURS INC	TOURS/EVENTS	4,509.00
519586	6/18/2015	N	MARY JEAN MALLMAN	CERAMIC STUDIO LAB TECH	4,788.00
519587	6/18/2015	N	MICHAEL L MALONEY	VOLLEYBALL INSTRUCTOR	525.00
519588	6/18/2015	N	MARINE RESOURCES INC	TEMPORARY EMPLOYEE SERVICES	7,766.88

CITY OF MANHATTAN BEACH
WARRANT REGISTER

WARRANT BATCH NUMBER:

WR 26b

CHECK NO.	DATE	TYPE	PAYEE NAME	PAYMENT DESCRIPTION	CHECK AMOUNT
519589	6/18/2015	N	MARY JO MASTRO	PARKS & RECREATION REFUND	50.00
519590	6/18/2015	N	MBPOA RETIREE	MD TRUST (MED TRUST): PAYMENT	2,175.00
519591	6/18/2015	N	MBX FOUNDATION INC	GRAD NITE 2015 DONATION	7,500.00
519592	6/18/2015	N	SCOTT MCLELLAN	FIRE RESERVE	175.00
519593	6/18/2015	N	SCOTT MCLELLAN	REIMBURSEMENT	285.00
519594	6/18/2015	N	MELAD AND ASSOCIATES INC	PLAN CHECK AND INSPECTION SERVICES	41,478.35
519595	6/18/2015	N	MERCHANTS LANDSCAPE SVCS INC	LANDSCAPE SERVICES EXTRAS	41,923.07
519596	6/18/2015	N	WALT PAUL MEYERS	TENNIS INSTRUCTOR	4,604.60
519597	6/18/2015	N	MIHM INC	CONTRACT SERVICES	250.00
519598	6/18/2015	N	NEXTEL OF CALIFORNIA INC	MOBILE COMMUNICATIONS	156.21
519599	6/18/2015	N	JUDITH NORTON	REFUND ROW DEPOSITS	427.00
519600	6/18/2015	N	NOTORIOUS FIT LLC	FITNESS INSTRUCTOR	2,067.20
519601	6/18/2015	N	JAMES OBRADOVICH	CITATION REFUND DUPLICATE PYMT	79.00
519602	6/18/2015	N	MATTHEW OEHLMANN OR ASHLEY JON	CITATION REFUND	48.00
519603	6/18/2015	N	ON TARGET PERFORMANCE SYS INC	ADMIN. INVESTIGATIONS MGMT SOFTWARE	7,000.00
519604	6/18/2015	N	PACIFIC COAST ELEVATOR CORP	ELEVATOR MAINTENANCE	3,806.01
519605	6/18/2015	N	PACIFIC MUNICIPAL CONSULTANTS	CONTRACT PLANNING SUPPORT SERVICE:	615.00
519606	6/18/2015	N	KAMILA PAVLASKOVA	VOLLEYBALL INSTRUCTOR	525.00
519607	6/18/2015	N	PREPAID LEGAL SERVICES INC	PREPAID LEGAL: PAYMENT	94.70
519608	6/18/2015	N	PROFORCE MARKETING INC	LASERS	14,311.21
519609	6/18/2015	N	PUBLIC EMPLOYEES'	PENSION CONTRIBUTION SAFETY: PAYME	276,284.74
519610	6/18/2015	N	QUICK CRETE PRODUCTS CORP	REPLACEMENT PUBLIC TRASH CANS AND	42,629.90

**CITY OF MANHATTAN BEACH
WARRANT REGISTER**

WR 26b

WARRANT BATCH NUMBER:

CHECK NO.	DATE	TYPE	PAYEE NAME	PAYMENT DESCRIPTION	CHECK AMOUNT
519611	6/18/2015	N	RACEWAY FORD	POLICE K-9 SUV INTERCEPTOR (V#181)	32,598.66
519612	6/18/2015	N	RAND ELLS CONSTRUCTION	REFUND ROW DEPOSITS	992.00
519613	6/18/2015	N	RESCUE ROOTER	PLUMBING SERVICES	17,011.00
519614	6/18/2015	N	NINA RILEY	PARKS & RECREATION REFUND	33.00
519615	6/18/2015	N	ROBERT HALF INTERNATIONAL INC	TEMPORARY EMPLOYEE SERVICES	5,630.79
519616	6/18/2015	N	S&J SUPPLY COMPANY INC	FIRE HYDRANTS	15,634.20
519617	6/18/2015	N	SAFETY KLEEN CORP	GARAGE SUPPLIES	570.41
519619	6/18/2015	N	SBRPCA	ELECTRONICS FOR CHEVY IMPALA V#126	22,738.69
519620	6/18/2015	N	SELECTIVE GIFT INSTITUTE	EMPLOYEE AWARDS & EVENTS	160.66
519621	6/18/2015	N	EDEN SERINA	YOGA INSTRUCTOR	790.00
519622	6/18/2015	N	MICHAEL SISTONI	REIMBURSEMENT	98.75
519623	6/18/2015	N	SMART SOURCE OF CALIFORNIA LLC	PRINTING AND DIRECT MAILING SERVICE	544.19
519624	6/18/2015	N	SOUTH BAY FORD INC	AUTO PARTS & SERVICE	450.00
519625	6/18/2015	N	SOUTHERN CALIFORNIA EDISON	STREET LIGHTING CHARGES	25,176.85
519626	6/18/2015	N	SOUTHERN CALIFORNIA EDISON	MONTHLY ELECTRIC CHARGES	70,730.29
519627	6/18/2015	N	SPCA LA	ANIMAL SHELTERING SERVICES	550.00
519628	6/18/2015	N	ELIZABETH SPRINGER	CITATION REFUND	333.00
519629	6/18/2015	N	SPRINT SOLUTIONS INC	MOBILE COMMUNICATIONS	37.99
519630	6/18/2015	N	SSBRA	SOCCER OFFICIALS	5,304.00
519631	6/18/2015	N	CHRISTINE STARCZAK	VOLLEYBALL INSTRUCTOR	705.00
519632	6/18/2015	N	STATE CONTROLLER'S OFFICE	2014 OFFSET PROGRAM	376.53
519633	6/18/2015	N	STATE DISBURSEMENT UNIT	EARNINGS WITHHOLDING	1,603.15

**CITY OF MANHATTAN BEACH
WARRANT REGISTER**

WARRANT BATCH NUMBER: **WR 26b**

CHECK NO.	DATE	TYPE	PAYEE NAME	PAYMENT DESCRIPTION	CHECK AMOUNT
519634	6/18/2015	N	STATE OF CALIFORNIA	CONTRACT SERVICES	1,243.00
519635	6/18/2015	N	STEPHAN T HONDA MD INC	MEDICAL SERVICES	165.00
519636	6/18/2015	N	SIMI STORM	VOLLEYBALL INSTRUCTOR	525.00
519637	6/18/2015	N	SULLY MILLER CONTRACTING CO	ASPHALT/EMULSION	985.21
519638	6/18/2015	N	SUPERIOR COURT OF CA-CO OF LA	CITATION SURCHARGE-MAY 2015	56,107.60
519639	6/18/2015	N	SWRCB FEES	WATER SYSTEM FEES	4,647.68
519640	6/18/2015	N	SYSTEM PAVERS	REFUND ROW DEPOSITS	500.00
519641	6/18/2015	N	THE DAVEY TREE EXPERT COMPANY	STREET TREE MASTER PLAN SERVICE	17,067.40
519642	6/18/2015	N	THE GAS COMPANY	MONTHLY CHARGES	3,970.78
519643	6/18/2015	N	THE MACK SURVIVORS TRUST	REFUND ROW DEPOSITS	496.00
519644	6/18/2015	N	THE PITNEY BOWES BANK INC	POSTAGE FUND RESERVE ACCOUNT	5,000.00
519645	6/18/2015	N	TERRELL LYNN THOMPSON	SENIOR YOGA INSTRUCTOR	448.00
519646	6/18/2015	N	STEVEN TILLMANN	FINGERPRINT IDENTIFICATION	350.00
519647	6/18/2015	N	TOTAL ADMINISTRATION SVCS CORP	MONTHLY FEES	438.85
519648	6/18/2015	N	TOTAL ADMINISTRATIVE SVCS CORP	CHILD125 (CHILD 125 PLAN): PAYMENT	7,633.30
519649	6/18/2015	N	TRAFFIC MANAGEMENT INC	WATER BARRICADES RENTAL	460.00
519650	6/18/2015	N	TURBO DATA SYSTEMS INC	CITATION PROCESSING-MAY 2015	10,414.77
519651	6/18/2015	N	U.S. BANK	P/T EMP RETIREMENT CONTRIB: PAYMEN	3,268.13
519652	6/18/2015	N	UNITED PARCEL SERVICE	DELIVERY SERVICE	202.04
519653	6/18/2015	N	US BANCORP CARD SERVICES INC	D-CARD CHARGES	58,842.18
519654	6/18/2015	N	US BANK	TRUSTEE FEES MARINE AVE PARK VARIAB	3,325.00
519655	6/18/2015	N	US BANK NA	GAS CARD PURCHASES-MAY 2015	710.37

CITY OF MANHATTAN BEACH
WARRANT REGISTER

WARRANT BATCH NUMBER: **WR 26b**

CHECK NO.	DATE	TYPE	PAYEE NAME	PAYMENT DESCRIPTION	CHECK AMOUNT
519656	6/18/2015	N	US HEALTHWORKS MEDICAL GRP PC	MEDICAL SERVICES	275.00
519657	6/18/2015	N	J PATRICIA VADER	SCULPTURE GARDEN PROGRAM	1,500.00
519658	6/18/2015	N	VAN LINGEN BODY SHOP INC	TOWING AND VEHICLE STORAGE	26.50
519659	6/18/2015	N	VANTAGEPOINT TRANSFER AGENTS	RETMT HLTH SAVINGS CONTRIB: PAYME	1,344.15
519660	6/18/2015	N	ROBIN L VARGAS	EARNINGS WITHHOLDING	553.85
519661	6/18/2015	N	VERIZON CALIFORNIA INC	CABLE SERVICE	10,878.79
519662	6/18/2015	N	VORTEX INDUSTRIES	INDUSTRIAL DOOR & ELECTRONIC GATE I	3,545.38
519663	6/18/2015	N	WALTERS WHOLESale ELECTRIC CO	ELECTRICAL SUPPLIES	2,521.51
519664	6/18/2015	N	WASTE MANAGEMENT INC	MAY 2015 REFUSE	286,466.04
519665	6/18/2015	N	WATER REPLENISHMENT DISTRICT	MONTHLY WATER PURCHASE	51,150.48
519666	6/18/2015	N	WEST BASIN MUNICIPAL WATER DIS	MONTHLY WATER PURCHASES	391,533.20
519667	6/18/2015	N	WESTNET INC	FIRST-IN ALERTING SMART STATION SPEA	1,077.62
519668	6/18/2015	N	WESTWOOD BUILDING MATERIALS	BLDG MATERIALS/CEMENT	176.23
519669	6/18/2015	N	XEROX CORPORATION	MULTI MACHINES LEASE & BASE BUSINES	7,337.68
519670	6/18/2015	N	ZAP MANUFACTURING INC	TRAFFIC SIGNS	1,045.69
519671	6/18/2015	N	ZEENI INC	BASKETBALL UNIFORMS	5,669.45
SUBTOTAL					2,585,759.55
COMBINED TOTAL					3,059,743.56

PAYMENT LEGEND:
T = Wire Transfers
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H = Hand Written Checks

CITY OF MANHATTAN BEACH
WARRANT REGISTER
CHECKS EQUAL TO OR ABOVE
\$2,500.00

WARRANT BATCH NUMBER: **WR 26b**

CHECK NO.	DATE	TYPE	PAYEE NAME	PAYMENT DESCRIPTION	CHECK AMOUNT
61915	6/19/2015	T	CMB RISK MGMT LIABILITY	MONTHLY DISBURSAL - LIABILITY MAY	7,125.64
62215	6/22/2015	T	UNION BANK	F.I.T./MEDICARE/S.I.T.	273,247.92
6192015	6/19/2015	T	CMB RISK MGMT WORKERS COMP	MONTHLY DISBURSAL - WORKERS COMP	193,610.45
SUBTOTAL					473,984.01
519481	6/18/2015	N	ACCELA INC	GO-REACH PROGRAM ENHANCEMENT	4,000.00
519484	6/18/2015	N	AKM CONSULTING ENGINEERS INC	CONTRACT EXTENSION - PROFESSIONAL ;	12,805.00
519485	6/18/2015	N	ALL CITY MANAGEMENT SVCS	CROSSING GUARD SERVICES	12,556.32
519486	6/18/2015	N	JOSH ALPERT	GOLF INSTRUCTOR	3,303.95
519488	6/18/2015	N	ARAKELIAN ENTERPRISES INC	STREET SWEEPING SERVICE EXTRAS	2,809.00
519489	6/18/2015	N	ART TO GROW ON	YOUTH ART INSTRUCTOR	3,189.20
519499	6/18/2015	N	CA TEAMSTERS LOCAL 911	DUES (MISC): PAYMENT	6,080.00
519501	6/18/2015	N	CALPERS	REQUIRED CONTRIBUTIONS CERBT	275,000.00
519502	6/18/2015	N	CALPIPE INDUSTRIES	18-08733PF BOLLARD ARRAY	40,288.57
519509	6/18/2015	N	CLE ELECTRIC INC	ON-CALL ELECTRICIAN	13,475.50
519510	6/18/2015	N	CLEANS STREET	LANDSCAPE SERVICES EXTRAS	32,156.66
519514	6/18/2015	N	WALLACE AND ASSOCIATES CONSULTING	SEPUVEDA/MARINE TRAFFIC SIGNAL INS	6,104.00
519516	6/18/2015	N	CONTROL MAINTENANCE REPAIR INC	LARSSON BOOSTER STATION REPAIRS	5,704.98
519520	6/18/2015	N	CROWN BLDG MAINTENANCE CO INC	JANITORIAL SERVICES EXTRAS	36,371.20
519524	6/18/2015	N	DELL MARKETING LP	DESKTOPS SCHEDULED HARDWARE REFR	18,848.73
519525	6/18/2015	N	DEPARTMENT OF TRANSPORTATION	TRAFFIC SERVICES	3,429.93
519533	6/18/2015	N	FIRE INFO SUPPORT SERVICES INC	FIRERMS SUPPORT & MAINTENANCE CON	3,545.00
519534	6/18/2015	N	FIRST CALL STAFFING INC	TEMPORARY EMPLOYEE SERVICES	3,243.60
519541	6/18/2015	N	GRANICUS	CLOSED CAPTIONING SERVICES	7,200.00

