

City of Manhattan Beach

1400 Highland Avenue
Manhattan Beach, CA 90266



Meeting Minutes - Draft

Tuesday, February 16, 2016

6:00 PM

Regular Meeting

City Council Chambers

City Council Regular Meeting

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

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

Matthew Cuevas, Management Analyst led the Pledge of Allegiance.

B. ROLL CALL

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

C. CEREMONIAL CALENDAR

Mayor Burton announced that he will be presenting nineteen awards for distinguished service before his mayoral term ends in April.

Mayor Burton presented an award to the first 4 recipients for their service to the Community; Councilmember Wayne Powell, Councilmember David Lesser, Councilmember Amy Howorth, and Mayor Pro Tem Tony D'Errico.

D. CERTIFICATION OF MEETING NOTICE AND AGENDA POSTING

City Clerk Liza Tamura confirmed that the meeting had been properly posted.

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

Mayor Burton noted that Agenda Item No. 11 was being moved to the March 1, 2016 Regular City Council meeting per City Manager Mark Danaj's request.

A motion was made by Councilmember Powell, seconded by Mayor Pro Tem D'Errico, to approve the agenda with the exception of Agenda Item No. 11 to be continued to the March 1, 2016 City Council Regular Meeting. The motion passed by the following vote:

Voice votes recorded by City Clerk Liza Tamura.

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

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

Melissa McCollum, Manager of the Manhattan Beach Library announced upcoming library events and dates regarding the Older Adult Programs available.

Adrienne Slaughter provided information on the March 5, 2016 event, 10th Annual Fundraiser for Children's with Cancer Cure research.

Councilmember Powell announced that the Manhattan Beach Ceramics Studio located in 1901 Valley Drive is having "Coffee and Clay" on February 18, 2016.

Mayor Burton announced that Mira Costa High School's Rugby team is playing on Saturday, February 20, 2016 at 11:00 AM in UCLA for the state championship.

G. CITY MANAGER REPORT

City Manager Mark Danaj reminded everyone of the new City Hall hours and the new schedule which will begin March 21, 2016, and dates and times are available on the City's website. Provided details on the City of Manhattan Beach earning grade of A from the Lung Association as part of their latest reports.

1. Presentation of the Police Department 2016-2018 Strategic Plan (Continued from February 2, 2016 City Council Meeting) (Police Chief Irvine).

[16-0050](#)

RECEIVE REPORT

City Manager Mark Danaj introduced the item and presented Chief of Police Eve Irvine.

Chief of Police Eve Irvine provided Power Point presentation.

There were no Council questions.

H. CITY ATTORNEY REPORT

City Attorney Quinn Barrow announced that the trial for April 6, 2016 is still set to commence and parties are working on trial documents.

I. 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)

Rusty Roten from SBWIB provided quarterly report.

Janet Murphy is opposed to the the hotel built on Parkview site.

John Shirley is opposed to historical preservation ordinance and item should include an opt-out measure.

Jane Guthrie a Manhattan Beach resident spoke in support of the historical preservation.

Robert Bush spoke on Police protection, Prop 13, and is opposed to the historical preservation.

Marcello Vavala spoke in support of the revised provision for the historical preservation.

Sharon Bush is opposed to the historical preservation, homeowners who wish to preserve their home can use the Mill's Act.

Kris Terrill spoke in support of the historical preservation with the new added language.

Patrick McBride spoke on the Public Works funds used during the December storm, letter received from Waste Management regarding trash being placed in the wrong containers, and City employees not overseeing the work done throughout the City.

Grant Smith real estate broker in early 70's is opposed to the historical preservation.

Denny Smith resident of El Porto is in support of the letter and opposed to the water desalination plan and have the plan given to the right company.

Viet Ngo spoke on Public Comments, is opposed to Agenda Item No. 8, and commented on Public Records Act.

Carol Kwan served the West Basin for over 20 years is surprised at the new letter that has been provided by Council. Available to provide any information that she can regarding West Basin.

Richard Nagel employee of West Basin is opposed and surprised at the letter to be sent to West Basin.

Bob Sievers a resident of El Porto spoke in support of the new letter to be sent to West Basin and requested a report regarding the neighborhood watch and cameras in El Porto.

Mayor Burton commented that all Police Department reports will be presented on the April 15, 2016 City Council Regular Meeting.

Hany Fangary, Mayor Pro Tem for the City of Hermosa Beach is not taking position for the West Basin item but thanked Council for the process that they have taken and is looking forward to working with the neighboring cities.

Joseph Ungoco spoke in support of the West Basin letter and wants City to notify and invite everyone to the informational presentations.

David Kissinger from Realtors Association spoke in support of the historical preservation. In support of the West Basin letter to be sent as it stands in tonight's agenda.

Melissa Kelly works for an environmental non-profit spoke in support of the letter for West Basin to be sent.

Steven Johnson from Heal the Bay spoke in support of the letter to be sent to West Basin.

Craig Cadwallader spoke in support of the letter sent to West Basin.

Jose Bacallao spoke in support of the letter sent to West Basin, company has been a leader and should continue to be a leader, but should look at alternatives.

Deney Nelson from Hermosa Beach spoke in support of the West Basin letter to be sent and appreciates the team work between cities.

Mark Newmann spoke in support of Agenda Item No. 7.

David White spoke in support of historical preservation.

Councilmember Howorth requested follow up from Public Works Director regarding the regulations for green waste and the responsibility of who pays for what when City contractors make an error and there are damages.

Mayor Pro Tem D'Errico requested information from City Attorney regarding the proposal for a new hotel in Parkview.

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

None.

K. CONSENT CALENDAR (APPROVE)

A motion was made by Councilmember Powell, seconded by Councilmember Howorth, to approve the Consent Calendar Item Nos. 2-4. The motion carried by the following vote:

Voice votes recorded by City Clerk Liza Tamura.

