

## City Council Regular Meeting

Regular Meeting

Tuesday, March 15, 2016

6:00 PM

City Council Chambers

**AMENDED AGENDA**



*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

Teresia Zadroga-Haase, Human Resources Director

Eve R. Irvine, Police Chief

Mark Leyman, Parks & Recreation Director

Bruce Moe, Finance Director

Sanford Taylor, Information Technology 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 recognized for providing exemplary municipal services and contributing to the exceptional quality of life afforded to residents, businesses and visitors who enjoy living in and visiting California's safest beach community**

## 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, this agenda provides an early opportunity for public comments under "Public Comments," at which time speakers may comment on any item of interest to the public that is within the subject matter jurisdiction of the City Council, including items on the agenda. In addition, speakers may comment during any public hearing after the public hearing on that item has been opened.*

*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](http://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. The City also provides closed captioning of all its Regular City Council Meetings for the hearing impaired.*

### **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**

#### **B. ROLL CALL**

#### **C. CEREMONIAL CALENDAR**

1. Presentation of the Distinguished Service Award to Steve Napolitano, Walt Dougher, Portia Cohen and Michael Greenberg. [16-0102](#)  
**PRESENT**
2. Presentation of a Certificate of Recognition to Larry Kosmont for Relocating his Business to the City of Manhattan Beach. [16-0103](#)  
**PRESENT**

#### **D. CERTIFICATION OF MEETING NOTICE AND AGENDA POSTING**

*I, Liza Tamura, City Clerk of the City of Manhattan Beach, California, state under penalty of perjury that this notice/agenda was posted on Wednesday, March 9, 2016, on the City's Website and on the bulletin boards of City Hall, Joslyn Community Center and Manhattan Heights.*

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

*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.*

**F. CITY COUNCIL AND COMMUNITY ORGANIZATION ANNOUNCEMENTS OF UPCOMING EVENTS (1 MINUTE PER PERSON)**

*City Councilmembers and community organization representatives may inform the public about upcoming events.*

- COSTA2CARNEGIE Fundraiser

**G. CITY MANAGER REPORT****H. CITY ATTORNEY REPORT****I. MAYOR'S REPORT ON MEETING MANAGEMENT****J. PUBLIC COMMENTS (2 MINUTES PER PERSON FOR ONE ITEM, A MAXIMUM OF 5 MINUTES IF A SPEAKER WANTS TO COMMENT ON MORE THAN ONE ITEM)**

*THIS IS YOUR OPPORTUNITY TO COMMENT ON ANY ITEM ON THE AGENDA THAT IS NOT A PUBLIC HEARING, AS WELL AS ANY ITEM THAT IS WITHIN THE SUBJECT MATTER JURISDICTION OF THE CITY COUNCIL. The Mayor may determine whether an item is within the subject matter jurisdiction of the City Council. While all comments are welcome, the Brown Act does not allow City Council to take action on any item not on the Agenda. Please complete the "Request to Address the City Council" card by filling out your name, city of residence, the item(s) you would like to offer public comment, and returning it to the City Clerk.*

**K. PLANNING COMMISSION QUASI-JUDICIAL DECISIONS (RECEIVE AND FILE)**

*This is an opportunity for a Councilmember to submit a written request that the City Council review the Planning Commission decision, in which case a duly noticed public hearing on the matter will be scheduled for a later date. In the absence of a written request, the matter will be received and filed by order of the chair.*

*The Planning Commission recently took action on the following matter(s): None.*

**L. CONSENT CALENDAR (APPROVE)**

*Items on the "Consent Calendar" are routine and customary business items and will be enacted with one vote. Removal of items from the Consent Calendar for individual consideration will be at a City Councilmember's discretion. In such case, the item will be heard during general business.*

3. Litigation Settlements :
  - a) Kayter v. City of Manhattan Beach - Los Angeles County Superior Court, Case Number: BC539719
  - b) Otope, Leon v. City of Manhattan Beach - Los Angeles County Superior Court, Case Number : BC 578791 (City Attorney Barrow).

[16-0112](#)

**APPROVE**

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4. Resolution Approving the Human Resources Department Authorization To Access Federal Level Summary Criminal History Information for Employment/Volunteer Purposes (Human Resources Director Zadroga-Haase). [RES 16-0020](#)

**ADOPT RESOLUTION NO. 16-0020**

**Attachments:** [Resolution No. 16-0020 - DOJ Fingerprints](#)

5. Financial Report: [16-0028](#)
- a) Schedule of Demands: February 18, 2016
- b) Investment Portfolio for the Month Ending January 31, 2016
- c) Month End Report for January 31, 2016  
(Finance Director Moe).