CITY OF MANHATTAN BEACH
WARRANT REGISTER
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WARRANT BATCH NUMBER: **WR 26b**

CHECK NO.	DATE	TYPE	PAYEE NAME	PAYMENT DESCRIPTION	CHECK AMOUNT
519544	6/18/2015	N	GRIFFITH COMPANY	SEPULVEDA/MARINE TRAFFIC SIGNAL-PP.	141,371.29
519545	6/18/2015	N	H F & H CONSULTANTS LLC	CONSULTANTS/FOOD WASTE	3,308.75
519546	6/18/2015	N	HACH COMPANY	PORTABLE WATER QUALITY ANALYZER	5,042.08
519547	6/18/2015	N	HINDERLITER DE LLAMAS & ASSOC	CONTRACT SERVICES/SALES TAX 2ND QU.	3,318.09
519552	6/18/2015	N	ICMA RETIREMENT TRUST - 401	DEFERRED COMP 109365: PAYMENT	2,909.98
519553	6/18/2015	N	ICMA RETIREMENT TRUST - 457	DEFERRED COMP AND LOAN REPAY 457	70,840.85
519554	6/18/2015	N	ICMA RETIREMENT TRUST 401	LOAN REPAY 401: PAYMENT	4,922.27
519555	6/18/2015	N	INFOSEND INC	2015-16 BUDGET MEETING NOTICE	8,010.28
519556	6/18/2015	N	INTERNAP NETWORK SERVICES COR	INTERNET SERVICES PROVIDER CONTRAC	7,857.19
519557	6/18/2015	N	IPS GROUP INC	PARKING METER CC FEES	22,354.40
519558	6/18/2015	N	JOAN STEIN JENKINS	PROSECUTION SERVICES	6,084.40
519561	6/18/2015	N	JPMORGAN CHASE BANK NATL ASSC	MONTHLY LEASE-SEWER TRUCK	16,488.30
519565	6/18/2015	N	L A COUNTY DEPT OF P W	TRAFFIC SERVICES	11,826.30
519573	6/18/2015	N	ANNE GRAY LEWIS	TENNIS INSTRUCTOR	5,937.00
519576	6/18/2015	N	LOCAL GOVERNMENT COMMISSION	ANNUAL GREENCITIES MEMBERSHIP	3,000.00
519577	6/18/2015	N	LOS ANGELES SUPERIOR COURT	BAIL PAYMENT	20,000.00
519578	6/18/2015	N	LOS ANGELES SUPERIOR COURT	BAIL PAYMENT	20,000.00
519579	6/18/2015	N	LOS ANGELES SUPERIOR COURT	BAIL PAYMENT	20,000.00
519582	6/18/2015	N	M B POLICE OFFICERS ASSOCIA	DUES \$ (POLICE FIXED): PAYMENT	5,763.04
519583	6/18/2015	N	M B WATER DEPARTMENT	MONTHLY CHARGES	63,922.01
519585	6/18/2015	N	MAIN STREET TOURS INC	TOURS/EVENTS	4,509.00
519586	6/18/2015	N	MARY JEAN MALLMAN	CERAMIC STUDIO LAB TECH	4,788.00

CITY OF MANHATTAN BEACH
WARRANT REGISTER
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WARRANT BATCH NUMBER: **WR 26b**

CHECK NO.	DATE	TYPE	PAYEE NAME	PAYMENT DESCRIPTION	CHECK AMOUNT
519588	6/18/2015	N	MARINE RESOURCES INC	TEMPORARY EMPLOYEE SERVICES	7,766.88
519591	6/18/2015	N	MBX FOUNDATION INC	GRAD NITE 2015 DONATION	7,500.00
519594	6/18/2015	N	MELAD AND ASSOCIATES INC	PLAN CHECK AND INSPECTION SERVICES	41,478.35
519595	6/18/2015	N	MERCHANTS LANDSCAPE SVCS INC	LANDSCAPE SERVICES EXTRAS	41,923.07
519596	6/18/2015	N	WALT PAUL MEYERS	TENNIS INSTRUCTOR	4,604.60
519603	6/18/2015	N	ON TARGET PERFORMANCE SYS INC	ADMIN. INVESTIGATIONS MGMT SOFTWARE	7,000.00
519604	6/18/2015	N	PACIFIC COAST ELEVATOR CORP	ELEVATOR MAINTENANCE	3,806.01
519608	6/18/2015	N	PROFORCE MARKETING INC	LASERS	14,311.21
519609	6/18/2015	N	PUBLIC EMPLOYEES'	PENSION CONTRIBUTION SAFETY: PAYME	276,284.74
519610	6/18/2015	N	QUICK CRETE PRODUCTS CORP	REPLACEMENT PUBLIC TRASH CANS AND	42,629.90
519611	6/18/2015	N	RACEWAY FORD	POLICE K-9 SUV INTERCEPTOR (V#181)	32,598.66
519613	6/18/2015	N	RESCUE ROOTER	PLUMBING SERVICES	17,011.00
519615	6/18/2015	N	ROBERT HALF INTERNATIONAL INC	TEMPORARY EMPLOYEE SERVICES	5,630.79
519616	6/18/2015	N	S&J SUPPLY COMPANY INC	FIRE HYDRANTS	15,634.20
519619	6/18/2015	N	SBRPCA	ELECTRONICS FOR CHEVY IMPALA V#126	22,738.69
519625	6/18/2015	N	SOUTHERN CALIFORNIA EDISON	STREET LIGHTING CHARGES	25,176.85
519626	6/18/2015	N	SOUTHERN CALIFORNIA EDISON	MONTHLY ELECTRIC CHARGES	70,730.29
519630	6/18/2015	N	SSBRA	SOCCER OFFICIALS	5,304.00
519638	6/18/2015	N	SUPERIOR COURT OF CA-CO OF LA	CITATION SURCHARGE-MAY 2015	56,107.60
519639	6/18/2015	N	SWRCB FEES	WATER SYSTEM FEES	4,647.68
519641	6/18/2015	N	THE DAVEY TREE EXPERT COMPANY	STREET TREE MASTER PLAN SERVICE	17,067.40
519642	6/18/2015	N	THE GAS COMPANY	MONTHLY CHARGES	3,970.78

CITY OF MANHATTAN BEACH
WARRANT REGISTER
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WARRANT BATCH NUMBER: **WR 26b**

CHECK NO.	DATE	TYPE	PAYEE NAME	PAYMENT DESCRIPTION	CHECK AMOUNT
519644	6/18/2015	N	THE PITNEY BOWES BANK INC	POSTAGE FUND RESERVE ACCOUNT	5,000.00
519648	6/18/2015	N	TOTAL ADMINISTRATIVE SVCS CORP	CHILD125 (CHILD 125 PLAN): PAYMENT	7,633.30
519650	6/18/2015	N	TURBO DATA SYSTEMS INC	CITATION PROCESSING-MAY 2015	10,414.77
519651	6/18/2015	N	U.S. BANK	P/T EMP RETIREMENT CONTRIB: PAYMEN	3,268.13
519653	6/18/2015	N	US BANCORP CARD SERVICES INC	D-CARD CHARGES	58,842.18
519654	6/18/2015	N	US BANK	TRUSTEE FEES MARINE AVE PARK VARIAB	3,325.00
519661	6/18/2015	N	VERIZON CALIFORNIA INC	CABLE SERVICE	10,878.79
519662	6/18/2015	N	VORTEX INDUSTRIES	INDUSTRIAL DOOR & ELECTRONIC GATE 1	3,545.38
519663	6/18/2015	N	WALTERS WHOLESale ELECTRIC CO	ELECTRICAL SUPPLIES	2,521.51
519664	6/18/2015	N	WASTE MANAGEMENT INC	MAY 2015 REFUSE	286,466.04
519665	6/18/2015	N	WATER REPLENISHMENT DISTRICT	MONTHLY WATER PURCHASE	51,150.48
519666	6/18/2015	N	WEST BASIN MUNICIPAL WATER DIS	MONTHLY WATER PURCHASES	391,533.20
519669	6/18/2015	N	XEROX CORPORATION	MULTI MACHINES LEASE & BASE BUSINES	7,337.68
519671	6/18/2015	N	ZEENI INC	BASKETBALL UNIFORMS	5,669.45

SUBTOTAL

COMBINED TOTAL

2,513,873.48

2,987,857.49

PAYMENT LEGEND:
T = Wire Transfers
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Report of Warrant Disbursements
wr 26b

Fund	Description	Amount
100	General	1,505,795.10
201	Street Light	35,373.09
205	Streets & Highways	155,050.88
210	Asset Forfeiture	1,956.21
211	Police Grant	21,311.21
230	Prop A	1,825.40
501	Water	492,427.42
502	Storm	4,893.89
503	Waste Water	15,097.88
510	Refuse	333,015.73
520	Parking	47,026.49
521	County Parking Lot	2,684.40
522	State Pier Lots	57,416.21
601	Insurance	200,736.09
605	Information Services	32,345.14
610	Vehicle Fleet	81,450.20
615	Building Maintenance	69,689.92
802	Trust Deposit	1,648.30
wr 26b		<u>3,059,743.56</u>
		<u><u>3,059,743.56</u></u>

**CITY OF MANHATTAN BEACH PAYROLL
PAY PERIOD: 05/30/15 TO 06/12/15
PAY DATE: 06/19/15**

NET PAY 912,566.54

CITY OF MANHATTAN BEACH PAYROLL REPORT
 PAYROLL PERIOD ENDING DATE 6/12/2015

5/30/2015

July 21, 2015
 City Council Meeting

FUND	<u>DESCRIPTION</u>	AMOUNT
100	General Fund	1,257,440.47
210	Asset Forfeiture Fund	1,505.70
230	Prop. A Fund	15,840.46
501	Water Fund	27,084.58
502	Stormwater Fund	2,720.81
503	Wastewater Fund	8,893.67
510	Refuse Fund	1,280.78
601	Insurance Reserve Fund	6,152.17
605	Information Technology Fund	24,499.58
610	Fleet Management Fund	9,265.86
615	Building Maintenance & Operations Fund	12,810.45
801	Pension Trust Fund	8,894.01
		<hr/>
	Gross Pay	1,376,388.54
	Deductions	463,822.00
	Net Pay	<hr/> <hr/> 912,566.54

Report of P-Card Transactions

Account Date	Department Management Services	Amount
100-11-011-5202	Memberships & Dues	
05/25/2015	MANHATTAN BEACH CHAMBER	210.00
100-11-011-5202	Memberships & Dues	210.00
100-11-011-5204	Conferences & Meetings	
05/25/2015	HILTON HOTELS ADV DEP	603.21
05/25/2015	SQ *SOUTH BAY POLIC	500.00
100-11-011-5204	Conferences & Meetings	1,103.21
100-11-011-5207	Advertising	
05/25/2015	LA NEWSPAPER GROUP	363.50
100-11-011-5207	Advertising	363.50
100-11-011-5217	Departmental Supplies	
05/25/2015	CORNER BAKERY	205.17
05/25/2015	FRESH BROTHERS	210.89
05/25/2015	OLD VENICE	91.83
05/25/2015	PARADISE AWARDS	2,343.50
05/25/2015	RALPHS #0166	49.93
05/25/2015	SAMURAI SAMS	227.74
05/25/2015	SUBWAY 00005793	12.00
05/25/2015	SUBWAY 03146693	88.00
05/25/2015	THE HUMMUS FACTORY	209.28
05/25/2015	THE ORIGINAL RINALDIS	146.65
05/25/2015	THE PIN CENTER	1,400.00
05/25/2015	VONS STORE00022756	14.70
05/25/2015	VONS STORE00022756	20.82
05/25/2015	VONS STORE00022756	4.35
05/25/2015	VONS STORE00022756	47.12
100-11-011-5217	Departmental Supplies	5,071.98
100-11-011-5262	Public Service Events	
05/25/2015	MBEF	1,000.00
100-11-011-5262	Public Service Events	1,000.00
100-11-021-5201	Office Supplies	
05/25/2015	OFFICE DEPOT #2740	187.41
05/25/2015	OFFICE DEPOT #5125	132.71
05/25/2015	OFFICE DEPOT #5125	15.19
05/25/2015	OFFICE DEPOT #5125	186.17
05/25/2015	OFFICE DEPOT #5125	216.95

To enable prompt payment, these PCard expenditures were paid to US Bancorp on Warrant Register wr 25b, dated 06/04/2015; Check number 519463.

