



Agenda Item #: \_\_\_\_\_

# Staff Report

## City of Manhattan Beach

**TO:** Honorable Mayor Fahey and Members of the City Council

**THROUGH:** Geoff Dolan, City Manager

**FROM:** Sherilyn Lombos, Deputy City Manager

**DATE:** June 21, 2005

**SUBJECT:** Receive Input Regarding the Upcoming City Council Work Plan Session

---

**RECOMMENDATION:**

Staff recommends that the City Council accept input from the public regarding City services, projects and programs that should be pursued in the coming year.

**FISCAL IMPLICATION:**

There is no fiscal implication associated with staff's recommendation.

**BACKGROUND:**

Each year the City Council convenes a work plan session to discuss priorities and significant issues to be worked on in the coming year. The City Council is requesting input from the public prior to development of the upcoming work plan.

**DISCUSSION:**

The City Council will hold a work plan session on June 24 to develop their 2005-2006 work plan, which includes priorities and issues to be addressed in the coming year. The purpose of this item is to receive input from members of the community regarding services, projects and programs they believe should be considered. Attached is the list of unfunded capital improvement projects from this year's budget to be considered (see Attachment "B"); this list is being revised and expanded and will be discussed in detail at the work plan. In addition, each of the City's commissions was solicited for their input on possible work plan items; however, not all of the commissions had a meeting in time to provide their collective input. Attached are the comments received from individual commission members (see Attachment "C").

This item was advertised in the Beach Reporter on June 16 (see Attachment "D").

Attachments: A. City Council's 2004-2005 Updated Work Plan  
B. Capital Improvement Plan, 2005-10, Unfunded/Unprioritized Projects  
C. Board and Commission Member Input  
D. Beach Reporter Advertisement

# CITY COUNCIL'S 2004-2005 WORK PLAN

Developed at the  
City Council Work Plan Meeting – February 21, 2004  
Adopted - March 2, 2004

*Update Provided on June 21, 2005*

## **1. Implement General Plan Zoning Changes**

A number of specific zoning changes were identified in the General Plan process. Develop material and ordinances for the presentation to the Planning Commission and adoption by the City Council.

**Status:** Project complete. Zoning plan changes were approved by the Planning Commission in May 2004 and the City Council in July 2004.

## **2. Develop Issue Paper on Downtown Parking & Intensification of Use Issues**

Bring to Council a paper discussing the various issues to be addressed in a future downtown parking study. The paper will address the parking impacts of changing uses that create parking demand, i.e. retail to restaurant.

**Status:** Project complete. Staff continues to update the data base, which documents the intensification of uses downtown. This paper was presented to the City Council on March 1, 2005, at which time the City Council agreed to reconsider downtown parking in December 2006 after the Police & Fire Facility and Metlox projects are completed.

## **3. Historical Preservation Ordinance**

Bring to Council information on a historical preservation ordinance including zoning, legal, financial and preservation issues. City Council will discuss and provide further direction.

**Status:** A citizen committee has formed to address historical preservation issues. Staff has attended their meetings and will continue to monitor their efforts and provide assistance once they are ready to present their proposal to City Council.

## **4. Minor Exception Application to Encourage Remodels**

Consider using the minor exception application as a way to encourage home remodeling and small additions. This may reduce the practice of demolishing older homes and replacing them with new homes built to the maximum limits. Study possible alternatives and present to City Council; a way to address mansionization.

**Status:** Project complete. The study was presented to the Planning Commission and the City Council; the ordinance was adopted by the City Council on January 4, 2005.

**5. Lot Mergers**

Review current regulations pertaining to lot mergers including whether they are appropriate or if changes should be made to reduce mansionization.

**Status:** This issue was reviewed and discussed by the Planning Commission on four occasions and then tabled for further direction from Council.

**6. Bike Lanes**

As identified in the General Plan, consider the creation of bike lanes in the community, particularly from east to west. This does not contemplate a bike lane on Veterans' Parkway.

**Status:** Project complete. The City's Traffic Engineer and various staff members from other departments reviewed possible routes and presented the information to the Parking & Public Improvements Commission (PPIC) in October 2004. The PPIC's recommendation was reviewed by the City Council at its meeting of January 4, 2005; and approved on February 1, 2005.

**7. Metlox**

Monitor the construction of private improvements on the Metlox site. Coordinate the construction of the public plaza portion and all other public improvements.

**Status:** Construction of the private improvements and remaining public improvements are underway; completion is scheduled for fall 2005.

**8. Police & Fire Facility**

Return to Council with a bond issuance plan and issue debt. Stay within project budget and timeline. Continue extensive effort to keep the public informed.

**Status:** Council approved the financing documents at its October 19, 2004 meeting. The bonds (\$12 million net) were sold in late October, with a total interest cost of 4.68% for thirty years. The debt service will be \$760,000 per year, which is \$95,000 less than originally budgeted, freeing up CIP funds for other unfunded projects.