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

2. Financial Report: [16-0026](#)
a) Schedule of Demands: January 21, 2016
b) Investment Portfolio for the Month Ending December 31, 2015
c) Month End Report for December 31, 2015
(Finance Director Moe).

ACCEPT REPORT AND DEMANDS

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

3. Second Reading of Ordinance No. 16-0034 and Ordinance No. 16-0035 for Amendments to the Zoning Code, Chapter 10.86 and the Local Coastal Program, Chapter A.86, to Establish Provisions for Historic Preservation and Adoption of Resolution No. 16-0013 Transmitting the Local Coastal Program Amendments to the California Coastal Commission (Community Development Director Lundstedt). [ORD 16-0034](#)
ADOPT ORDINANCE NOS. 16-0034 AND 16-0035, AND RESOLUTION NO. 16-0013

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

4. City Council Minutes: [16-0082](#)
This Item Contains Minutes of the Following City Council Meetings Presented for Approval:
a) City Council Regular Meeting Minutes of February 2, 2016
CONTINUED TO MARCH 1, 2016 CITY COUNCIL REGULAR MEETING
b) City Council Adjourned Regular (Closed Session) Meeting Minutes of February 8, 2016
APPROVE
(City Clerk Tamura).

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

At 7:35 PM City Council recessed and reconvened at 7:45 PM.

L. PUBLIC HEARINGS (2 MINUTES PER PERSON)

- 5. Renewal of the North Manhattan Beach Business Improvement District and Approval of Assessments for Fiscal Year 2016-2017 (Finance Director Moe).

[RES 16-0003](#)

a) CONDUCT PUBLIC HEARING

b) ADOPT RESOLUTION NO. 16-0003

c) RATIFY 2016 BUSINESS IMPROVEMENT DISTRICT ADVISORY BOARD MEMBERS

City Clerk Liza Tamura introduced the item and Revenue Services Manager Steve Cherelian presented.

Mayor Burton opened the Public Hearing, seeing none, closed the Public Hearing.

A motion was made by Councilmember Powell, seconded by Mayor Pro Tem D'Errico, to approve the renewal of the North Manhattan Beach business improvement district and approval of assessments for Fiscal Year 2016-2017.

The motion was approved by the following vote:

Voice votes recorded by City Clerk Liza Tamura.

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

M. OLD BUSINESS

6. Letter Opposing Construction of a Water Desalination Plant by West Basin Municipal Water District (Community Development Director Lundstedt/Public Works Director Olmos).

[16-0040](#)

APPROVE

Management Analyst Matthew Cuevas introduced the item.

Community Development Director Marisa Lundstedt presented information.

Councilmember Powell thanked the West Basin Metropolitan Water District for their recycling program and stated that he has been on a number of tours. Commented on the number of things that can be done to water to recycle in different grades and commends them for their work. As a member of the LA County Beach Commission he saw the full presentation by the West Basin Municipal Water District regarding the desalination plant but it was more a marketing presentation than informative presentation. Spoke in support of the revised letter to West Basin because there are alternative options that are more environmentally sensitive and sustainable that West Basin is not considering. Without Reduce, Reuse, Recycle and Reclaim there is no basis for considering having a desalination plant.

Councilmember Howorth spoke about a meeting she had with West Basin members and met with people opposed to the desalination project and proposed a friendly amendment to have the letter addressed to the actual West Basin board.

Councilmember D'Errico appreciates all the work done by West Basin but is more concerned with the residents of the City and what a desalination plant will do to the environment.

Mayor Burton proposed a friendly amendment to have copies of the letter sent to the West Basin board, elected officials of the member cities, and the Metropolitan Water District Board and requested the City Manager to immediately retain the services of an EIR expert consultant in desalination plants and begin to prepare the City's opposition.

A motion was made by Councilmember Powell, seconded by Councilmember Howorth, to approve the letter opposing construction of a water desalination plant by West Basin Municipal Water District with two amendments (1) that the letter is addressed to the West Basin board and sent to elected officials of the member cities and the Metropolitan Water District Board, and (2) the City Manager should retain an EIR consultant. The motion carried by the following vote:

Voice votes recorded by City Clerk Liza Tamura.

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

7. Sepulveda Bridge Widening Project Update and Approval of Amendment No. 2 to HDR's Existing Agreement to Extend the Term and Provide Compensation of \$147,989 for Additional Work (Continued from February 2, 2016 City Council Meeting) (Public Works Director Olmos).

[CON 16-0004](#)

APPROVE AMENDMENT

City Clerk Liza Tamura introduced the item and Public Works Director Tony Olmos presented the PowerPoint.

Public Works Director Olmos and City Attorney Quinn Barrow responded to City Council questions.

Mayor Burton opposed due to the high price that has to be taken from the City's budget, Caltrans should be providing some funding due to their request for the Sepulveda modifications.

Mayor Pro Tem D'Errico opposed due to lack of considerations for this project.

A motion was made by Councilmember Howorth, seconded by Councilmember Lesser, to approve the Sepulveda bridge widening project update and approval of amendment no. 2 to HDR's existing agreement to extend the term and provide compensation of \$147,989 for additional work. The motion carried by the following vote:

Voice votes recorded by City Clerk Liza Tamura.

Aye: 3 - Lesser, Howorth and Powell

No: 2 - Burton and D'Errico

8. Approval of Plans and Specifications; Award Strand Stairs Rehabilitation Project to RSB Group, Inc. in the Amount of \$ 1,701,000 and Authorize the City Manager to Approve a Construction Contingency in the Amount Not-to-Exceed \$255,150 (Public Works Director Olmos).

[CON 16-0005](#)

APPROVE

City Clerk Liza Tamura introduced the item.

Public Works Director Tony Olmos provided the staff presentation and responded to City Council questions.

Council requested clarification as to when staff will return to present guidelines to the Council.