Report of P-Card Transactions

Account Date	Department Management Services	Amount
05/25/2015	OFFICE DEPOT #5125	245.22
05/25/2015	OFFICE DEPOT #5125	296.96
05/25/2015	OFFICE DEPOT #5125	30.48
05/25/2015	OFFICE DEPOT #5125	438.64
05/25/2015	OFFICE DEPOT #5125	58.74
100-11-021-5201	Office Supplies	<u>1,808.47</u>
100-11-021-5203	Reference Books & Periodicals	
05/25/2015	HAR*HARVARD BUSNS REV	99.00
100-11-021-5203	Reference Books & Periodicals	<u>99.00</u>
100-11-021-5204	Conferences & Meetings	
05/25/2015	WESTIN RIVERWALK	0.01
05/25/2015	WESTIN RIVERWALK	268.52
100-11-021-5204	Conferences & Meetings	<u>268.53</u>
100-11-021-5217	Departmental Supplies	
05/25/2015	FRAN'S HALLMARK SHOP	14.16
05/25/2015	NICKCO MANHATTAN BEACH	96.66
100-11-021-5217	Departmental Supplies	<u>110.82</u>
100-11-021-5225	Printing	
05/25/2015	SMARTSOURCE OF CALIF	444.72
100-11-021-5225	Printing	<u>444.72</u>
100-11-041-5101	Contract Services	
05/25/2015	THE SUTTA COMPANY	3.75
100-11-041-5101	Contract Services	<u>3.75</u>
100-11-041-5204	Conferences & Meetings	
05/25/2015	ALAMO RENT ACAR TOLLS	10.95
05/25/2015	HAMPTON INN ROHNERT	385.66
100-11-041-5204	Conferences & Meetings	<u>396.61</u>
11	Management Services	<u><u>10,880.59</u></u>

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Report of P-Card Transactions

Account Date	Department Finance	Amount
100-12-011-5101	Contract Services	
05/25/2015	THE SUTTA COMPANY	3.75
100-12-011-5101	Contract Services	<u>3.75</u>
100-12-011-5201	Office Supplies	
05/25/2015	OFFICE DEPOT #5125	12.31
05/25/2015	OFFICE DEPOT #5125	16.81
05/25/2015	OFFICE DEPOT #5125	204.91
05/25/2015	OFFICE DEPOT #5125	26.17
05/25/2015	OFFICE DEPOT #5125	42.94
100-12-011-5201	Office Supplies	<u>303.14</u>
100-12-011-5203	Reference Books & Periodicals	
05/25/2015	PRJ CHARGE	500.00
100-12-011-5203	Reference Books & Periodicals	<u>500.00</u>
100-12-011-5205	Training	
05/25/2015	NEW HORIZONS CLC OF SO	531.00
100-12-011-5205	Training	<u>531.00</u>
100-12-021-5205	Training	
05/25/2015	LANCE SOLL & LUNGHARD CPA	180.00
05/25/2015	LANCE SOLL & LUNGHARD CPA	90.00
100-12-021-5205	Training	<u>270.00</u>
100-12-021-5217	Departmental Supplies	
05/25/2015	CA SECRETARY OF STATE WEB	20.00
100-12-021-5217	Departmental Supplies	<u>20.00</u>
100-12-031-5217	Departmental Supplies	
05/25/2015	ZEOMI INC INTERNET	66.90
100-12-031-5217	Departmental Supplies	<u>66.90</u>
100-12-032-5204	Conferences & Meetings	
05/25/2015	THE RITZ CARLTON ATL DWTN	793.86
100-12-032-5204	Conferences & Meetings	<u>793.86</u>
100-12-034-5217	Departmental Supplies	
05/25/2015	OFFICE DEPOT #5125	203.09

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Report of P-Card Transactions

Account Date	Department Finance	Amount
100-12-034-5217	Departmental Supplies	203.09
100-12-052-5104	Computer Contract Services	
05/25/2015	AMAZON WEB SERVICES	454.00
100-12-052-5104	Computer Contract Services	454.00
605-12-051-5104	Computer Contract Services	
05/25/2015	STK*SHUTTERSTOCK, INC.	199.00
05/25/2015	NTH GENERATION COMPUTING	1,290.67
605-12-051-5104	Computer Contract Services	1,489.67
605-12-051-5210	Computers, Supplies & Software	
05/25/2015	AMAZON MKTPLACE PMTS	141.97
05/25/2015	AMAZON MKTPLACE PMTS	15.69
05/25/2015	AMAZON MKTPLACE PMTS	217.99
05/25/2015	AMAZON MKTPLACE PMTS	25.99
05/25/2015	AMAZON MKTPLACE PMTS	47.99
05/25/2015	AMAZON MKTPLACE PMTS	6.97
05/25/2015	APPLE STORE #R122	205.91
05/25/2015	FRY'S ELECTRONICS #5	91.39
05/25/2015	HOMEGOODS #0471	62.06
05/25/2015	IDU*INSIGHT PUBLIC SEC	1,863.88
05/25/2015	IDU*INSIGHT PUBLIC SEC	1,864.08
05/25/2015	IDU*INSIGHT PUBLIC SEC	1,864.08
05/25/2015	IDU*INSIGHT PUBLIC SEC	-222.27
05/25/2015	K&F ASSOCIATES	532.75
05/25/2015	MICHAELS STORES 3008	101.77
05/25/2015	MICHAELS STORES 3048	53.15
05/25/2015	SALVATION ARMY 270 ST05	37.50
05/25/2015	SAM ASH MUSIC #62	25.34
05/25/2015	SAM ASH MUSIC #62	484.78
05/25/2015	THE HOME DEPOT 618	74.96
605-12-051-5210	Computers, Supplies & Software	7,495.98
605-12-051-5213	Computer Maintenance & Repairs	
05/25/2015	LASER ZONE I INC	299.00
05/25/2015	LASER ZONE I INC	299.00
05/25/2015	LASER ZONE I INC	448.50
605-12-051-5213	Computer Maintenance & Repairs	1,046.50
615-12-042-5101	Contract Services	
05/25/2015	GOURMETCOFFEESERVICE,INC	1,086.81

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Report of P-Card Transactions

Account Date	Department Finance	Amount
05/25/2015	GOURMETCOFFEESERVICE,INC	-76.89
05/25/2015	DS SERVICES STANDARD COFF	848.00
05/25/2015	PITNEY BOWES PI	270.39
05/25/2015	SUPERIOR PLANT SCAPES	247.00
615-12-042-5101	Contract Services	<u>2,375.31</u>
615-12-042-5211	Automotive Parts	
05/25/2015	COMPLETES PLUS CPL	260.66
05/25/2015	EDDINGS 0026741	568.70
05/25/2015	GOODYEAR TIRE&RUBBER CO	1,111.06
05/25/2015	GOODYEAR TIRE&RUBBER CO	1,644.23
05/25/2015	GOODYEAR TIRE&RUBBER CO	214.07
05/25/2015	GOODYEAR TIRE&RUBBER CO	953.75
615-12-042-5211	Automotive Parts	<u>4,752.47</u>
615-12-042-5222	Warehouse Inventory Purchases	
05/25/2015	SANDLER BROS	496.19
05/25/2015	SUPPLYWORKS	1,193.25
05/25/2015	WAXIE SANITARY SUPPLY	626.27
615-12-042-5222	Warehouse Inventory Purchases	<u>2,315.71</u>
12	Finance	<u><u>22,621.38</u></u>

To enable prompt payment, these PCard expenditures were paid to US Bancorp on Warrant Register wr 25b, dated 06/04/2015; Check number 519463.

Report of P-Card Transactions

Account Date	Department Human Resources	Amount
100-13-011-5101	Contract Services	
05/25/2015	THE SUTTA COMPANY	3.75
100-13-011-5101	Contract Services	<u>3.75</u>
100-13-011-5201	Office Supplies	
05/25/2015	BROWN AND CALDWELL	200.00
05/25/2015	CRAIGSLIST.ORG	50.00
100-13-011-5201	Office Supplies	<u>250.00</u>
100-13-011-5202	Memberships & Dues	
05/25/2015	SHRM*ANNUAL700033674	180.00
100-13-011-5202	Memberships & Dues	<u>180.00</u>
100-13-011-5204	Conferences & Meetings	
05/25/2015	MARRIOTT 33790 ATL MARQUI	230.84
05/25/2015	PAYPAL *WESTERNREGI	-25.00
05/25/2015	SHRM*ANNUAL700033674	1,590.00
100-13-011-5204	Conferences & Meetings	<u>1,795.84</u>
100-13-011-5205	Training	
05/25/2015	NATL/PADGET 8006825061	299.00
05/25/2015	PAYPAL *LIEBERTCASS	55.00
100-13-011-5205	Training	<u>354.00</u>
100-13-011-5218	Recruitment Costs	
05/25/2015	AWWA.ORG	349.00
05/25/2015	BROWN AND CALDWELL	200.00
05/25/2015	CRAIGSLIST.ORG	50.00
05/25/2015	CRAIGSLIST.ORG	50.00
05/25/2015	GOVERNMENT FINANCE	150.00
05/25/2015	INTERNATIONAL ASSOCIATIO	125.00
05/25/2015	JOBS AVAILABLE INC	1,014.00
100-13-011-5218	Recruitment Costs	<u>1,938.00</u>
601-13-021-5204	Conferences & Meetings	
05/25/2015	NOAH'S BAGELS #2546	14.99
601-13-021-5204	Conferences & Meetings	<u>14.99</u>
13	Human Resources	<u><u>4,536.58</u></u>

To enable prompt payment, these PCard expenditures were paid to US Bancorp on Warrant Register wr 25b, dated 06/04/2015; Check number 519463.

Report of P-Card Transactions

Account Date	Department Recreation	Amount
100-14-011-5210	Computers, Supplies & Software	
05/25/2015	DMI* DELL K-12/GOVT	683.78
100-14-011-5210	Computers, Supplies & Software	<u>683.78</u>
14	Recreation	<u>683.78</u>

To enable prompt payment, these PCard expenditures were paid to US Bancorp on Warrant Register wr 25b, dated 06/04/2015; Check number 519463.

Report of P-Card Transactions

Account Date	Department Police	Amount
100-15-011-5101	Contract Services	
05/25/2015	DTV*DIRECTV SERVICE	195.14
100-15-011-5101	Contract Services	<u>195.14</u>
100-15-011-5104	Computer Contract Services	
05/25/2015	LOCATEPLUS	104.95
100-15-011-5104	Computer Contract Services	<u>104.95</u>
100-15-011-5201	Office Supplies	
05/25/2015	OFFICE DEPOT #5125	12.22
05/25/2015	OFFICE DEPOT #5125	122.68
05/25/2015	OFFICE DEPOT #5125	123.33
05/25/2015	OFFICE DEPOT #5125	191.45
05/25/2015	OFFICE DEPOT #5125	27.34
05/25/2015	OFFICE DEPOT #5125	355.05
05/25/2015	OFFICE DEPOT #5125	36.32
05/25/2015	OFFICE DEPOT #5125	363.58
05/25/2015	OFFICE DEPOT #5125	440.58
05/25/2015	OFFICE DEPOT #5125	58.75
05/25/2015	OFFICE DEPOT #5125	59.17
05/25/2015	OFFICE DEPOT #5125	62.16
05/25/2015	OFFICE DEPOT #5125	709.97
05/25/2015	OFFICE DEPOT #5125	78.93
100-15-011-5201	Office Supplies	<u>2,641.53</u>
100-15-011-5202	Memberships & Dues	
05/25/2015	ICPC	125.00
100-15-011-5202	Memberships & Dues	<u>125.00</u>
100-15-011-5205	Training	
05/25/2015	SHERATON	217.86
100-15-011-5205	Training	<u>217.86</u>
100-15-011-5206	Uniforms/Safety Equipment	
05/25/2015	EMERGENCY EQUIPMENT MANAG	1,658.61
100-15-011-5206	Uniforms/Safety Equipment	<u>1,658.61</u>
100-15-011-5220	POST Training	
05/25/2015	DOUBLETREE MISSION VLY	705.05
05/25/2015	DOUBLETREE MISSION VLY	705.05

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Report of P-Card Transactions

Account Date	Department Police	Amount
100-15-011-5220	POST Training	1,410.10
100-15-021-5204	Conferences & Meetings	
05/25/2015	NOAH'S-ONLINE CATERING	90.96
100-15-021-5204	Conferences & Meetings	90.96
100-15-021-5206	Uniforms/Safety Equipment	
05/25/2015	GALLS INTERN*	128.78
100-15-021-5206	Uniforms/Safety Equipment	128.78
100-15-031-5101	Contract Services	
05/25/2015	LEXISNEXIS RISK DAT	435.51
100-15-031-5101	Contract Services	435.51
100-15-031-5202	Memberships & Dues	
05/25/2015	IAFCI	70.00
100-15-031-5202	Memberships & Dues	70.00
100-15-031-5217	Departmental Supplies	
05/25/2015	ADORAMA INC	72.77
05/25/2015	AMAZON MKTPLACE PMTS	28.33
05/25/2015	AMAZON MKTPLACE PMTS	65.53
05/25/2015	ARROWHEAD SCIENTIFIC IN	273.93
05/25/2015	SIRCHIE FINGER PRINT LABO	0.01
05/25/2015	SIRCHIE FINGER PRINT LABO	376.29
100-15-031-5217	Departmental Supplies	816.86
100-15-041-5101	Contract Services	
05/25/2015	THE SUTTA COMPANY	37.75
05/25/2015	XEROX SUPPLY TEXAS	1,373.36
100-15-041-5101	Contract Services	1,411.11
100-15-041-5217	Departmental Supplies	
05/25/2015	MERCHANT	242.31
100-15-041-5217	Departmental Supplies	242.31
100-15-051-5217	Departmental Supplies	
05/25/2015	IN *INSTYLE FLOWERS	299.75
05/25/2015	SMARTNFINAL52910305290	34.47
100-15-051-5217	Departmental Supplies	334.22

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Report of P-Card Transactions

Account Date	Department Police	Amount
100-15-061-5101	Contract Services	
05/25/2015	R. H. F., INC.	730.00
100-15-061-5101	Contract Services	<u>730.00</u>
100-15-071-5101	Contract Services	
05/25/2015	MISSION LINEN	449.70
100-15-071-5101	Contract Services	<u>449.70</u>
100-15-071-5217	Departmental Supplies	
05/25/2015	AAA MEDICAL	465.66
05/25/2015	MERCHANT	174.45
100-15-071-5217	Departmental Supplies	<u>640.11</u>
100-15-081-5205	Training	
05/25/2015	NOAH'S-ONLINE CATERING	45.98
100-15-081-5205	Training	<u>45.98</u>
15	Police	<u><u>11,748.73</u></u>

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Report of P-Card Transactions