**ACCEPT REPORT AND DEMANDS**

**Attachments:** [Schedule of Demands for February 18, 2016](#)  
[Investment Portfolio for the Month Ending January 31, 2016](#)  
[Month End Report for January 31, 2016](#)

6. City Council Minutes: [16-0104](#)
- This Item Contains Minutes of the Following City Council Meetings Presented for Approval:
- a) City Council Regular Meeting Minutes of February 2, 2016  
(Continued from the March 1, 2016 City Council Regular Meeting)  
**APPROVE**
- b) City Council Regular Meeting Minutes of February 16, 2016  
(Continued from the March 1, 2016 City Council Regular Meeting)  
**APPROVE**
- c) City Council Regular Meeting Minutes of March 1, 2016  
**APPROVE**  
(City Clerk Tamura).

**Attachments:** [City Council Regular Meeting Minutes of February 2, 2016](#)  
[City Council Regular Meeting Minutes of February 16, 2016](#)  
[City Council Regular Meeting Minutes of March 1, 2016](#)

**M. PUBLIC HEARINGS (2 MINUTES PER PERSON)****N. OLD BUSINESS**

7. Review Conceptual Roundhouse Aquarium Design (Continued from the March 1, 2016 City Council Meeting) (Public Works Director Olmos). [16-0080](#)

**REVIEW AND PROVIDE DIRECTION**

**Attachments:** [Conceptual Design](#)  
[Draft Term Sheet](#)  
[Roundhouse Aquarium Conceptual Design Video](#)

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8. Resolution Approving the Side Letter Agreement with the California Teamsters, Local 911 modifying Article 19 Overtime/Compensatory Time/Work Schedule of the Memorandum of Understanding (Zadroga-Haase, Human Resources Director). [RES 16-0021](#)

**ADOPT RESOLUTION NO. 16-0021**

**Attachments:** [Resolution No. 16-0021 - Side Letter Team](#)  
[Side Letter Agreement - Teamsters](#)

9. Approve Continued Use of As-Needed Engineering Services Agreement with Harris & Associates, Inc. for Design Engineering Services (Public Works Director Olmos). [16-0077](#)

**APPROVE**

**Attachments:** [Harris & Associates Task Order Summary](#)

**O. NEW BUSINESS**

10. Discuss Formation of a Manhattan Beach Economic Development Advisory Council (EDAC) and Report Back to City Council (Assistant City Manager Nader/Economic Vitality Manager Sywak). [16-0106](#)

**DISCUSS AND PROVIDE DIRECTION**

**Attachments:** [MB EDAC Bylaws Draft](#)

11. Fiscal Year 2014-2015 Comprehensive Annual Financial Report [16-0063](#)  
**RECEIVE REPORT**

**Attachments:** [FY 2014-2015 General and Enterprise Fund Summary Results](#)  
[FY 2014-2015 Comprehensive Annual Financial Report \(CAFR\)](#)  
[Report on Internal Control \(Management Letter\)](#)  
[Audit Committee Letter](#)

12. Reorganization of the Human Resources Department, Restoration of Authorized Full-Time Support Positions, Upgrading the Senior Human Resources Analyst Position (Human Resources Director Zadroga-Haase). [16-0118](#)

**APPROVE**

**Attachments:** [HR Org Chart Old Version 2](#)  
[HR Org Chart New Version 2](#)

13. Site Assessment Findings for Fire Station No.2 (Public Works Director Olmos). [16-0098](#)

**REVIEW AND PROVIDE DIRECTION**

**Attachments:** [Site Assessment Report](#)  
[1400 Manhattan Beach Boulevard \(Current Site\)](#)  
[1560 Manhattan Beach Boulevard \(Creative Arts Center\)](#)  
[1600 Manhattan Beach Boulevard \(Manhattan Heights Center\)](#)  
[1340 11th Street \(Trinity Evangelical\)](#)

14. Presentation of Community Paramedicine and Status of Pilot Programs in Southern California (Fire Chief Espinosa). [16-0068](#)  
**REPORT**

**P. CITY COUNCIL REPORTS, OTHER COUNCIL BUSINESS, AND COMMITTEE AND TRAVEL REPORTS**

**Q. FORECAST AGENDA AND FUTURE DISCUSSION ITEMS**

15. Agenda Forecast (City Clerk Tamura). [16-0105](#)  
**DISCUSS AND PROVIDE DIRECTION**

**Attachments:** [Agenda Forecast 03-09-2016](#)

**R. INFORMATIONAL ITEMS**

*This section is for items that do not require City Council action.*

**S. CLOSED SESSION**

**T. ADJOURNMENT**

## U. FUTURE MEETINGS

### CITY COUNCIL MEETINGS

March 23, 2016 - Wednesday - 6:00 PM - Joint City Council and Planning Commissions Meeting (Downtown Specific Plan Project Update)