A motion was made by Councilmember Lesser, seconded by Councilmember Howorth, to approve the plans and specifications; award strand stairs rehabilitation project to RSB Group, Inc. in the amount of \$1,701,000 and authorize the City Manger to approve a construction contingency in the amount not-to exceed \$255,150. The motion carried by the following vote:

Voice votes recorded by City Clerk Liza Tamura.

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

N. NEW BUSINESS

9. Presentation of the City Service Request System and Mobile Application for Citizens to Request and Track Service Requests (Information Technology Director Taylor).

[16-0052](#)

RECEIVE REPORT

City Clerk Liza Tamura introduced the item.

Information Technology Director Sanford Taylor provided the PowerPoint presentation regarding the Click It & Fix It mobile application and responded to City Council questions.

Councilmember Howorth likes the application, public can pay for tickets on their phone.

Councilmember Lesser commented that the application provides greater capacity for residents to communicate and have services available for them.

Councilmember Powell suggested some improvements on the application.

Mayor Pro Tem D'Errico recommended a focus group of application users to get input.

Mayor Burton commented on the ease of have the public on the go and get things fixed throughout the City.

A motion was made by Councilmember Howorth, seconded by Councilmember Lesser, to receive the report. The motion carried by the following vote:

Voice votes recorded by City Clerk Liza Tamura.

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

10. Presentation of Public Records Requests Public Portal (City Clerk Tamura).

[16-0074](#)

RECEIVE REPORT

City Clerk Liza Tamura presented the item.

Management Analyst Matthew Cuevas provided the PowerPoint presentation and responded to City Council questions.

A motion was made by Councilmember Powell, seconded by Mayor Pro Tem D'Errico, to receive the report. The motion carried by the following vote:

Voice votes recorded by City Clerk Liza Tamura.

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

11. Fiscal Year 2015-2016 Mid-Year Budget Report; Results of Community Budget Priorities Workshops and FY 2016-2018 Budget Principles and Policies (Finance Director Moe). [16-0029](#)
RECEIVE REPORT; DISCUSS AND PROVIDE DIRECTION

Item was continued to the March 1, 2016 City Council Regular Meeting.

12. Presentation of the Proposed Fiscal Year 2016-2017 to Fiscal Year 2020-2021 Five- Year Capital Improvement Plan (Public Works Director Olmos). [16-0061](#)
RECEIVE REPORT

City Clerk Liza Tamura introduced the item and Public Works Director Tony Olmos provided the PowerPoint presentation.

Public Works Director Olmos and City Manager Mark Danaj responded to City Council questions.

By order of the chair, Mayor Burton received and accepted the report.

O. CITY COUNCIL REPORTS, OTHER COUNCIL BUSINESS, AND COMMITTEE AND TRAVEL REPORTS

Mayor Burton presented motion to have staff reach out to other like cities for wayfinding signage and report back to Council.

Council directed Public Works Director Tony Olmos to return throughout the process and ask City Council for direction.

Councilmember Powell reminded City Council and staff that there is a standing Resolution that specifies the banner locations and poles signs and stated that the City is not following that Resolution at all. The report was done by staff looking at other cities without a consultant. Finds it beneficial to look at other cities before the City moves forward with the next step in this project. After motion and votes, Councilmember Powell requested staff to contact Southern California Gas and get a report on any facilities in the area near Manhattan Beach where there are underground pressure gas storages to avoid the incident in Porter Ranch from happening in the City.

Mayor Burton added that he wanted staff to also find out about the Loop Project from Southern California Gas regarding a line going down Rosecrans underground through the Manhattan Beach residential area to service the desalination plant.

A motion was made by Mayor Burton, seconded by Councilmember Powell, to reconsider the approval of the amendment to the consulting agreement with Selbert Perkins Design for preparation of a master plan for a wayfinding signage program and defer the matter until staff provides more information from other cities about signage. The motion carried by the following vote:

Voice votes were recorded by City Clerk Liza Tamura.

Aye: 3 - Burton, D'Errico, and Powell

No: 2 - Lesser and Howorth

P. FORECAST AGENDA AND FUTURE DISCUSSION ITEMS

13. Agenda Forecast (City Clerk Tamura). [16-0076](#)
DISCUSS AND PROVIDE DIRECTION

Move Agenda Item No. 11 from the March 1, 2016 City Council meeting moved to be the first item under New Business.

Update the ceremonial on the March 15, 2016 City Council meeting to reflect Certificate of Recognition for Larry Kosmont.

Councilmember Powell requested to have Agenda Item No. 11 - Free Wi-Fi for the April 5, 2016 City Council meeting as the first item under New Business since the item has been on the Agenda Forecast for several months. Expressed concerns of why items are not placed in order based on when they are added to the Agenda Forecast.

Q. INFORMATIONAL ITEMS

Councilmember Powell regarding Agenda Item No. 2 the Art Commissioning Policy, it was requested several months back and staff has not reported back to Council.

City Manager Mark Danaj was going to check with staff regarding the report.

Mayor Burton informed that there were some complex legal issues and staff was working with the City Attorney Quinn Barrow.

14. Commission Minutes: [16-0075](#)
This Item Contains Minutes of the following City Commission Meetings:
Planning Commission Action Minutes of January 27, 2016 (Director Lundstedt).
INFORMATION ITEM ONLY

R. CLOSED SESSION

None.

S. ADJOURNMENT

At 10:15 PM Mayor Burton adjourned the meeting.

Martha Alvarez
Recording Secretary

Mark Burton
Mayor

ATTEST:

Liza Tamura
City Clerk

City of Manhattan Beach

1400 Highland Avenue
Manhattan Beach, CA 90266



Meeting Minutes - Draft

Tuesday, March 1, 2016

6:00 PM

Regular Meeting

City Council Chambers

City Council Regular Meeting

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

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A. PLEDGE TO THE FLAG

Ronald Clinton, Mira Costa High School led the Pledge of Allegiance.