Account Date	Department Fire	Amount
100-16-011-5101	Contract Services	
05/25/2015	THE SUTTA COMPANY	5.00
100-16-011-5101	Contract Services	5.00
100-16-011-5201	Office Supplies	
05/25/2015	OFFICE DEPOT #5125	77.65
100-16-011-5201	Office Supplies	77.65
100-16-021-5205	Training	
05/25/2015	DIAMOND HEAD INN	399.52
05/25/2015	SOUTHWESTERN COMMUNITY	285.00
100-16-021-5205	Training	684.52
100-16-023-5101	Contract Services	
05/25/2015	AT&T S849 5708	92.65
100-16-023-5101	Contract Services	92.65
100-16-023-5206	Uniforms/Safety Equipment	
05/25/2015	SAFARILAND, LLC	122.08
100-16-023-5206	Uniforms/Safety Equipment	122.08
100-16-031-5205	Training	
05/25/2015	DICK'S CLOTHING&SPORTING	217.95
05/25/2015	DICK'S CLOTHING&SPORTING	87.18
05/25/2015	PAYPAL *ELITECOMMAN	265.00
05/25/2015	PAYPAL *ELITECOMMAN	265.00
05/25/2015	THE HOME DEPOT 618	76.15
05/25/2015	WEST MARINE 1244	381.45
05/25/2015	WEST MARINE 1244	76.29
100-16-031-5205	Training	1,369.02
100-16-031-5206	Uniforms/Safety Equipment	
05/25/2015	KEYSTONE UNIFORMS OC	194.39
05/25/2015	REDBACK BOOTS USA	371.93
05/25/2015	WITMER PUBLIC SAFETY G	456.37
100-16-031-5206	Uniforms/Safety Equipment	1,022.69
100-16-031-5210	Computers, Supplies & Software	
05/25/2015	OFFICE DEPOT #5125	205.99
100-16-031-5210	Computers, Supplies & Software	205.99

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Report of P-Card Transactions

Account Date	Department Fire	Amount
100-16-031-5217	Departmental Supplies	
05/25/2015	AARON BROTHERS269	27.24
05/25/2015	AW DIRECT	54.62
05/25/2015	BEST BUY 00011981	53.99
05/25/2015	FIRE SAFETY USA	165.00
05/25/2015	GIH*GLOBALINDUSTRIALEQ	42.24
05/25/2015	GIH*GLOBALINDUSTRIALEQ	66.62
05/25/2015	GIH*GLOBALINDUSTRIALEQ	77.11
05/25/2015	L N CURTIS & SONS	2,464.00
05/25/2015	RALPHS #0166	41.10
05/25/2015	THE HOME DEPOT 620	14.90
05/25/2015	WITMER PUBLIC SAFETY GROU	388.46
100-16-031-5217	Departmental Supplies	3,395.28
100-16-041-5205	Training	
05/25/2015	CONFERENCE	450.00
05/25/2015	RENAISSANCE HOTELS 9671P	550.20
100-16-041-5205	Training	1,000.20
100-16-041-5217	Departmental Supplies	
05/25/2015	AMAZON.COM	39.21
05/25/2015	BOUND TREE MEDICAL LLC	244.11
05/25/2015	BOUND TREE MEDICAL LLC	4.25
05/25/2015	BOUND TREE MEDICAL LLC	764.74
05/25/2015	TELEFLEX MEDICAL	1,889.94
05/25/2015	THE HOME DEPOT 620	-107.91
100-16-041-5217	Departmental Supplies	2,834.34
100-16-051-5217	Departmental Supplies	
05/25/2015	AT&T S849 5708	87.20
100-16-051-5217	Departmental Supplies	87.20
100-16-052-5101	Contract Services	
05/25/2015	SOURCE ONE RENTALS	770.00
100-16-052-5101	Contract Services	770.00
100-16-052-5207	Advertising	
05/25/2015	LA NEWSPAPER GROUP	363.50
100-16-052-5207	Advertising	363.50
100-16-052-5217	Departmental Supplies	

To enable prompt payment, these PCard expenditures were paid to US Bancorp on Warrant Register wr 25b, dated 06/04/2015; Check number 519463.

Report of P-Card Transactions

Account Date	Department Fire	Amount
05/25/2015	PEET'S #03903	117.60
05/25/2015	THE SURPLUS STORE	217.78
100-16-052-5217	Departmental Supplies	<u>335.38</u>
100-16-052-5225	Printing	
05/25/2015	FEDEXOFFICE 00010165	25.72
05/25/2015	FEDEXOFFICE 00010165	94.83
100-16-052-5225	Printing	<u>120.55</u>
100-16-056-5217	Departmental Supplies	
05/25/2015	ALERT ALL CORP	2,452.50
05/25/2015	ALERT ALL CORP	2,497.84
05/25/2015	PELICAN BANNERS AND SIGNS	327.00
100-16-056-5217	Departmental Supplies	<u>5,277.34</u>
16	Fire	<u><u>17,763.39</u></u>

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Report of P-Card Transactions

Account Date	Department Community Development	Amount
100-17-011-5201	Office Supplies	
05/25/2015	OFFICE DEPOT 1135	7.85
05/25/2015	OFFICE DEPOT #2740	17.43
05/25/2015	OFFICE DEPOT #5101	29.76
05/25/2015	OFFICE DEPOT #5101	8.89
05/25/2015	OFFICE DEPOT #5125	106.13
05/25/2015	OFFICE DEPOT #5125	109.93
05/25/2015	OFFICE DEPOT #5125	69.75
100-17-011-5201	Office Supplies	<u>349.74</u>
100-17-011-5217	Departmental Supplies	
05/25/2015	LABITE SERVICES	149.79
05/25/2015	PARADISE AWARDS	45.02
05/25/2015	SUBWAY 03146693	42.80
05/25/2015	VONS STORE00022756	8.60
100-17-011-5217	Departmental Supplies	<u>246.21</u>
100-17-021-5204	Conferences & Meetings	
05/25/2015	BELL CAB MANAGEMENT	24.42
05/25/2015	WESTIN RIVERWALK	0.01
05/25/2015	WESTIN RIVERWALK	268.52
100-17-021-5204	Conferences & Meetings	<u>292.95</u>
100-17-031-5210	Computers, Supplies & Software	
05/25/2015	DMI* DELL K-12/GOVT	1,346.34
100-17-031-5210	Computers, Supplies & Software	<u>1,346.34</u>
100-17-032-5225	Printing	
05/25/2015	SMARTSOURCE OF CALIF	28.34
100-17-032-5225	Printing	<u>28.34</u>
100-17-041-5205	Training	
05/25/2015	CA OF CODE ENFORCEMENT OF	50.00
100-17-041-5205	Training	<u>50.00</u>
100-17-051-5202	Memberships & Dues	
05/25/2015	MUNICIPAL MANAGEMENT ASSO	75.00
100-17-051-5202	Memberships & Dues	<u>75.00</u>
17	Community Development	<u><u>2,388.58</u></u>

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Report of P-Card Transactions

Account Date	Department Public Works	Amount
100-18-011-5201	Office Supplies	
05/25/2015	OFFICE DEPOT 1135	15.78
05/25/2015	OFFICE DEPOT #2403	100.91
05/25/2015	OFFICE DEPOT #2740	111.06
05/25/2015	OFFICE DEPOT #2740	3.39
05/25/2015	OFFICE DEPOT #2740	58.84
05/25/2015	OFFICE DEPOT #5125	184.79
05/25/2015	OFFICE DEPOT #5125	64.95
05/25/2015	OFFICE DEPOT #5125	71.71
100-18-011-5201	Office Supplies	611.43
100-18-011-5204	Conferences & Meetings	
05/25/2015	MILLENNIUM BILTMORE PARK.	22.00
05/25/2015	TARGET 00001990	22.76
05/25/2015	THE KETTLE RESTAURANT	250.00
05/25/2015	VONS STORE00022756	82.85
100-18-011-5204	Conferences & Meetings	377.61
100-18-011-5210	Computers, Supplies & Software	
05/25/2015	DMI* DELL K-12/GOVT	212.51
100-18-011-5210	Computers, Supplies & Software	212.51
100-18-011-5225	Printing	
05/25/2015	SMARTSOURCE OF CALIF	44.69
100-18-011-5225	Printing	44.69
100-18-021-5217	Departmental Supplies	
05/25/2015	AMAZON MKTPLACE PMTS	224.35
05/25/2015	DIGITALBUYER.COM	1,036.54
05/25/2015	DIGITALBUYER.COM	256.70
05/25/2015	DIGITALBUYER.COM	510.77
05/25/2015	OFFICE DEPOT 1135	35.28
100-18-021-5217	Departmental Supplies	2,063.64
100-18-032-5101	Contract Services	
05/25/2015	SQ *PRECISION CONCRETE CU	2,381.06
05/25/2015	USA MOBILITY WIRELE	1.96
100-18-032-5101	Contract Services	2,383.02
100-18-032-5217	Departmental Supplies	
05/25/2015	B.D. WHITE TOPSOIL CO INC	98.10

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Report of P-Card Transactions

Account Date	Department Public Works	Amount
05/25/2015	MK DIAMOND PRODUCTS	23.31
05/25/2015	SHAMROCK SUPPLY CO	1,191.24
05/25/2015	THE HOME DEPOT 620	76.62
05/25/2015	THE HOME DEPOT 620	85.95
05/25/2015	WINZER USA	426.62
05/25/2015	WINZER USA	845.31
100-18-032-5217	Departmental Supplies	2,747.15
100-18-034-5217	Departmental Supplies	
05/25/2015	MANERI SIGN CO	1,406.10
05/25/2015	MANERI SIGN CO	1,569.05
05/25/2015	MANERI SIGN CO	1,575.06
05/25/2015	MANERI SIGN CO	1,675.89
05/25/2015	RYDIN DECAL- MOTO	296.97
100-18-034-5217	Departmental Supplies	6,523.07
100-18-042-5101	Contract Services	
05/25/2015	MARSH WELD CRAFT	75.00
05/25/2015	SOUTH BAY LINE-X	852.50
100-18-042-5101	Contract Services	927.50
100-18-042-5217	Departmental Supplies	
05/25/2015	AT&T S849 5708	38.15
05/25/2015	FERGUSON ENT #1112	31.60
05/25/2015	MIRACLE RECREATION	741.28
05/25/2015	MUSCO SPORTS LIGHTING	2,497.67
05/25/2015	PERFORMANCE NURSERY (RB)	163.50
05/25/2015	SIGN SPECIALISTS CORP	178.05
05/25/2015	THE HOME DEPOT 620	343.15
05/25/2015	THE HOME DEPOT 620	52.22
05/25/2015	TODD PIPE AND SUPPLY	47.75
05/25/2015	WW GRAINGER	1,131.86
100-18-042-5217	Departmental Supplies	5,225.23
501-18-221-5204	Conferences & Meetings	
05/25/2015	DELTA AIR 0068266798983	25.00
05/25/2015	SQ *YELLOWCAB TAXILIMO	30.00
05/25/2015	UNITED 0162606568977	25.00
05/25/2015	WESTIN RIVERWALK	284.76
05/25/2015	WESTIN RIVERWALK	32.49
05/25/2015	YELLOW CAB OF SAN ANTO	42.75
501-18-221-5204	Conferences & Meetings	440.00

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Report of P-Card Transactions

Account Date	Department Public Works	Amount
501-18-231-5101	Contract Services	
05/25/2015	L2GL2G SCAQMD FEES	120.84
05/25/2015	L2GL2G SCAQMD FEES	1,732.95
05/25/2015	L2GL2G SCAQMD FEES	384.87
05/25/2015	L2GL2G SCAQMD FEES	572.41
05/25/2015	THERMOTRONICS	903.20
05/25/2015	USA MOBILITY WIRELE	28.82
501-18-231-5101	Contract Services	3,743.09
501-18-231-5205	Training	
05/25/2015	USC VITERBI FCCC ONLINE	1,800.00
501-18-231-5205	Training	1,800.00
501-18-231-5217	Departmental Supplies	
05/25/2015	CORRPRO COMPANIES, INC	640.00
05/25/2015	HACH COMPANY	666.90
05/25/2015	WATERLINE TECHNOLOGIES IN	1,304.21
05/25/2015	WATERLINE TECHNOLOGIES IN	394.86
05/25/2015	WESTWOOD BUILDING MATERIA	-35.97
05/25/2015	WESTWOOD BUILDING MATERIA	35.97
05/25/2015	WESTWOOD BUILDING MATERIA	35.97
05/25/2015	WIN 911 SOFTWARE	395.00
501-18-231-5217	Departmental Supplies	3,436.94
501-18-241-5217	Departmental Supplies	
05/25/2015	FERGUSON ENTERPRISES 2916	254.84
05/25/2015	FIREHOSEDIRECT	1,056.64
05/25/2015	S AND J SUPPLY CO SFS	429.46
05/25/2015	VALLEY POWER SYSTEMS	611.68
501-18-241-5217	Departmental Supplies	2,352.62
501-18-251-5101	Contract Services	
05/25/2015	USA MOBILITY WIRELE	1.96
501-18-251-5101	Contract Services	1.96
501-18-251-5203	Reference Books & Periodicals	
05/25/2015	AWWA.ORG	104.00
05/25/2015	AWWA.ORG	105.50
05/25/2015	AWWA.ORG	105.50
501-18-251-5203	Reference Books & Periodicals	315.00

To enable prompt payment, these PCard expenditures were paid to US Bancorp on Warrant Register wr 25b, dated 06/04/2015; Check number 519463.