April 5, 2016 -- Tuesday -- 6:00 PM - City Council Meeting

April 12, 2016 - Tuesday - 6:00 PM - Joint City Council/Planning Commissions Meeting (Mansionization)

April 19, 2016 -- Tuesday -- 6:00 PM - City Council Meeting/Reorganization

May 3, 2016 -- Tuesday -- 6:00 PM - City Council Meeting

May 5, 2016 -- Thursday -- Time TBD - Budget Study Session #1

May 10, 2016 -- Tuesday -- Time TBD - Budget Study Session #2

May 12, 2016 -- Thursday -- Time TBD - Budget Study Session #3

May 17, 2016 -- Tuesday -- 6:00 PM - City Council Meeting

May 19, 2016 -- Thursday -- Time TBD - Budget Study Session #4

June 7, 2016 -- Tuesday -- 6:00 PM - City Council Meeting

June 21, 2016 -- Tuesday -- 6:00 PM - City Council Meeting

July 5, 2016 -- Tuesday -- 6:00 PM - City Council Meeting

July 19, 2016 -- Tuesday -- 6:00 PM - City Council Meeting

Aug. 2, 2016 -- Tuesday -- 6:00 PM - City Council Meeting

Aug. 16, 2016 -- Tuesday -- 6:00 PM - City Council Meeting

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

March 23, 2016 -- Wednesday -- 6:30 PM -- Planning Commission Meeting

March 24, 2016 -- Thursday -- 6:30 PM - Parking & Public Improvements Commission Meeting

March 28, 2016 -- Monday -- 6:30 PM -- Parks and Recreation Commission Meeting

April 11, 2016 -- Monday -- 6:30 PM -- Library Commission Meeting

April 12, 2016 -- Tuesday -- 6:00 PM -- Cultural Arts Commission Meeting

April 13, 2016 -- Wednesday -- 6:30 PM -- Planning Commission Meeting

April 25, 2016 -- Monday -- 6:30 PM -- Parks and Recreation Commission Meeting

April 27, 2016 -- Wednesday -- 6:30 PM -- Planning Commission Meeting

April 28, 2016 -- Thursday -- 6:30 PM - Parking & Public Improvements Commission Meeting

May 9, 2016 -- Monday -- 6:30 PM -- Library Commission Meeting

May 10, 2016 -- Tuesday -- 6:00 PM -- Cultural Arts Commission Meeting

May 11, 2016 -- Wednesday -- 6:30 PM -- Planning Commission Meeting

May 23, 2016 -- Monday -- 6:30 PM -- Parks and Recreation Commission Meeting

May 25, 2016 -- Wednesday -- 6:30 PM -- Planning Commission Meeting

May 26, 2016 -- Thursday -- 6:30 PM - Parking & Public Improvements Commission Meeting

June 16, 2016 -- Thursday -- 8:30 AM -- Finance Subcommittee Meeting

September 15, 2016 -- Thursday -- 8:30 AM -- Finance Subcommittee Meeting

December 8, 2016 -- Thursday -- 8:30 AM -- Finance Subcommittee Meeting

**V. CITY OFFICES CLOSED****CITY HOLIDAYS:**

*May 30, 2016 – Monday – Memorial Day*  
*Jul. 4, 2016 - Monday - Independence Day*  
*Sep. 5, 2016 - Monday - Labor Day*  
*Oct. 10, 2016 – Monday – Columbus Day*  
*Nov. 11, 2016 – Friday – Veterans Day*  
*Nov. 24-25, 2016 - Thursday & Friday - Thanksgiving Holiday*  
*Dec. 26, 2016 - Monday - Christmas Day*  
*Jan. 1, 2016 – Friday – New Years Day*  
*Jan. 18, 2016 – Monday – Martin Luther King Day*  
*Feb. 15, 2016 - Monday - Presidents Day*

**CITY OFFICES CLOSED ON THE FOLLOWING ALTERNATIVE FRIDAYS:**

*April 1, 2016 - Friday*  
*April 15, 2016 - Friday*  
*April 29, 2016 - Friday*  
*May 13, 2016 - Friday*  
*May 27, 2016 - Friday*  
*June 10, 2016 - Friday*  
*June 24, 2016 - Friday*  
*July 8, 2016 - Friday*  
*July 22, 2016 - Friday*  
*Aug. 5, 2016 - Friday*  
*Aug. 19, 2016 - Friday*  
*Sep. 2, 2016 - Friday*  
*Sep. 16, 2016 - Friday*  
*Sep. 30, 2016 - Friday*  
*Oct. 14, 2016 - Friday*  
*Oct. 28, 2016 - Friday*  
*Nov. 11, 2016 - Friday*  
*Nov. 23, 2016 - Friday*  
*Dec. 9, 2016 - Friday*  
*Dec. 23, 2016 - Friday*