B. ROLL CALL

Present: 4 - Mayor Burton, Mayor Pro Tem D'Errico, Councilmember Lesser and Councilmember Powell

Absent: 1 - Councilmember Howorth

C. CEREMONIAL CALENDAR

1. Presentation of the Distinguished Service Award to Jan Dennis, Russ Lesser and Charlotte Lesser for their Dedication and Contribution to the City of Manhattan Beach. [16-0097](#)

PRESENT

Mayor Burton, on behalf of the City Council, presented Distinguished Service awards to the following recipients : Jan Dennis, Russ Lesser and Charlotte Lesser for their service to the community.

2. Presentation of a Plaque Recognizing Pat Barrera for his 25 Years in Employment Law and his Contributions to the Community (Continued from the March 1, 2016 City Council Meeting). [16-0090](#)

PRESENT

This item was continued to the March 15, 2016 City Council meeting.

D. CERTIFICATION OF MEETING NOTICE AND AGENDA POSTING

City Clerk Liza Tamura confirmed that the meeting had been properly posted.

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

Mayor Burton requested that Agenda Item No. 12 be continued.

City Clerk Liza Tamura requested confirmation, for the minutes, to identify if Agenda Item No. 12 was continued to the March 15, 2016 City Council Meeting.

Mayor Burton confirmed.

A motion was made by Councilmember Powell, seconded by Mayor Pro Tem D'Errico, to approve the agenda with the exception of Agenda Item No. 12 and the minutes to be continued to the March 15, 2016 City Council meeting. The motion carried by the following vote:

Aye: 4 - Burton, D'Errico, Lesser and Powell

Absent: 1 - Howorth

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

Mayor Burton announced that the Mira Costa High School Band & Orchestra was hosting an online fundraiser through gofundme.com, Costa2Carnegie to collect money for their Carnegie Hall trip in May.

Melissa McCollum, Manager of the Manhattan Beach Library, announced upcoming library events and dates regarding some of their new programs; Haiku Hullabaloo and Musical Robot.

Councilmember Powell announced that the Lunafest Film Festival will be taking place on March 13, 2016 at 2:00 PM in the Redondo Beach Performing Arts Center showing short films about women. Also announced that the City is having an opening art reception by Martin Betz along with the Cultural Arts department for the City titled "Expressions" featuring a local artist, Virginia Vilchis, on March 6, 2016 from 2:00 PM - 5:00 PM.

G. CITY MANAGER REPORT

City Manager Mark Danaj introduced Andy Sywak the new Economic Vitality Manager for the City, provided an update on the Downtown Specific Plan that will be public on March 14, 2016 and two meetings taking place March 16 and March 24, 2016 from 6:00 PM - 8:00 PM at the Police/Fire Conference room in order to provide information to the public and receive feedback for the Planning Commission.

Mayor Burton inquired about the dates and times for the new 9/80 schedule and requested a presentation at a future City Council Meeting regarding the new Senior Newsletter.

H. CITY ATTORNEY REPORT

City Attorney Quinn Barrow announced that at a future City Council meeting there would be a report on the Kayter and Otobe litigation settlements.

I. MAYOR'S REPORT ON MEETING MANAGEMENT

Mayor Burton continued the report on Meeting Management to the March 15, 2016 City Council Meeting.

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)

Robert Bush spoke on Police, Proposition 13 and is opposed to the West Basin desalination project.

Patrick McBride spoke on a Daily Breeze article regarding Santa Monica telecommunications masterplan, in support of undergrounding, and a better system for fiber optics.

Bob Sievers, El Porto resident, is in support of undergrounding.

Abigail Harraw, 1736 Family Crisis Center, provided City Council with information on what the organization is doing and how it works with the City.

Jennifer Maher, 1736 Family Crisis Center, provided City Council with information on their service and her experience with the organization.

John Chaykowski is opposed to undergrounding, spoke on the new City Hall, and provided ideas regarding additional parking for the City.

Jackie May announced that members of the community are starting a new art group with their first meeting will take place on March 7, 2016 at 7:00 PM located across the street from Polliwog Park.

Mayor Burton requested for the City Manager and the City Attorney to keep City Council informed of any changes to Proposition 13.

Councilmember Powell spoke about the proposed desalination plant, stated that on March 2, 2016 the City of Hermosa Beach will be conducting a Special City Council Study Session and one of the subjects is if they want to take a position regarding the desalination plant, encouraged residents to submit letters, emails or attend the upcoming Hermosa Beach Special City Council Study Session if they wished to provide their opinion.

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

None.

L. CONSENT CALENDAR (APPROVE)

A motion was made by Councilmember Powell, seconded by Mayor Pro Tem D'Errico, to approve the Consent Calendar Item Nos. 3-5 with the exception of Agenda Item No. 6 to be continued to the March 15, 2016 City Council meeting. The motion carried by the following vote:

Aye: 4 - Burton, D'Errico, Lesser and Powell

Absent: 1 - Howorth

3. Approve Final Payment in the Amount of \$114,575.64 to PALP, Inc. [16-0066](#)
dba EXCEL Paving Company; Formally Accept the Downtown Crosswalk Replacement and Slurry Seal Project as Complete; Authorize the Filing of the Appropriate Notice of Completion and Release of Retention in the Amount of \$44,415.92 (Public Works Director Olmos).

APPROVE

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

4. Approve Task Order No. 2 with AndersonPenna Partners, Inc. in the Amount of \$173,925 for Construction Management and Inspection Services for the Strand Stairs Rehabilitation Project (Public Works Director Olmos). [16-0079](#)

APPROVE

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

5. Financial Report: [16-0027](#)
Schedule of Demands: February 4, 2016 (Finance Director Moe).

ACCEPT REPORT AND DEMANDS

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

6. City Council Minutes: [16-0091](#)
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 February 16, 2016 City Council Regular Meeting)

APPROVE

b) City Council Regular Meeting Minutes of February 16, 2016
(City Clerk Tamura).