Report of P-Card Transactions

Account Date	Department Public Works	Amount
501-18-251-5209	Tools & Minor Equipment	
05/25/2015	THE HOME DEPOT 620	1,332.39
501-18-251-5209	Tools & Minor Equipment	<u>1,332.39</u>
501-18-251-5217	Departmental Supplies	
05/25/2015	L2GL2G SCAQMD FEES	12.88
05/25/2015	L2GL2G SCAQMD FEES	2.72
05/25/2015	L2GL2G SCAQMD FEES	38.99
05/25/2015	L2GL2G SCAQMD FEES	8.66
05/25/2015	L2GL2G SCAQMD FEES	8.66
05/25/2015	USA BLUE BOOK	476.00
501-18-251-5217	Departmental Supplies	<u>547.91</u>
502-18-311-5101	Contract Services	
05/25/2015	TRAFFIC MANAGEMENT - SIG	425.00
502-18-311-5101	Contract Services	<u>425.00</u>
502-18-311-5217	Departmental Supplies	
05/25/2015	PLUMBERS DEPOT INC	2,233.14
05/25/2015	THE HOME DEPOT 620	127.46
502-18-311-5217	Departmental Supplies	<u>2,360.60</u>
503-18-321-5101	Contract Services	
05/25/2015	USA MOBILITY WIRELE	3.92
503-18-321-5101	Contract Services	<u>3.92</u>
503-18-321-5217	Departmental Supplies	
05/25/2015	BALLGLOVEWAREHOUSE COM	134.92
05/25/2015	BUYDIG COM 800 617 4686	649.24
05/25/2015	HOMERUNMONKEY.COM	132.01
05/25/2015	HOMERUNMONKEY.COM	435.01
05/25/2015	HOMERUNMONKEY.COM	890.11
05/25/2015	PLUMBERS DEPOT INC	1,797.73
503-18-321-5217	Departmental Supplies	<u>4,039.02</u>
503-18-321-5225	Printing	
05/25/2015	SMARTSOURCE OF CALIF	28.34
503-18-321-5225	Printing	<u>28.34</u>
510-18-411-5217	Departmental Supplies	
05/25/2015	ADAPT CONSULTING INC	836.56

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Report of P-Card Transactions

Account Date	Department Public Works	Amount
510-18-411-5217	Departmental Supplies	836.56
520-18-511-5101	Contract Services	
05/25/2015	USA MOBILITY WIRELE	1.96
05/25/2015	VORTEX INDUSTRIES	933.04
520-18-511-5101	Contract Services	935.00
520-18-511-5217	Departmental Supplies	
05/25/2015	LUCKY'S GLASS INC	218.37
05/25/2015	POOL SUPPLY WORLD	1,325.97
05/25/2015	POTTERY MFG & DIST INC	234.03
05/25/2015	POTTERY MFG & DIST INC	239.70
05/25/2015	SUPREME PAINT (MANHATT	243.11
05/25/2015	SUPREME PAINT (MANHATT	30.01
05/25/2015	SUPREME PAINT (MANHATT	45.19
05/25/2015	THE HOME DEPOT 620	148.96
05/25/2015	THE HOME DEPOT 620	16.48
05/25/2015	THE HOME DEPOT 620	34.14
520-18-511-5217	Departmental Supplies	2,535.96
520-18-511-5225	Printing	
05/25/2015	RYDIN DECAL- MOTO	758.08
520-18-511-5225	Printing	758.08
521-18-513-5217	Departmental Supplies	
05/25/2015	MOMAR	364.86
521-18-513-5217	Departmental Supplies	364.86
522-18-512-5101	Contract Services	
05/25/2015	HOUSEPLANARCHITECT.COM	455.00
522-18-512-5101	Contract Services	455.00
522-18-512-5217	Departmental Supplies	
05/25/2015	MCMASTER-CARR	389.20
05/25/2015	STEVES LOCK&SAFE	196.20
522-18-512-5217	Departmental Supplies	585.40
522-18-512-5501	Telephone	
05/25/2015	PACIFIC TELEMAGEMENT	210.00
522-18-512-5501	Telephone	210.00

To enable prompt payment, these PCard expenditures were paid to US Bancorp on Warrant Register wr 25b, dated 06/04/2015; Check number 519463.

Report of P-Card Transactions

Account Date	Department Public Works	Amount
610-18-611-5101	Contract Services	
05/25/2015	FLEMING ENVIRONMENTAL	1,620.00
05/25/2015	FLEMING ENVIRONMENTAL	1,882.00
05/25/2015	LAKIN TIRE WEST	163.28
05/25/2015	SIMS WELDING SUPPL	56.60
610-18-611-5101	Contract Services	3,721.88
610-18-611-5211	Automotive Parts	
05/25/2015	AW DIRECT	127.09
05/25/2015	COACH & EQUIPMENT MFG.	25.50
05/25/2015	DIYREPAIRMANUALS.COM	203.99
05/25/2015	EDDINGS 0026741	-1.96
05/25/2015	EDDINGS 0026741	106.09
05/25/2015	EDDINGS 0026741	114.41
05/25/2015	EDDINGS 0026741	15.74
05/25/2015	EDDINGS 0026741	162.32
05/25/2015	EDDINGS 0026741	18.93
05/25/2015	EDDINGS 0026741	191.53
05/25/2015	EDDINGS 0026741	197.84
05/25/2015	EDDINGS 0026741	26.33
05/25/2015	EDDINGS 0026741	49.34
05/25/2015	EDDINGS 0026741	66.23
05/25/2015	EDDINGS 0026741	78.26
05/25/2015	EDDINGS 0026741	9.81
05/25/2015	FIRESTONE 011819	621.76
05/25/2015	FOSTER TIRE COMPANY	639.20
05/25/2015	HELM PUBLICATION	378.23
05/25/2015	HUNTINGTON HONDA	134.99
05/25/2015	IN *SEGWAY OF ORANGE COUN	357.92
05/25/2015	MARTIN CHEVROLET	123.66
05/25/2015	MARTIN CHEVROLET	31.62
05/25/2015	SONSRAY MACHINERY LLC	13.48
05/25/2015	SOUTH BAY FORD	183.86
05/25/2015	SOUTH BAY FORD	67.68
05/25/2015	SOUTH BAY FORD	71.25
05/25/2015	STEVES LOCK&SAFE	15.26
610-18-611-5211	Automotive Parts	4,030.36
610-18-611-5217	Departmental Supplies	
05/25/2015	HOSE MAN,THE	125.61
05/25/2015	EDDINGS 0026741	12.86
05/25/2015	EDDINGS 0026741	150.75
05/25/2015	EDDINGS 0026741	5.19

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Report of P-Card Transactions

Account Date	Department Public Works	Amount
05/25/2015	HARBOR FREIGHT TOOLS 425	65.38
05/25/2015	LOWES #02268*	298.20
05/25/2015	MOMAR	366.42
05/25/2015	WW GRAINGER	174.51
610-18-611-5217	Departmental Supplies	<u>1,198.92</u>
615-18-041-5217	Departmental Supplies	
05/25/2015	CARPET SPECTRUM INC	328.48
05/25/2015	DVORSONS FOOD SERVICE EQU	333.40
05/25/2015	FRY'S ELECTRONICS #5	163.49
05/25/2015	INTERMOUNTAIN LOCK AND SE	133.42
05/25/2015	INTERMOUNTAIN LOCK AND SE	558.97
05/25/2015	JACKNOBCORP	-0.20
05/25/2015	JACKNOBCORP	44.64
05/25/2015	L2GL2G SCAQMD FEES	384.87
05/25/2015	LAMPS PLUS - 52	343.35
05/25/2015	LOWES #00250*	311.50
05/25/2015	MCMaster-CARR	198.14
05/25/2015	MCMaster-CARR	387.65
05/25/2015	MCMaster-CARR	49.20
05/25/2015	MCMaster-CARR	66.42
05/25/2015	OFFICE DEPOT #2403	59.14
05/25/2015	POTTORFF APS	359.70
05/25/2015	THE HOME DEPOT 611	788.33
05/25/2015	THE HOME DEPOT 618	22.76
05/25/2015	THE HOME DEPOT 620	235.00
05/25/2015	THE HOME DEPOT 620	257.11
05/25/2015	THE HOME DEPOT 620	28.02
05/25/2015	THE HOME DEPOT 620	315.20
05/25/2015	THE HOME DEPOT 620	351.77
05/25/2015	THE HOME DEPOT 620	36.99
05/25/2015	THE HOME DEPOT 620	432.20
05/25/2015	THE HOME DEPOT 620	594.45
05/25/2015	TODD PIPE AND SUPPLY	283.90
05/25/2015	TODD PIPE AND SUPPLY	598.18
05/25/2015	TOOLUP.COM	954.84
05/25/2015	WW GRAINGER	480.40
05/25/2015	WW GRAINGER	6.93
615-18-041-5217	Departmental Supplies	<u>9,108.25</u>
18	Public Works	<u>66,682.91</u>
	 Report Totals	 <u><u>137,305.94</u></u>

To enable prompt payment, these PCard expenditures were paid to US Bancorp on Warrant Register wr 25b, dated 06/04/2015; Check number 519463.

Report of D-Card Transactions

Account Date	Department Recreation	Amount
100-14-011-5101	Contract Services	
06/10/2015	ENPLUG, INC.	98.67
100-14-011-5101	Contract Services	98.67
100-14-011-5201	Office Supplies	
06/10/2015	OFFICE DEPOT 1135	19.77
06/10/2015	OFFICE DEPOT #1078	6.52
06/10/2015	OFFICE DEPOT #1170	21.79
06/10/2015	OFFICE DEPOT #1170	23.48
06/10/2015	OFFICE DEPOT #2740	39.22
06/10/2015	OFFICE DEPOT #5101	6.08
06/10/2015	OFFICE DEPOT #5101	7.60
06/10/2015	OFFICE DEPOT #5125	132.90
06/10/2015	OFFICE DEPOT #5125	1,583.38
06/10/2015	OFFICE DEPOT #5125	20.26
06/10/2015	OFFICE DEPOT #5125	40.54
06/10/2015	OFFICE DEPOT #5125	-5.04
06/10/2015	OFFICE DEPOT #5125	572.09
06/10/2015	OFFICE DEPOT #5125	59.32
06/10/2015	OFFICE DEPOT #5125	-7.62
06/10/2015	OFFICE DEPOT #5125	97.48
06/10/2015	STAPLES DIRECT	419.63
100-14-011-5201	Office Supplies	3,037.40
100-14-011-5202	Memberships & Dues	
06/10/2015	NATIONAL RECREATION &	800.00
06/10/2015	SOCIALMEDIAEXAMINER	30.00
100-14-011-5202	Memberships & Dues	830.00
100-14-011-5205	Training	
06/10/2015	NRPA HOUSING	155.68
100-14-011-5205	Training	155.68
100-14-011-5206	Uniforms/Safety Equipment	
06/10/2015	THE VEST MAN	436.00
100-14-011-5206	Uniforms/Safety Equipment	436.00
100-14-011-5217	Departmental Supplies	
06/10/2015	AMAZON.COM	76.29
06/10/2015	NOAH'S BAGELS #2546	28.78
06/10/2015	PARADISE AWARDS	84.04

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Report of D-Card Transactions

Account Date	Department Recreation	Amount
06/10/2015	VONS STORE00022756	13.04
100-14-011-5217	Departmental Supplies	202.15
100-14-011-5225	Printing	
06/10/2015	SMARTSOURCE OF CALIF	28.34
06/10/2015	SMARTSOURCE OF CALIF	78.33
100-14-011-5225	Printing	106.67
100-14-021-5101	Contract Services	
06/10/2015	CHOURA EVENTS	1,452.70
100-14-021-5101	Contract Services	1,452.70
100-14-021-5205	Training	
06/10/2015	FCC*FRANKLINC VYSEMINAR	1,009.50
100-14-021-5205	Training	1,009.50
100-14-021-5217	Departmental Supplies	
06/10/2015	CVS/PHARMACY #09513	3.42
06/10/2015	FRESH BROTHERS	538.85
06/10/2015	PARKINK	264.20
06/10/2015	TARGET 00001990	38.14
06/10/2015	THE HOME DEPOT 620	87.78
06/10/2015	UNION PIZZA COMPANY	163.69
06/10/2015	WORTHINGTON DIRECT INC	274.65
100-14-021-5217	Departmental Supplies	1,370.73
100-14-024-5217	Departmental Supplies	
06/10/2015	AMAZON MKTPLACE PMTS	211.90
06/10/2015	SMARTNFINAL52910305290	45.33
06/10/2015	TARGET 00001990	29.75
06/10/2015	THE HOME DEPOT 620	15.22
06/10/2015	VONS STORE00022756	60.88
100-14-024-5217	Departmental Supplies	363.08
100-14-025-5217	Departmental Supplies	
06/10/2015	AMAZON MKTPLACE PMTS	423.80
06/10/2015	GALLS INTERN*	125.53
06/10/2015	ORIENTAL TRADING CO	694.77
06/10/2015	S&S WORLDWIDE	1,492.49
100-14-025-5217	Departmental Supplies	2,736.59

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Report of D-Card Transactions

Account Date	Department Recreation	Amount
100-14-026-5205	Training	
06/10/2015	PAYPAL *LIEBERTCASS	75.00
100-14-026-5205	Training	75.00
100-14-026-5207	Advertising	
06/10/2015	PRINTING SERVICES	270.27
06/10/2015	SMARTSOURCE OF CALIF	397.23
100-14-026-5207	Advertising	667.50
100-14-026-5217	Departmental Supplies	
06/10/2015	99 CENTS ONLY STORES #310	176.15
06/10/2015	AMAZON MKTPLACE PMTS	132.75
06/10/2015	AMAZON MKTPLACE PMTS	21.98
06/10/2015	AMAZON.COM	30.50
06/10/2015	AMAZON.COM	76.25
06/10/2015	AMAZON.COM	76.25
06/10/2015	BIG 5 SPORTING GOODS 486	114.38
06/10/2015	BIG 5 SPORTING GOODS 486	498.94
06/10/2015	GOPRO *WWW.GOPRO.COM	435.99
06/10/2015	MICHAELS STORES 3048	60.67
06/10/2015	OSI*UNITEDSTATESFLAG	450.00
06/10/2015	PEET'S #03903	84.75
06/10/2015	RAINBOW MEALWORMS	28.00
06/10/2015	RALPHS #0166	38.92
06/10/2015	SMARTNFINAL52910305290	106.60
06/10/2015	SMARTNFINAL52910305290	321.94
06/10/2015	SMARTNFINAL52910305290	40.28
06/10/2015	SMARTNFINAL52910305290	55.93
06/10/2015	TARGET 00001990	34.94
06/10/2015	THE HOME DEPOT 620	39.11
06/10/2015	UNITED SITE SERVICE	527.60
06/10/2015	UPS*2954P1QQ9HP	7.07
100-14-026-5217	Departmental Supplies	3,359.00
100-14-027-5217	Departmental Supplies	
06/10/2015	SIGNVERTISE	931.95
06/10/2015	TENNIS COURT SUPPLY LLC	409.33
100-14-027-5217	Departmental Supplies	1,341.28
100-14-028-5205	Training	
06/10/2015	NRPA HOUSING	155.68