APPROVE

This item has been continued to the March 15, 2016 City Council meeting.

M. PUBLIC HEARINGS (2 MINUTES PER PERSON)

None.

N. OLD BUSINESS

7. Consider Resolution No. 16-0015 for a Coastal Development Permit to Change the Use of a Portion of the Existing Comfort Station Changing Areas to Storage (Parks and Recreation Director Leyman).

[RES 16-0015](#)

ADOPT RESOLUTION NO. 16-0015

City Clerk Liza Tamura introduced the item and Mayor Burton requested to have the presentations for both Agenda Item No. 7 and Agenda Item No. 8 heard concurrently with City Council making a motion on each item separately.

Parks and Recreation Director Mark Leyman and Public Works Director Tony Olmos provided the staff presentations regarding the items and responded to City Council questions.

A motion was made by Mayor Burton, seconded by Councilmember Powell, to adopt Resolution No. 16-0015 for a coastal development permit to change the use of a portion of the existing comfort station changing areas to storage. The motion carried by the following vote:

Aye: 4 - Burton, D'Errico, Lesser and Powell

Absent: 1 - Howorth

8. Approve Plans and Specifications for the Pier Comfort Station Rehabilitation Project; Award Pier Comfort Station Rehabilitation Project to Monet Construction, Inc. in the Amount of \$519,853 and Authorize the City Manager to Approve Additional Work in an Amount Not-to-Exceed \$77,978 (Public Works Director Olmos).

[CON 16-0009](#)

APPROVE

The staff reports for both Agenda Item No. 7 and Agenda Item No. 8 were presented concurrently.

A motion was made by Mayor Burton, seconded by Councilmember Powell, to approve plans and specifications for the pier comfort station rehabilitation project; award pier comfort station rehabilitation project to Monet Construction, Inc. in the amount of \$519,853 and authorize the City Manager to approve additional work in an amount no-to-exceed \$77,978. The motion carried by the following vote:

Aye: 4 - Burton, D'Errico, Lesser and Powell

Absent: 1 - Howorth

9. Approve Plans and Specifications; Award Parking Structure Lot #2 Rehabilitation Project to Caltec Corporation in the Amount of \$630,000; and Authorize City Manager to Approve Additional Work in an Amount Not-to-Exceed \$94,500 (Public Works Director Olmos).

[CON 16-0008](#)

APPROVE

City Clerk Liza Tamura introduced the item.

Public Works Director Tony Olmos provided the staff presentation and responded to City Council questions.

Mayor Pro Tem D'Errico questioned spending money on partial construction if there will be further work done in the near future.

Councilmember Lesser spoke in support with the work that needs to be done now until there are further plans of the additional work that needs to be done.

Councilmember Powell spoke in support of the project but wants the public to know the details of parking closure and for the City to provide off site parking options.

A motion was made by Councilmember Powell, seconded by Councilmember Lesser, to approve plans and specifications, award Parking Structure Lot #2 Rehabilitation Project to Caltec Corporation in the amount of \$630,000; and authorize City Manager to approve additional work in an amount not-to-exceed \$94,500. The motion carried by the following vote:

Aye: 4 - Burton, D'Errico, Lesser and Powell

Absent: 1 - Howorth

10. Approve Continued Use of Previously Approved On-Call Professional Service Agreement for Construction Management and Inspection Services with Psomas (Public Works Director Olmos).

[16-0093](#)

APPROVE

City Clerk Liza Tamura introduced the item.

Public Works Director Tony Olmos presented information and answered City Council questions.

A motion was made by Councilmember Lesser, seconded by Councilmember Powell, to approve continued use of previously approved on-call professional service agreement for construction management and inspection services with Psomas. The motion carried by the following vote:

Aye: 4 - Burton, D'Errico, Lesser and Powell

Absent: 1 - Howorth

11. Fiscal Year 2015-2016 Mid-Year Budget Report; Results of Community Budget Priorities Workshops and FY 2016-2018 Budget Principles and Policies (Finance Director Moe).

[16-0029](#)

RECEIVE REPORT; DISCUSS AND PROVIDE DIRECTION

City Clerk Liza Tamura introduced the item.

Finance Director Bruce Moe and Consultant Cathy Standiford from Management Partners provided the PowerPoint presentation and responded to City Council questions.

Mayor Burton requested staff to contact Mr. Bartel for a presentation at one of the City Council meetings and suggested a ten year forecast as opposed to a two year forecast but to report back to City Council with options.

A motion was made by Councilmember Powell, seconded by Mayor Pro Tem D'Errico, to receive the report. The motion carried by the following vote:

Aye: 4 - Burton, D'Errico, Lesser and Powell

Absent: 1 - Howorth

O. NEW BUSINESS

12. Review Conceptual Roundhouse Aquarium Design (Continued from the March 1, 2016 City Council Meeting) (Public Works Director Olmos).

[16-0080](#)

REVIEW AND PROVIDE DIRECTION

Item was continued to the March 15, 2016 City Council meeting.

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

Councilmember Lesser attended a South Bay Cities Council of Governments annual general assembly regarding technology and governance. Councilmember Lesser along with Councilmember Powell attended the Southern California Edison Subcommittee and asked staff to have a future City Council meeting with SCE and discuss items that affect the residents of the City and for COuncil to provide direction after a complete discussion.

Councilmember Powell provided the AB1234 disclosure, attended the South Bay City Council Governments Annual General Assembly and said that there was a presentation/panel where the IT Director, Jory Wolf, from the City of Santa Monica, spoke on how easy it was for the City of Santa Monica to not only implement City Wi-Fi but also on buses and discussed the City of Santa Monica fiber optics.

Mayor Burton requested IT Director Sanford Taylor to reach out to the IT Director Jory Wolf from the City of Santa Monica regarding the items he presented at the South Bay City Council Annual General Assembly panel.

Councilmember Lesser requested an introductory discussion about broadband service along with the Wi-Fi agenda item scheduled for the April 5, 2016 City Council meeting.

Mayor Pro Tem D'Errico requested staff to include cell service in the City as part of the Wi-Fi agenda item scheduled for the April 5, 2016 City Council meeting.

Mayor Burton announced that he would be attending the Hermosa Beach meeting regarding desalination.

Q. FORECAST AGENDA AND FUTURE DISCUSSION ITEMS

13. Agenda Forecast (City Clerk Tamura). DISCUSS AND PROVIDE DIRECTION

[16-0092](#)

Mayor Burton requested to have Agenda Item No. 2 (regarding the Annual Financial Report) on the March 15, 2016 City Council agenda moved from the "Consent Calendar" to "New Business".

Councilmember Lesser requested to have Agenda Item No. 7 regarding the Economic Development Advisory Council on the March 15, 2016 City Council meeting to also include an overview of the Economic Vitality Manager and how this position will relate to the Economic Vitality Advisory Council.

Mayor Pro Tem D'Errico requested a summary report every six months of all the Public Works project that includes initial amount of the project approved by City Council, the final cost, how contingency is applied, and description of the expenditure.

R. INFORMATIONAL ITEMS

None.

S. CLOSED SESSION

None.

T. ADJOURNMENT

At 8:48 PM Mayor Burton adjourned the meeting.

Martha Alvarez
Recording Secretary

Mark Burton
Mayor

ATTEST:

Liza Tamura
City Clerk

City of Manhattan Beach

1400 Highland Avenue
Manhattan Beach, CA 90266



Meeting Minutes - Draft

Tuesday, February 2, 2016

6:00 PM

Regular Meeting

City Council Chambers

City Council Regular Meeting

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

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

George Caras, Manhattan Beach Middle School led the Pledge of Allegiance.

B. ROLL CALL

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

C. CEREMONIAL CALENDAR

- 1. Presentation of Certificates of Recognition to the U.S. Badminton Club for Qualifying at the Olympics. [16-0053](#)

PRESENT

Mayor Burton, on behalf of the City Council, presented certificates of recognition to the following U.S. Badminton Club for Qualifying at the Olympics:

*Olympians:
Howard Bach
Linda French
Tony Gunawan
Chris Jogis
Joy Kitzmiller
Ben Lee
Erika Von Heiland-Strader
Rena Wang*

*U.S. National Champions:
Liliane Zhou
Ann French-Gonsalves
Diane Hales
Stan Hales
Linda Safarik-Tong
Tariq Wawood*

The U.S. Badminton Club was unable to attend and receive their certificates.

D. CERTIFICATION OF MEETING NOTICE AND AGENDA POSTING

City Clerk Liza Tamura confirmed that the meeting had been properly posted.

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

Mayor Burton noted that Item No. 3 is being moved under Section M. Old Business and would be heard first for the February 16, 2016 City Council Regular Meeting.

Direction was given to City Manager Mark Danaj to post an informational memo regarding drones.

A motion was made by Councilmember Powell, seconded by Councilmember Lesser, to approve the agenda, as amended and waive full reading of ordinances. The motion carried by the following vote:

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

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

Melissa McCollum, Manager of the Manhattan Beach Library, announced upcoming library events and event dates and times are now available online and are printed for the public.

Councilmember Howorth announced that she will be providing a full report on the South Bay Council Governments and on Friday, February 22, 2016 there will be the 17th Annual General Assembly, "Governing in n Era of Disruptive Technologies".

Councilmember Powell announced free income tax advice and assistance for residents fifty-five and older by the AARP every Wednesday starting February 3, 2016 through April 13, 2016 from 9:00 AM to 2:30 PM at the Joslyn Center. He also announced that February is Red Cross National Heart Awareness month and the Manhattan Beach Community Response Team in connection with the Beach Cities Health District is providing free, to Manhattan Beach residents, a two-year certification upon completion of CPR, First Aid, and Defibrillator training on Saturday, February 20, 2016 from 8:00 AM to 3:00 PM.

G. CITY MANAGER REPORT

City Manager Mark Danaj announced Andrew Zywak as the new Economic Vitality Manager that will be starting February 22, 2016. Reminded everyone that the new City Hall hours will begin March 21, 2016. Provided an update on the windstorms and City respondents to calls. Lastly, reported on the Southern California Edison outages that has affected over 80,000 throughout the Los Angeles area.

H. CITY ATTORNEY REPORT

None.

I. 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)

The following individuals provided public comments:

Carol Perrin reported that she was late to the meeting because Fire trucks were parked behind her garage. Also spoke in support of the undergrounding wiring for safety of the community.

Steve Packwood wanted to make sure that the parking structure would be open to the public on the Friday's that City Hall is closed and information is provided to the public. In support of the feasibility study he wants to see the survey posted on the Beach Reporter. Requested an update in the Manhattan Beach Village mall.

Phil Reimert shared a story about Groundhogs day.

Viet Ngo spoke on a City consultant and alleged corruption.

Mayor Burton provided clarification and confirmation that the information provided for items discussed during Closed Session is in the appropriate and correct format.

Bill Victor spoke about undergrounding wiring, the police presence in the downtown area over the weekend, the public records act, and the possible City Hall reconstruction.

Robert Bush spoke against bringing Gelson's market to the City, and the duration of public comment.

Tami Zamrazil in support of Item No. 8, undergrounding wiring and how it will be beneficial for the community.

The following individuals provided public comments in favor of Agenda Item No. 3, Historical Preservation:

*Marcello Vavala
Maria Maril
Martha Andreani
Ivan Cameron
Jane Guthrie
Susanne Bailey
Jan Dennis*

The following individuals requested that owner consent be required for Agenda Item No. 3, Historical Preservation:

*John Shirley
Peggy Johnson
Janine Johnston
David Kissinger
Rachel Judson
TJ Judson
Bill Victor
Robert Faries
Mike Welsh*

*Kris Terrill
Morrine Robey
Edie Babbe
Robert Schumann
Dana Lupton
Jack Rubens
Major Avignon
Jack Cummings
David Babbe
Dave Salzmen
David White*

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

None.