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Report of D-Card Transactions

Account Date	Department Recreation	Amount
100-14-028-5205	Training	155.68
100-14-028-5207	Advertising	
06/10/2015	ENPLUG, INC.	98.67
100-14-028-5207	Advertising	98.67
100-14-028-5217	Departmental Supplies	
06/10/2015	OBSERVINT TECHNOLOGIES	794.99
06/10/2015	PARADISE AWARDS	107.91
06/10/2015	UNITED SITE SERVICE	180.04
06/10/2015	UNITED SITE SERVICE	256.60
100-14-028-5217	Departmental Supplies	1,339.54
100-14-028-5225	Printing	
06/10/2015	DRI*PRINTING SERVICES	108.90
06/10/2015	DRI*PRINTING SERVICES	-16.05
06/10/2015	DRI*PRINTING SERVICES	180.59
100-14-028-5225	Printing	273.44
100-14-031-5207	Advertising	
06/10/2015	ENPLUG, INC.	98.67
100-14-031-5207	Advertising	98.67
100-14-031-5217	Departmental Supplies	
06/10/2015	INDUSTRIAL MTL SPLY	349.67
06/10/2015	LAKESHORE LEARNING #02	27.33
06/10/2015	MICHAELS STORES 3048	17.95
06/10/2015	SQ *JOHN RIZUTO	531.60
06/10/2015	THE COMIC BUG	31.59
06/10/2015	TR TRADING COMPANY	706.32
100-14-031-5217	Departmental Supplies	1,664.46
100-14-034-5204	Conferences & Meetings	
06/10/2015	RTI*INN OF CHICAGO, AN AS	1,069.89
100-14-034-5204	Conferences & Meetings	1,069.89
100-14-034-5217	Departmental Supplies	
06/10/2015	AARDVARK CLAY & SUPPLIES	122.48
06/10/2015	BUDGET2987800000486	84.11
06/10/2015	SHERWIN WILLIAMS #4362	436.95

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Report of D-Card Transactions

Account Date	Department Recreation	Amount
06/10/2015	SMARTNFINAL52910305290	59.20
06/10/2015	THE HOME DEPOT 620	112.18
06/10/2015	THE HOME DEPOT 620	139.04
100-14-034-5217	Departmental Supplies	953.96
100-14-036-5217	Departmental Supplies	
06/10/2015	CHOURA EVENTS	1,271.78
06/10/2015	MORNINGSTAR PRODUCTIONS	1,850.00
100-14-036-5217	Departmental Supplies	3,121.78
100-14-041-5217	Departmental Supplies	
06/10/2015	CVS/PHARMACY #09496	18.45
06/10/2015	PARADISE AWARDS	119.90
06/10/2015	PROGUARD SPORTS INC	822.99
06/10/2015	U-HAUL MOVING & STORAGE O	93.50
06/10/2015	VALENTINOS PIZZA - MAN	158.41
100-14-041-5217	Departmental Supplies	1,213.25
100-14-042-5205	Training	
06/10/2015	NRPA HOUSING	155.68
100-14-042-5205	Training	155.68
100-14-042-5217	Departmental Supplies	
06/10/2015	COSTCO.COM *ONLINE	106.81
06/10/2015	SMARTSOURCE OF CALIF	-15.55
06/10/2015	THE FLAME BROILER	103.51
06/10/2015	THE FLAME BROILER	282.25
06/10/2015	VONS STORE00022756	9.35
100-14-042-5217	Departmental Supplies	486.37
100-14-043-5101	Contract Services	
06/10/2015	KNORR SYSTEMS, INC	300.00
06/10/2015	KNORR SYSTEMS, INC	958.40
06/10/2015	DS SERVICES STANDARD COFF	92.00
06/10/2015	WATERLINE TECHNOLOGIES IN	208.19
06/10/2015	WATERLINE TECHNOLOGIES IN	446.03
06/10/2015	WATERLINE TECHNOLOGIES IN	467.65
100-14-043-5101	Contract Services	2,472.27
100-14-043-5205	Training	
06/10/2015	NRPA HOUSING	155.68

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Report of D-Card Transactions

Account Date	Department Recreation	Amount
100-14-043-5205	Training	<u>155.68</u>
100-14-043-5217	Departmental Supplies	
06/10/2015	DOMINO'S 7842	374.27
06/10/2015	THE LIFEGUARD STORE IN	1,976.00
06/10/2015	THE LIFEGUARD STORE IN	2,070.00
06/10/2015	THE LIFEGUARD STORE IN	219.35
100-14-043-5217	Departmental Supplies	<u>4,639.62</u>
100-14-043-5501	Telephone	
06/10/2015	VERIZON*RECURRING PAY	79.95
100-14-043-5501	Telephone	<u>79.95</u>
100-14-061-5217	Departmental Supplies	
06/10/2015	EL POLLO LOCO RESTAURANT	288.49
06/10/2015	PAYPAL *ORIGINALTAC	367.71
06/10/2015	PICK UP STIX - CATERING 0	299.75
06/10/2015	PICK UP STIX - CATERING 0	371.69
06/10/2015	VONS STORE00022756	2.93
100-14-061-5217	Departmental Supplies	<u>1,330.57</u>
100-14-062-5101	Contract Services	
06/10/2015	TWC*TIME WARNER CABLE	69.95
100-14-062-5101	Contract Services	<u>69.95</u>
100-14-062-5203	Reference Books & Periodicals	
06/10/2015	LA TIMES SUBSCRIPTION	60.00
100-14-062-5203	Reference Books & Periodicals	<u>60.00</u>
100-14-062-5207	Advertising	
06/10/2015	KAESER AND BLAIR INC	706.96
100-14-062-5207	Advertising	<u>706.96</u>
100-14-062-5217	Departmental Supplies	
06/10/2015	AMAZON MKTPLACE PMTS	188.08
06/10/2015	AMAZON MKTPLACE PMTS	413.10
06/10/2015	AMAZON MKTPLACE PMTS	49.17
06/10/2015	COFFEE BEAN STORE	69.95
06/10/2015	HOMEDEPOT.COM	362.97
06/10/2015	PARTY CITY #164	42.47

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Report of D-Card Transactions

Account Date	Department Recreation	Amount
06/10/2015	PARTY CITY	65.18
06/10/2015	PEET'S #03903	84.75
06/10/2015	PICK UP STIX - CATERING 0	409.84
06/10/2015	RALPHS #0166	254.90
06/10/2015	REDBOX *DVD RENTAL	1.64
06/10/2015	REDBOX *DVD RENTAL	6.54
06/10/2015	REDBOX *DVD RENTAL	6.54
06/10/2015	SMARTNFINAL32210303220	34.97
06/10/2015	SMARTNFINAL32210303220	48.40
06/10/2015	SMARTNFINAL45810304582	47.03
06/10/2015	SMARTNFINAL45810304582	73.46
06/10/2015	SMARTNFINAL52910305290	408.61
100-14-062-5217	Departmental Supplies	2,567.60
230-14-091-5217	Departmental Supplies	
06/10/2015	BIG 5 SPORTING GOODS 137	74.08
06/10/2015	KAESER AND BLAIR INC	292.74
230-14-091-5217	Departmental Supplies	366.82
14	Recreation	40,322.76

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Report of D-Card Transactions

Account Date	Department Police	Amount
100-15-011-5202	Memberships & Dues	
06/10/2015	ICPC	225.00
100-15-011-5202	Memberships & Dues	225.00
100-15-011-5204	Conferences & Meetings	
06/10/2015	PAYPAL *LEADERSHIPM	899.00
06/10/2015	PAYPAL *LEADERSHIPM	899.00
100-15-011-5204	Conferences & Meetings	1,798.00
100-15-011-5206	Uniforms/Safety Equipment	
06/10/2015	PROFORCE LAW ENFORCEME	802.19
06/10/2015	WESTWAY UNIFORMS INC	818.10
100-15-011-5206	Uniforms/Safety Equipment	1,620.29
100-15-011-5214	Employee Awards & Events	
06/10/2015	DEKKER DESIGN PLASTIC	224.30
100-15-011-5214	Employee Awards & Events	224.30
100-15-011-5217	Departmental Supplies	
06/10/2015	DOOLEY ENTERPRISES,INC	1,785.31
06/10/2015	DOOLEY ENTERPRISES,INC	2,353.18
06/10/2015	DOOLEY ENTERPRISES,INC	2,363.64
06/10/2015	AT&T S849 5708	87.20
100-15-011-5217	Departmental Supplies	6,589.33
100-15-011-5219	STC Training	
06/10/2015	SERRATO TRA	65.00
06/10/2015	SERRATO TRA	65.00
100-15-011-5219	STC Training	130.00
100-15-021-5204	Conferences & Meetings	
06/10/2015	SOUTHWES 5262113763215	270.00
100-15-021-5204	Conferences & Meetings	270.00
100-15-021-5205	Training	
06/10/2015	CAHN	285.00
06/10/2015	CALIFORNIA PEACE OFFICERS	85.00
06/10/2015	OWW*ORBITZ.COM	-262.76
06/10/2015	OWW*ORBITZ.COM	-262.76

To enable prompt payment, these DCard expenditures were paid to US Bancorp on Warrant Register wr 26b, dated 06/18/2015; Check number 519653.

Report of D-Card Transactions

Account Date	Department Police	Amount
100-15-021-5205	Training	-155.52
100-15-041-5217	Departmental Supplies	
06/10/2015	COPQUEST INC	123.36
06/10/2015	SMARTNFINAL52910305290	28.32
100-15-041-5217	Departmental Supplies	151.68
100-15-051-5217	Departmental Supplies	
06/10/2015	SMARTNFINAL52910305290	34.72
100-15-051-5217	Departmental Supplies	34.72
100-15-071-5217	Departmental Supplies	
06/10/2015	SMARTNFINAL52910305290	72.33
100-15-071-5217	Departmental Supplies	72.33
15	Police	10,960.13

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Report of D-Card Transactions

Account Date	Department Fire	Amount
100-16-031-5101	Contract Services	
06/10/2015	AIR EXCHANGE INC	131.49
100-16-031-5101	Contract Services	131.49
100-16-031-5205	Training	
06/10/2015	PAYPAL *REDHELMETTR	150.00
06/10/2015	PAYPAL *REDHELMETTR	225.00
06/10/2015	PAYPAL *REDHELMETTR	250.00
100-16-031-5205	Training	625.00
100-16-031-5221	Automotive Repair Services	
06/10/2015	EDDINGS 0026741	297.57
06/10/2015	EDDINGS 0026741	-45.00
06/10/2015	VALLEY POWER SYSTEMS	1,303.86
100-16-031-5221	Automotive Repair Services	1,556.43
100-16-031-5225	Printing	
06/10/2015	SMARTSOURCE OF CALIF	28.34
100-16-031-5225	Printing	28.34
100-16-041-5217	Departmental Supplies	
06/10/2015	AIR SOURCE INDUSTRIES	268.91
100-16-041-5217	Departmental Supplies	268.91
100-16-052-5217	Departmental Supplies	
06/10/2015	MITY-LITE, INC	357.43
100-16-052-5217	Departmental Supplies	357.43
100-16-053-5206	Uniforms/Safety Equipment	
06/10/2015	REDBACK BOOTS USA	201.22
06/10/2015	UNIFORMS INC	10.00
06/10/2015	UNIFORMS INC	14.11
100-16-053-5206	Uniforms/Safety Equipment	225.33
16	Fire	3,192.93

To enable prompt payment, these DCard expenditures were paid to US Bancorp on Warrant Register wr 26b, dated 06/18/2015; Check number 519653.

Report of D-Card Transactions

Account Date	Department	Amount
100-21590	Graux/Rotary Trust Fire	
06/10/2015	OFFICE DEPOT #5125	1,275.20
100-21590	Graux/Rotary Trust Fire	<u>1,275.20</u>
21590		<u><u>1,275.20</u></u>

To enable prompt payment, these DCard expenditures were paid to US Bancorp on Warrant Register wr 26b, dated 06/18/2015; Check number 519653.

Report of D-Card Transactions

Account Date	Department	Amount
100-21606	Polc-Neighborhood Watch Deposits	
06/10/2015	THE UPS STORE 1830	125.00
100-21606	Polc-Neighborhood Watch Deposits	125.00
21606		125.00

To enable prompt payment, these DCard expenditures were paid to US Bancorp on Warrant Register wr 26b, dated 06/18/2015; Check number 519653.

Report of D-Card Transactions

Account Date	Department	Amount
100-21615	Polc-Every 15 Minutes Deposits	
06/10/2015	CVS/PHARMACY #09588	11.45
06/10/2015	FREND'S BEAUTY SUPPLY	79.58
06/10/2015	SMARTNFINAL52910305290	14.66
06/10/2015	TARGET 00019802	1.90
06/10/2015	VONS STORE00022756	26.73
100-21615	Polc-Every 15 Minutes Deposits	<hr/> 134.32
21615		<hr/> 134.32 <hr/>

To enable prompt payment, these DCard expenditures were paid to US Bancorp on Warrant Register wr 26b, dated 06/18/2015; Check number 519653.

Report of D-Card Transactions

Account Date	Department	Amount
100-21727	Pumpkin Race	
06/10/2015	GLASER ASSOCIATES INC	1,031.84
06/10/2015	PAYPAL *PIPSISPORTS	1,800.00
100-21727	Pumpkin Race	<u>2,831.84</u>
21727		<u>2,831.84</u>
	Report Totals	<u><u>58,842.18</u></u>

To enable prompt payment, these DCard expenditures were paid to US Bancorp on Warrant Register wr 26b, dated 06/18/2015; Check number 519653.