K. CONSENT CALENDAR (APPROVE)

Councilmember Howorth clarified that she would make a motion to approve the Consent Calendar with the amendment proposed by Mayor Burton regarding Item No. 2 regarding the drones and the removal of Item No. 3 to be heard before Section M. Old Business.

A motion was made by Councilmember Howorth, seconded by Councilmember Powell, to approve the Consent Calendar Item Nos. 2, 4 and 5. The motion carried by the following vote:

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

2. Second Reading of Ordinance No. 16-0002 Regulating Unmanned Aircraft (Drones) (City Attorney Barrow). [ORD 16-0002](#)

ADOPT ORDINANCE NO. 16-0002

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

4. Financial Report: [16-0025](#)
Schedule of Demands: January 7, 2016 (Finance Director Moe).

ACCEPT REPORT AND DEMANDS

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

5. City Council Minutes: [16-0054](#)

This Item Contains Minutes of the Following City Council Meetings Presented for Approval:

- a.) City Council Adjourned Regular Meeting (Closed Session) Minutes of January 14, 2016
- b.) City Council Regular Meeting Minutes of January 19, 2016 (City Clerk Tamura).

APPROVE

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

At 7:32 PM City Council recessed and reconvened at 7:46 PM.

L. PUBLIC HEARINGS (2 MINUTES PER PERSON)

6. Conduct Public Hearing and Consider Adoption of Resolution No. 16-0011 for a Coastal Development Permit to Allow a Program for Recreational Beach Rentals and Permanent Conversion of Portions of Existing Comfort Station Changing Rooms and a Welcome/Information Center, and Authorize the City Manager to Enter into an Operating Agreement with Nikau Kai. (Continued from the January 19, 2016 City Council Meeting) (Community Development Director Lundstedt and Parks and Recreation Director Leyman).

RES 16-0011**ADOPT RESOLUTION**

City Clerk Liza Tamura introduced the item and Parks and Recreation Director Mark Leyman introduced Recreation Manager Jessica Vincent to provide the PowerPoint presentation.

City Attorney Quinn Barrow, Parks and Recreation Director Leyman, Recreation Manager Jessica Vincent responded to City Council questions.

Mayor Burton opened the Public Hearing.

The following individuals provided public comment in favor of Beach Rentals:

*Craig Cadwallader
Kelly Stroman
Jason Shanks*

The following individuals provided public comment opposing for Beach Rentals:

*Martha Andreani
Viet Ngo
Bob Valentine
Ginger Shearer
Suzanne Lerner
Tami Zamrazil
Jim Burton
Bill Victor
Carol Perin*

City Attorney Quinn Barrow confirmed that three eComments received opposing the project are part of the record.

Seeing no further requests to speak, Mayor Burton closed the Public Hearing.

Councilmember Powell spoke of policy, safety and aesthetics and does not support any beach rentals at the proposed locations.

Mayor Burton is in support to have the containers removed from the area.

Councilmember D'Errico opposed to businesses built by the pier, wants to protect the views of the resident of Manhattan Beach.

City Attorney Barrow clarified that there are three separate issues for City Council to consider.

A motion was made by Mayor Burton, seconded by Councilmember Powell, to approve the removal of storage containers from the South end of the South

Parking Lot area to an alternative place. The motion carried by the following vote:

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

Mayor Burton suggested that the area should be commercial free.

Councilmember Howorth opposed a "commercial free zone" because there is an existing business near the location and in the future there could be plans of having other similar businesses around the proposed area.

A motion was made by Mayor Burton, seconded by Councilmember Lesser, to have the proposed area by the pier be a commercial free zone. The motion carried by the following vote:

Aye: 4 - Burton, D'Errico, Lesser and Powell

Nay: 1 - Howorth

The City Council did not approve the recreational beach rentals at any of the proposed locations and did not authorize an operating agreement with Nikau Kai.

M. OLD BUSINESS

3. Second Reading of Ordinance No. 16-0034 and Ordinance No. 16-0035 for Amendments to the Zoning Code, Chapter 10.86 and the Local Coastal Program, Chapter A.86, to Establish Provisions for Historic Preservation and Adoption of Resolution No. 16-0013 Transmitting the Local Coastal Program Amendments to the California Coastal Commission (Community Development Director Lundstedt). [ORD 16-0034](#)
- ADOPT ORDINANCE NOS. 16-0034 AND 16-0035, AND RESOLUTION NO. 16-0013**

City Clerk Liza Tamura introduced the item.

Councilmember Powell proposed adding two amendments: 1- add back opt out program and 2- add a provision requiring owner consent in all applications for historic preservation.

Mayor Burton proposed a friendly amendment to have staff return and have a discussion regarding Ordinance Nos. 16-0034 and 16-0035.

City Attorney Quinn Barrow read the title of the ordinances.

A motion was made by Councilmember Powell, seconded by Councilmember Howorth, to introduce Ordinance No. 16-0034 and Ordinance No. 16-0035 for amendments to the zoning code, chapter 10.86 and the local coastal program, chapter A.86, to establish provisions for historic preservation with the following amendment, that all applications received for the historic recognition must require owner consent for participation in respect to both landmarks and districts. The motion carried by the following vote:

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

City Attorney Quinn Barrow announced that the ordinance would be placed on the February 16, 2016 meeting for second reading.

7. Approve Amendment to Consultant Agreement with Selbert Perkins Design for the Preparation of a Master Plan for the Comprehensive Community Identification and Wayfinding Signage Program in the Amount of \$ 44,000 (Public Works Director Olmos).