Agenda Date: 7/21/2015

TO:

Honorable Mayor and Members of the City Council

THROUGH:

Mark Danaj, City Manager

FROM:

Marisa Lundstedt, Community Development Director
Bruce Moe, Finance Director

SUBJECT:

Commission Minutes:

This Item Contains Minutes of City Commission Meetings. Staff Recommends that the City Council, by Motion, Take Action to Receive and File the Minutes of the:

- a) Parking and Public Improvements Commission Meeting of April 23, 2015
(Community Development Director Lundstedt).
- b) Parking and Public Improvements Commission Meeting of May 28, 2015
(Community Development Director Lundstedt).
- c) Finance Subcommittee Meeting of July 1, 2015
(Finance Director Moe).

RECEIVE AND FILE

RECOMMENDATION:

Staff recommends that the City Council, by motion, take action to receive and file the minutes of the City Commissions.

Attachments:

1. Parking and Public Improvements Commission Meeting Minutes of April 23, 2015
2. Parking and Public Improvements Commission Meeting Minutes of May 28, 2015
3. Finance Subcommittee Meeting Minutes of July 1, 2015

**CITY OF MANHATTAN BEACH
PARKING AND PUBLIC IMPROVEMENTS COMMISSION
DRAFT MINUTES OF A REGULAR MEETING
April 23, 2015**

A. CALL TO ORDER

The regular meeting of the Parking and Public Improvements Commission of the City of Manhattan Beach, California, was held on the 23rd day of April, 2015, at the hour of 6:34 p.m., in the City Council Chambers of City Hall, 1400 Highland Avenue, in said City.

B. ROLL CALL

Present: Nicholson, King and Apostol.
Absent: Lipps and Fournier.
Staff Present: Traffic Engineer Zandvliet, Senior Planner Jester, Associate Planner Masters, Public Works Director Olmos, City Engineer Parco
Clerk: Kozak.

C. APPROVAL OF MINUTES

04/23/15-1 March 26, 2015

Approved with no corrections.

D. AUDIENCE PARTICIPATION

Chair Nicholson opened the Audience Participation (3-Minute Limit).

None.

E. GENERAL BUSINESS

04/23/15-2 Long-Term Commercial Use Encroachment Permit at 124 Manhattan Beach Boulevard

Traffic Engineer Zandvliet introduced Jason Masters, Assistant Planner.

Jason Masters gave a presentation on the Long-Term Commercial Use Encroachment Permit. He stated staff recommends that the P.P.I.C. consider the request at 124 Manhattan Beach Boulevard, (BREWCO) to permit two patio heaters attached to the existing eave in the public right-of-way over the sidewalk. He stated the

Commissioner's recommendation for the Long-Term Commercial Use Encroachment Permit request would be forwarded accordingly to the City Council for final action.

Chair Nicholson opened the Audience Participation.

Audience Participation

Michael Zislis, Applicant and Business Owner, stated he was proud of the design for the installation of the heaters and they met all requirements and codes. He explained the heaters were safe and felt there shouldn't be any problems with the location.

Chair Nicholson closed the Audience Participation.

Commission Discussion

Chair Nicholson said he was ready to vote, Commissioners King and Apostol agreed they were, too.

MOTION: Chair Nicholson made a motion to recommend that the City Council approve the Long-Term Commercial Use Encroachment Permit to allow two patio heaters at 124 Manhattan Beach Blvd. The motion was seconded by Commissioner King.

Ayes: King, Apostol and Nicholson.
Noes: None.
Abstain: None.
Absent: Lipps and Fournier.

04/23/15-3 Presentation of South Bay Bicycle Mini-Corral Plan

Traffic Engineer Zandvliet explained that staff recommends the Commission receive the presentation, hear public comments and discuss the South Bay Bicycle Mini-Corral Plan.

Ryan Johnson, Consultant with Alta Planning + Design gave a presentation on the designs, potential locations and funding of the Bicycle Mini-Corrals.

Chair Nicholson opened the Audience Participation.

Audience Participation

David Sundius, Manhattan Beach Resident, said he thought it was a great idea and really liked it.

Julian Katz, President of the South Bay Bicycle Coalition, Hermosa Beach Resident, said the intention of these Bicycle Mini-Corrals was to place them in the downtown areas of the cities close to businesses to encourage people to ride their bikes instead of driving a car. He explained that so far they have not taken away any current parking spaces when the Bicycle Mini-Corrals were installed. He encouraged the Commission to approve the plan.

James R. Gill, 3017 Valley Drive, said he thought it was a good idea to use some of the dead space downtown for the Bicycle Mini-Corrals, but he had some concerns about the bikes taking ownership of the road and affecting the flow of traffic. He felt the city should start small when installing the Bicycle Mini-Corrals.

Bob Ives, 3609 Oak Ave., stated he thought it was a good idea but felt the Bicycle Mini-Corrals do need some kind of barriers or striping for the safety of the cyclists. He said he was concerned about the downtown businesses employees taking all the spaces and the lack of turnover of the spaces for the residents use. He asked about enforcement to prevent the bikes from being left for days or even weeks.

Chair Nicholson closed the Audience Participation.

Commission Discussion

Commissioner Apostol asked if there was any feedback from the other cities involved in this plan and who initiates the Grant Program.

Ryan Johnson answered that all the participating cities were excited to get started with the plan. He said the one question he had not heard was the one about leaving the bicycles locked for days at a time. He stated he wasn't sure what could be done to control that if it happened.

Traffic Engineer Zandvliet answered that bicycles fall under the same 72 hour parking law as vehicles, which is enforceable, and the bicycle could be removed if necessary. Traffic Engineer Zandvliet then answered Commissioner Apostol's question in regards to the Grant Program saying it would be himself who would apply for any Grants.

Chair Nicholson asked if this type of idea for bicycles is going to carry over to the new Mall design.

Laurie Jester, Planning Manager, answered yes there are very detailed conditions that require bicycle access and facilities within the Mall design.

The Commissioners and Traffic Engineer Zandvliet thanked Ryan Johnson for his presentation and said that all the information would be forwarded to the City Council for review and their ultimate approval.

04/23/15-4 Review of Proposed Fiscal Year 2015-16 Capital Improvements Plan

Traffic Engineer Zandvliet introduced Tony Olmos, Director of Public Works who recommended that the Commission review the proposed Fiscal Year 2015-16 Capital Improvement Plan and provide comments that will be forwarded to the City Council.

Tony Olmos then introduced Joe Parco, City Engineer who gave an in-depth presentation on the Capital Improvement Plan.

Various commissioners asked for more detailed explanation of various projects. City Engineer Parco and Public Works Director Olmos provided more information on particular projects.

Chair Nicholson thanked Tony Olmos and Joe Parco for a great job on a very detailed report.

Chair Nicholson opened the Audience Participation.

Audience Participation

James R. Gill, 3017 Valley Drive, commented that he was looking forward to almost a brand new City over the next five years.

Chair Nicholson closed the Audience Participation.

Traffic Engineer Zandvliet said the Commissioner's questions and comments were noted and would be included and incorporated in the City Council Report.

04/23/15-5 Consider Traffic Calming Measures at Valley Drive/Oak Avenue/35th Street

Traffic Engineer Zandvliet gave his presentation and recommended that the Commission approve a motion to recommend that the City Council approve the installation of a temporary single point intersection with a center median island (Concept G) at the intersection of Valley Drive/Oak Avenue/35th Street on a trial basis.

Chair Nicholson opened the Audience Participation.

Audience Participation

Bob Ives, 3609 Oak Ave., said he was confused on what was trying to be accomplished. He explained that there has never been an accident at that intersection. He said he agreed with the residents who live at Ross Manhattan Terrace Senior

Apartments that it is very hard to get out of their driveway onto Valley Drive, but the changes that are suggested look like gridlock and very confusing and will not do anything to help the senior apartments.

Anne Rose, 3525 Elm Ave., stated she is against a stop sign and felt the city needs to work with the Ross Manhattan Terrace Senior Apartments to try and increase the visibility to make it safer for them to exit their driveway.

James R. Gill, 3017 Valley Drive, commented that he was not even aware of the issue and thought the City should do better on notification to the residents. He said he was not in favor of a stop sign or anything that kept the intersection from being free flowing. He explained that he does want to see something done to help with the visibility for the seniors to exit their driveway. He said he liked the left turn and thought signage would help.

Fran Schiff, 3504 Pine Ave., said she is not in favor of a stop sign, but she did like some of the ideas presented by Traffic Engineer Zandvliet.

Bonney Larson, 3524 Elm Ave., said she is not in favor of a stop sign because it would back up traffic and cause to many other problems.

Chair Nicholson closed the Audience Participation.

Commission Discussion

Commissioner King said it seemed that most of the residents are not in favor of a stop sign, but are in favor of the left hand turn lane and the center median.

Commissioner Apostol agreed with Commissioner King about the left hand turn lane and the center median.

Chair Nicholson stated he felt there wasn't enough being discussed to help the seniors exiting their driveway safely. He said he wanted to be sure that whichever concept the Commission decides on, it will help them.

The Commissioners and Traffic Engineer Zandvliet discussed different elements within Concepts A-G provided by Traffic Engineer Zandvliet. All the Commissioners agreed to use several measures from Concepts A-G to help with the traffic calming on Valley Drive.

MOTION: Chair Nicholson made a motion to recommend that the City Council approve the installation of the following: a crosswalk at Oak Avenue/35th Street, a curb bump out near the Ross Manhattan Terrace, a northbound left hand turn lane at Valley Drive to Oak Avenue, a center median from Sepulveda Boulevard to Oak Avenue and a speed awareness sign on Valley Drive on a trial basis. The motion was seconded by Commissioner King.

Ayes: King, Apostol and Nicholson.
Noes: None.
Abstain: None.
Absent: Lipps and Fournier.

F. OTHER ITEMS

04/23/15-6 Monthly Revenue and Expenditure Reports: Receive and File.
Received and Filed.

04/23/15-7 Commission Items

None.

04/23/15-8 Staff Follow-up Items

Traffic Engineer Zandvliet explained the temporary parking permit plan that had been implemented after the March 26th meeting until the Commission and the City Council establish a policy for the Downtown Residential Override Parking Program. Traffic Engineer Zandvliet said that staff sent notices to the walkstreet residents west of Valley Drive, informing them they could apply for a temporary parking permit that would be valid until Labor Day. He stated the permits are free, the requestor must show proof of residence, the temporary permits are issued on a case by case as needed basis, and the permits allow the permit holder to park on any streets that have posted parking restrictions.

G. ADJOURNMENT

The meeting was adjourned at **9:20 p.m.** to the regular Parking and Public Improvements Commission Meeting on Thursday, May 28, 2015, in the City Council Chambers of City Hall, 1400 Highland Avenue, in said City.

**CITY OF MANHATTAN BEACH
PARKING AND PUBLIC IMPROVEMENTS COMMISSION
MINUTES OF A REGULAR MEETING
May 28, 2015**

A. CALL TO ORDER

The regular meeting of the Parking and Public Improvements Commission of the City of Manhattan Beach, California, was held on the 28th day of May 2015, at the hour of 6:33 p.m., in the City Council Chambers of City Hall, 1400 Highland Avenue, in said City.

B. ROLL CALL

Present: Apostol, King, Nicholson and Fournier.
Absent: Lipps.
Staff Present: Traffic Engineer Zandvliet.
Clerk: Kozak.

C. APPROVAL OF MINUTES

05/28/15-1 April 23, 2015

Approved 4-0 with no corrections.

D. AUDIENCE PARTICIPATION

Chair Nicholson opened the Audience Participation (3-Minute Limit).

None.

E. GENERAL BUSINESS

05/28/15-2 Review of Pedestrian Crossing Measures at Ardmore Avenue and Flourney Road

Traffic Engineer Zandvliet gave his presentation and recommended that the Commission approve a motion to recommend that the City Council maintain the existing pedestrian crossing measures and propose a curb extension and a high visibility crosswalk at the intersection in conjunction with a comprehensive crossing treatment project along Veterans Parkway pursuant to the Mobility Plan Update. It is also recommended that Traffic Engineer Zandvliet conduct a new Engineering and Traffic Survey to determine the posted speed limit on Ardmore Avenue between 19th Street and Pacific Avenue.

Chair Nicholson opened the Audience Participation.

Audience Participation

Richard Magnuson, 510 17th Street, said he supports all the suggestions being made by Traffic Engineer Zandvliet and said the efforts that have already been done have helped making the crossing safer. He suggested in the future when the City adds crosswalks they paint the street under the crosswalk with a shiny black paint as it helps the white lines of the crosswalk stand out much better.

Marti Padilla, 610 Highland Avenue, stated she was not in favor of losing any parking spaces at the location. She thought a crosswalk that lights up when a pedestrian pushes a button if they need to cross was a good idea, but wasn't sure about the cost.

Rernard Botiller, 525 17th Street, said he was confused about why the speed limit had been changed from 30 miles per hour to 35 miles per hour and thought a crosswalk should have been across Ardmore Avenue in the first place.

Viet Ngo, Manhattan Beach Resident, asked why proper notification was not given to the residents in regards to the meeting so they could attend. He stated that the safety of the public is important when using crosswalks.

Robert Horman, 517 17th Street, said he was concerned about the safety of the bicyclists in the Manhattan Beach bike race if there was a bulb-out at that location.

Eric Darling, 441 9th Street, explained that sometimes crosswalks give pedestrians a false sense of safety and felt with the addition of some of the other safety treatments it was a good thing.

Chair Nicholson closed the Audience Participation.

Commission Discussion

Traffic Engineer Zandvliet explained that a bulb-out is a traffic calming measure that helps to reduce the speed of drivers, they help make pedestrians more visible and help pedestrians see oncoming traffic better. He stated that a bulb-out is proven to be effective through studies that have been conducted.

Traffic Engineer Zandvliet also explained the reason why the speed limit was changed from 30 miles per hour to 35 miles per hour in 2009 and how it could be reduced back to 30 miles per hour. He stated that over the years the speed limit laws and rules have changed the way the traffic studies determine what the current speed limits should be.

Traffic Engineer Zandvliet said in regard to the yearly bike race, the streets are

closed to traffic, so cyclists can use the whole street, but they can protect the bulb-out with a marker on the day of the race.

Commissioner Apostol asked Traffic Engineer Zandvliet to give some feedback on the illuminated crosswalk that was mentioned.

Traffic Engineer Zandvliet said that the cost is about twenty to forty thousand dollars more for the illuminated crosswalks. He explained that lights are embedded in the street, and there are a lot of maintenance problems. Traffic Engineer Zandvliet commented that flashing beacons could be used, but neither application could be justified because of the low pedestrian volume.

Commissioner Fournier explained to the audience that the issue before them tonight was not a new one, and that the Commission has been dealing with it for quite some time. He expressed that the primary issue is pedestrian safety, and he thought all the staff recommendations were terrific, and he was in favor of moving forward.

Chair Nicholson stated that the issue was brought to the Commission by concerned mothers whose children were crossing at that location and they felt there was a real safety issue for the children going to and from school. He explained the other alternative would be a stop sign, but no one really wanted to put a stop sign there. He said he likes the recommendations provided by staff.

Commissioner King expressed his concern about the safety issue at the location, but he said he has a fiscal responsibility as a Commissioner to the city and he felt there wasn't enough justification to spend so much money for the bulb-out. He said he liked the other recommendations.

Commissioner Apostol said he agreed with Commissioner King in regards to the cost being justified but he also agreed with Traffic Engineer Zandvliet that one safety measure without the other one may not work as intended.

MOTION: Commissioner Fournier made a motion to approve all of staff's recommendations for the pedestrian crossing measures at the intersection of Ardmore Avenue and Flourney Road and to conduct a new Engineering and Traffic Survey to determine the posted speed limit on Ardmore Avenue between 19th Street and Pacific Avenue. The motion was seconded by Chair Nicholson.

Ayes: Apostol, King, Fournier and Nicholson.

Noes: None.

Abstain: None.

Absent: Lipps.

05/28/15-3 Review of Downtown Resident Parking Program

Traffic Engineer Zandvliet gave the background on the Downtown Resident Parking Program and an explanation on the Temporary Residential Parking Override Permit process and guidelines. Traffic Engineer Zandvliet recommended that the Commission review the existing Downtown Resident Parking Override Program, hear public comments from interested parties, and make recommendations to the City Council to improve the existing Program.

Chair Nicholson opened the Audience Participation.

Audience Participation

Robert Horman, 517 17th Street, said he only had positive things to say about the parking program and wants it to stay the way it is because it's working. He complimented Traffic Engineer Zandvliet on a good job working with the neighbors in their neighborhood.

Tani Sims, 332 10th Place, stated she applied for a parking permit and received it but then found out she could not use it on Morningside Drive. She explained there are parking spaces on 10th Place without a two hour time limit, but people are storing their cars there for more than the seventy two hour parking limit, leaving no place for her and some of her neighbors to park.

Richard Magnuson, 510 17th Street, commented that he supports the program and it has been very successful and is working. He said he had a petition that was signed by eleven of the twelve neighbors and they requested that the Commission make no policy changes that would weaken the program.

Richard Foster, 325 8th Street, explained there is no parking for the residents because the downtown employees are still parking in their neighborhood. He felt more needs to be done by the City to find parking for the downtown employees away from the residential neighborhoods.

Audrey Judson, 416 7th Street, said she wasn't sure if the problem was employee parking or beach parking. She explained her concerns were for the residents on the walk streets that will be impacted the most and won't have any place to park if the city makes all the streets east of Valley/Ardmore permit parking only.

Nellie Ambrose, Manhattan Beach Resident, said she is a new resident of Manhattan Beach and as a resident she felt she should be able to park in the residential neighborhoods without having to have a parking permit. She said she wasn't aware of the employee parking problem and thought it was more of the beach goers who stay for hours at a time, bring their own food and drinks and don't spend much money in town. She said she had e-mailed the Mayor with the idea of a drop off zone and possible shuttle system for the beachgoers to help free up parking for the people who come to downtown Manhattan Beach and spend money.

Melanie Williams, 400 7th Street, said she was another person living on a walk street and expressed her disappointment with the way this parking issue is starting to form little micro communities. She asked that the program be fair and equitable to all of the residents and allow the walk street residents to have access to parking permits too.

Rama Ratragadpa, 632 12th Street, explained that some residents are issued three parking permits per home. Some keep their cars parked in the same space and never move them. Some people take up two parking spaces. She asked that something be done about residents not moving their cars and using the street as their own private parking lot. She asked the City to paint lines on the street so the cars are parked in one space. She requested that permits be available for visitors of residents that are going to stay longer than two hours, so friends and family have a place to park. She said the City could charge a fee for those permits if necessary.

Karen Darling, 441 9th Street, stated that she had a petition signed by over two hundred residents that did not want permit parking. She stated that the permit parking program is causing more problems for residents and is not solving anything. She felt it is not fair for the sand and walk street residents who have parked their cars for years up in the Hill section. She said it is a shame that now the residents have nowhere to park unless they get a permit. She suggested the City should go back to no parking restrictions and solve their employee and beachgoers parking problems.

Peter Cutler, Manhattan Beach Resident, said he was glad he was not in the Commissioners' position because of all of the parking issues. He said that there are the business issues, the walk street issues and all the other parking issues affecting different neighborhoods in Manhattan Beach. He said his car had the window broken probably by someone who was drunk and returning to their car that was parked in his neighborhood. He explained that people speed down their street looking for parking spaces, return to their cars talking loud and throwing trash down in their neighborhood. He stated that the parking issues have lessened his neighborhood.

Marti Padilla, 610 Highland Avenue, asked if Morningside Drive was one of the restricted parking streets. Traffic Engineer Zandvliet answered no. She said that residents should be able to get a parking permit to park anywhere in town and felt it is a shame that they can't.

Eric Darling, 441 9th Street, said he lived on Valley Drive where there is no parking because of construction, merchants, beachgoers, nannies and more. He commented that he now has a parking permit and can park where he used to park on those streets in the hill section. He stated he agreed with the speaker that spoke before him that said all residents should be able to park in the neighborhoods without parking permits.

Rernard Botiller, 525 17th Street, explained there has been a parking problem for many years in Manhattan Beach.

Luarie Rice, 425 7th Street, said she lives on a walk street and was very upset about the restricted parking in the Hill section because she feels it is really going to impact the residents that live on the walk streets that already have limited parking. She said the restricted parking is not the solution.

Rob Slanchik, 416 8th Street, agreed with a lot of what had been said by the previous speakers in regards to the limited parking for some residents, and also agreed with the prior speaker that made the comment that restricted parking is dividing the neighborhoods into small little enclaves, and felt there is this feeling of elitism. He said it is not fair to have residents moving their cars every two hours to avoid being ticketed.

Catherine Kissel, 619 18th Street, commented she was glad she came to the meeting because she learned that the problem is way bigger than she could have imagined and that the Commissioners have their work cut out for them. She said that there are residents on 18th Street that are finding parking to be difficult.

Viet Ngo, Manhattan Beach Resident, stated that this parking issue is a problem for the whole city and there is no quick fix. He said Parking Enforcement needs to enforce the parking rules for the construction workers and designate a location for employee and merchant parking and there needs to be more ADA parking. He stated parking should be free for all and equal for all. He said the parking permits were not the solution.

Chair Nicholson closed the Audience Participation.

Commission Discussion

Traffic Engineer Zandvliet explained the Open City Hall Online system to the audience and read some of the comments that were posted in regards to the downtown resident parking program that was being discussed at the meeting.

Commissioner Fournier asked who funded the Dial a Ride program.

Traffic Engineer Zandvliet answered that it is City funded by Proposition A funds.

Commissioner Fournier asked if there was any feedback from the merchants about a shuttle program for their employees.

Traffic Engineer Zandvliet explained that a City shuttle program had been looked at twice before but funding was the issue. He said they were going to look at it again and review how the City could possibly fund it.

Chair Nicholson asked about the lack of disabled parking.

Traffic Engineer Zandvliet said the City has complied with ADA requirements where they could, but he said it is difficult to put ADA spaces on sloped streets.

Commissioner Apostol said this parking issue is a real problem and not an easy one to solve. He said he is not in favor of giving the benefit to certain streets or any single group. He liked the idea of a shuttle for the employees but he felt there would not be a clear solution at this meeting.

Commissioner King explained he is in favor of residents being able to park anywhere in the city they live in. He said he liked the idea of the parking tees so people didn't take up more than one space. He thought the City needed to look at offsite parking for the employees and said a shuttle would be great. He also mentioned the valet program that is expanding downtown and felt the nine dollar cost for all day was a good deal for beachgoers or visitors to the downtown area.

Chair Nicholson said the change from retail stores to restaurants has affected the employee parking situation because of the larger number of employees needed for the restaurants. He said the city is a victim of its own success in regards to the parking problem. He stated that years ago there should have been better planning of the downtown area and felt it is the responsibility of the city and the business owners to provide parking for the employees and the residents should not be impacted by the lack of parking. He explained the parking override program is a compromise that wasn't perfect but it is needed. He said he was in favor of the parking tees.

Commissioner Fournier stated he was encouraged by the discussion and he thought the program should be left as is for the time being because it is working. He said he was in favor of the parking tees. He explained there needs to be more conversation with the business owners on how they can help out with the employee parking problem. He said he really thought a good solution would be a shuttle but understands that it is costly.

MOTION: Commissioner King made a motion to install parking tees at the discretion of Traffic Engineer Zandvliet within the general zone and to accept the temporary parking program for the summer. The motion was seconded by Chair Nicholson.

Ayes: Apostol, King, Fournier and Nicholson.
Noes: None.
Abstain: None.
Absent: Lipps

F. OTHER ITEMS

05/28/15-4 Monthly Revenue and Expenditure Reports: Receive and File

Received and Filed.

05/28/15-5 Commission Items

Commissioner Fournier asked what contractor is responsible for the terrible job that was done on the middle lane of Sepulveda Boulevard between 8th and 2nd Street and if they were finished.

Traffic Engineer Zandvliet answered to the best of his knowledge it was finished.

Commissioner Fournier then asked what the process is to make a complaint or comment about the quality of work that Caltrans did on that job.

Traffic Engineer Zandvliet explained that it was a City job and there is a process to file a complaint with the City on the quality of work that was performed through the Government Outreach service request system.

Commissioner Fournier asked his fellow Commissioners to take a look at the location and give their opinions on the job.

Commissioner King wanted to know why they are digging holes on Highland Avenue north of Rosecrans Avenue and on Rosecrans Avenue.

Traffic Engineer Zandvliet explained Southern California Gas Company is bringing in a new line to serve our city because the existing lines are so old.

Chair Nicholson congratulated Commissioner Apostol on his recent appointment to the Planning Commission.

05/28/15-6 Staff Follow-up Items

Traffic Engineer Zandvliet reported that the Valley Drive/Oak Avenue/35th Street calming measures would be going to the City Council on June 16th. He said that the Bicycle Mini Corral Plan will be presented at the same meeting.

Traffic Engineer Zandvliet said the new stops signs were installed at John and 8th Street and John and 9th Street.

G. ADJOURNMENT

The meeting was adjourned at **9:08 p.m.** to the regular Parking and Public Improvements Commission Meeting on Thursday, June 25, 2015, in the City Council Chambers of City Hall, 1400 Highland Avenue, in said City.

Finance Subcommittee Meeting Draft Action Minutes

Meeting Date: July 1, 2015
Recording Secretary: Helga Foushanes

In Attendance: Tim Lilligren, Treasurer
Wayne Powell, Mayor
Tony D'Errico, Councilmember
Mark Danaj, City Manager
Bruce Moe, Finance Director
Henry Mitzner, Controller
Steve Charelian, Revenue Services Manager
Libby Bretthauer, Financial Analyst

Called to Order: 9:02 A.M. by Tim Lilligren, City Treasurer

Agenda Item #1 – Approval of Minutes from March 19, 2015 Finance Subcommittee Meeting

The Finance Subcommittee unanimously approved the minutes of the March 19, 2015 meeting.

Agenda Item #2 –Annual Review of City Investment Policy with Proposed Changes

The Finance Subcommittee unanimously approved the revisions to the Investment Policy and directed staff to prepare a report for full City Council review and approval.

Agenda Item #3 – Consideration of Bad Debt Write-Off's to Collections from January 1, 2015 through March 31, 2015

The Finance Subcommittee directed staff to request a list of outstanding parking citations from TURBO Data for possible posting on public websites as a method to improving collection of delinquent citations. The Subcommittee further requested that staff look into the feasibility of selling past due receivables as an alternative to traditional collection agency activities currently used.

The Finance Subcommittee received and filed the report.

Agenda Item #4 - Fiscal Year 2014-2015 Monthly Schedule of Transient Occupancy Tax and Lease Payments and Miscellaneous Accounts Receivables

The Finance Subcommittee directed staff to research the current status of sidewalk dining permits, what rate could be charged for the privilege, if and how many restaurants currently have a permit, and to prepare a staff report for discussion before full City Council.

The Finance Subcommittee received and filed the report.

Agenda Item #5 – May 2015 Month-End Financial Reports – Fiscal Year 2014-2015

The Finance Subcommittee requested that on future revenue reports staff provide prior year comparisons by period to provide a point of reference on year-to-date performance.

The Finance Subcommittee received and filed the report.

Agenda Item #6 – Investment Portfolio for May 2015

The Finance Subcommittee received and filed the report.

Agenda Item #7 – Discussion on Establishment of Regular Schedule for Future Finance Subcommittee Meetings

The Finance Subcommittee directed staff to schedule Subcommittee meetings approximately once per quarter, with start times in either the early morning or late afternoon. Dates may then be adjusted as needed.

Agenda Item #8 – Public Comments

Edward Caprieli, resident, complimented staff on the excellent layout and easy to understand “Budget-At-A-Glance” brochure, and suggested to distribute the sheet via Social Media.

Agenda Item #9 – Adjournment

The meeting adjourned at 9:35 A.M.