[CON 16-0002](#)

APPROVE & APPROPRIATE

City Clerk Liza Tamura introduced the item and Public Works Director Tony Olmos and Patrick Fredrickson from Selbert Perkins provided the PowerPoint Presentation.

Councilmember Powell added a friendly amendment and asked to have the letters on the Polliwog Park sign repainted.

Mayor Burton added a friendly amendment and requested fewer signs and to have more consistency.

A motion was made by Councilmember Lesser, seconded by Councilmember Howorth, to approve the amendment to consultant agreement with Selbert Perkins Design for the preparation of master plan for the comprehensive community identification and wayfinding signage program and appropriate the amount of \$44,000 with an amendment that there will be fewer signs and consistent throughout the City. The motion carried by the following vote:

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

City Council agreed that Agenda Item No. 9 continued to the February 16, 2016 Regular City Council Meeting and have the item presented first under Old Business.

N. NEW BUSINESS

8. Appropriate Funds in the Amount of \$69,400 for the Preparation of a Needs Assessment / Feasibility Study for the Potential Replacement of Fire Station No.2, Municipal Pool, and Parking Structure / City Hall and to Conduct a Community Survey to Gauge Support for Revenue Enhancements to Fund Capital Improvements (Public Works Director Olmos). [16-0049](#)

APPROVE; APPROPRIATE

Public Works Director Tony Olmos provided staff presentation.

Public Works Director Olmos answered City Council questions.

A motion was made by Mayor Burton, seconded by Councilmember Howorth, to approve and appropriate funds in the amount of \$69,400 for the preparation of a needs assessment/feasibility study for the potential replacement of Fire Station No. 2, municipal pool, and parking structure/City Hall and to conduct a community survey to gauge support for revenue enhancements to fund Capital improvements. The motion carried by the following vote:

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

9. Presentation of the Police Department 2016-2018 Strategic Plan (Continued from February 2, 2016 City Council Meeting) (Police Chief Irvine). [16-0050](#)

RECEIVE REPORT

Item has been continued to the February 16, 2016 City Council Regular Meeting.

10. Approve Plans and Specifications for the Sewer Main Rehabilitation Project and Award a Construction Contract to Miramontes Construction Company, Inc. in the Amount of \$1,280,000 (Public Works Director Olmos). [16-0033](#)

APPROVE

Public Works Director Tony Olmos provided the staff presentation and responded to Council questions.

A motion was made by Mayor Burton, seconded by Councilmember Powell, to approve plans and specifications for the sewer main rehabilitation project and award a construction contract to Miramontes Construction Company, Inc in the amount of \$1,280,000. The motion carried by the following vote:

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

11. Sepulveda Bridge Widening Project Update and Approval of Amendment No. 2 to HDR's Existing Agreement to Extend the Term and Provide Compensation of \$147,989 for Additional Work (Continued from February 2, 2016 City Council Meeting) (Public Works Director Olmos).

[CON 16-0004](#)

APPROVE AMENDMENT

Item has been continued to the February 16, 2016 City Council Regular Meeting.

O. CITY COUNCIL REPORTS, OTHER COUNCIL BUSINESS, AND COMMITTEE AND TRAVEL REPORTS

Councilmember Howorth attended the South Bay Cities Council of Government meeting and provided the energy savings at a glance for the quarter report. Also heard from California Resources Board and drafted language regarding proposals for Measure R funding.

Councilmember Powell and City Attorney Quinn Barrow attended the Independent Cities Association Conference and Councilmember Powell provided his AB 1234 report regarding the topics discussed at the Conference; Proposition 47 impacts, Pension Reform, CalPERS and PEPPRA, Legislative update, AB 109 update, Marijuana update, body cameras and Citywide surveillance cameras update, and a presentation about anti-terrorism.

Councilmember Lesser attended the Southern California Edison Subcommittee called the Edison Subcommittee where Councilmember Lesser, Councilmember Powell, and Public Works Director Tony Olmos met with Southern California Edison representatives and will be reporting back to City Council when more information has been provided from SCE regarding the outages, other reports, and date is provided. He further stated that the Library Subcommittee met with the City Manager and they are coming up with ideas on what the Library Commission can do and will report back to City Council.

Mayor Pro Tem D'Errico requested that the Boards and Commissions selection and appointing process should be part of a future agenda item regarding Boards and Commissions. Requested more than 3-5 minutes to meet with each candidate. Requested guidelines for each of the commissions in order to understand what their role is as commissioners and what the proper steps are when they are following City Council direction. Also, he requested staff to report back on what is being done about rental enforcement and the City's rental enforcement plan.

P. FORECAST AGENDA AND FUTURE DISCUSSION ITEMS

12. Agenda Forecast (City Clerk Tamura). [16-0055](#)
DISCUSS AND PROVIDE DIRECTION

Mayor Burton and the City Council reviewed the Agenda Forecast and Future Discussion Items with the following change:

Agenda Item No. 1 - Cultural Arts Commission to Discuss Downtown Streetscape Plan from the February 16, 2016 City Council Regular Meeting completely removed.

Agenda Item No. 2 - Strand Stairs Rehabilitation Project on the February 16, 2016 City Council Regular Meeting moved under Old Business.

Agenda Item No. 9 - Presentation on Citygate's Fire Department moved from the February 16, 2016 City Council Regular Meeting to the March 1, 2016 City Council Regular Meeting.

Q. INFORMATIONAL ITEMS

13. Commission Minutes: [16-0062](#)
This Item Contains Minutes of the following City Commission Meetings:

- a) Library Commission Meeting Action Minutes of November, 2015 (Parks and Recreation Director Leyman).

INFORMATION ITEM ONLY

R. CLOSED SESSION

No closed session took place.

S. ADJOURNMENT

At 10:25 PM Mayor Burton adjourned the meeting to February 8, 2016 at 3:00 PM to be held in the City Manager's Conference room.

Martha Alvarez
Recording Secretary

Mark Burton
Mayor

ATTEST:

Liza Tamura
City Clerk