The budget is on track; Council established the contingency at 10% in August 2004. The Council approved a 51-day extension to the schedule in October 2004. Construction newsletters are being produced monthly; the project website is updated regularly and the project hotline is monitored daily.

Construction is progressing and is anticipated to be completed within budget. While there have been construction delays, it is still believed that the Police and Fire Departments will move in by year end 2005.

## **9. Strand Renovation Project**

The first community meeting is scheduled for March 9, 2004. Complete design and submit to Council for final approval. Review phasing and financing alternatives. Begin construction in fall 2004.

**Status:** Council approved the revised project on September 7, 2004; followed by Coastal Commission approval in October 2004. The construction contract was awarded on January 18, 2005, and a groundbreaking ceremony was held on March 3, 2005. Construction began at the north-end in April 2005 and will conclude at the south-end in September 2006.

## **10. Council/Commission Communication**

Schedule annual joint meetings with City Council and the various boards and commissions. Develop policy for formal communication between Commissions and Council. Also, at a future meeting discuss Council expectations of commissioners. Consider addition of information to the current commission handbook.

**Status:** Project complete. This issue was discussed by the Council on April 24, 2004; the Commissioner Handbook was modified to reflect the changes Council made; and the following joint Council/Commission meetings were held:

- Parks & Recreation – February 11
- Planning Commission - April 13
- Cultural Arts Commission - June 8
- Parking & Public Improvements Commission - September 14
- Library Commission – November 9

## **11. Commissions – Fundraising for Projects**

Schedule a City Council discussion on project fundraising by City Commissions. Issues to address include how a project is approved for fundraising and the appropriate way to recognize donors.

**Status:** Project complete. This issue was discussed by the Council on April 24, 2004; Council's direction was to handle fundraising for projects and recognition for donors on a case-by-case basis.

## **12. Dog Issues**

Work with a group of residents to address issues relating to dogs in the community. Implement appropriate administrative changes. Policy issues to be considered by the Parks and Recreation Commission and the City Council.

**Status:** The Dog Issues Committee made a presentation before the Parks & Recreation Commission on October 25, 2004. The City Council, at its meeting of November 16, 2004, approved on leash pass throughs for Live

Oak, Sand Dune (grass area and south steps) and Culiacan Parks; and an off leash area just beyond the outfield fence at Dorsey Field. A three-month status report was presented to the City Council on May 17, 2005. The response to the off-leash dog park has been overwhelmingly positive and there have been no complaints to date. A final report will be provided to Council in August.

**13. Develop Informational Brochure on Community Development Appeal Processes**

Develop a brochure for Community Development customers, explaining options to pursue should they not be satisfied with a decision. This would apply to administrative, Planning Commission or City Council decisions.

**Status:** Project complete. A draft was presented to City Council on September 9, 2004, which was approved with minor changes. The brochure is now available at City Hall.

**14. Sidewalk Dining Program**

Review existing Sidewalk Dining program including whether it should be modified, extended or eliminated.

**Status:** Project complete. City Council reviewed the program on May 18, 2004 and approved continuation of the program with no changes.

**15. Utility Undergrounding**

The results of the election for the first three districts will be known on March 16, 2004. With passage we will move forward with financing and construction. Meanwhile, proceed to the next districts.

**Status:** Districts 1, 3, & 5  
Voters approved districts 1, 3, & 5 on March 16, 2004; the bonds were issued in August with a total interest cost of 4.92%. Delays by SCE and Verizon resulted in a 3-month delay. Construction began April 15, 2005 with completion of underground work projected for the first quarter of 2006. Property owner conversions are scheduled for January-July 2006 and pole removal by October 2006.

Next Districts slated – 2, 4, 6 & Sepulveda

Design is complete. Property owner meetings are scheduled for August 2005, and a Proposition 218 election is scheduled for November 2005. If all goes well, bonds can be sold by end of February 2006 with construction starting in March or April 2006.

Edison filed a request for a private letter ruling on the taxability of the improvements. A response from the IRS was received in April with a ruling that the improvements are not taxable. Refunds have been processed for those property owners who had prepaid the tax portion of the assessment.

## **16. Sepulveda Improvements**

Present the original Sepulveda Corridor Improvement Project and its various phases for review. Provide a status report on the Sepulveda Utility Undergrounding Project.

**Status:** Project complete. A status report was presented to the City Council in February 2005. No action was taken to pursue Phase II Improvements (crosswalk treatments, pole bases, and corner treatments).

## **17. Cell Site Policy**

Develop process and procedures to handle cell site applications and incorporate into a telecommunications ordinance.

**Status:** Project complete. A new ordinance was discussed by the Planning Commission on three occasions and was adopted by the City Council in June 2005.

## **18. Downtown Valet Parking Program**

Schedule a presentation by the Downtown Business & Professional Association on the existing Valet Parking Program. Consider issues such as its necessity, effectiveness, and operations.

**Status:** Project complete. This item was presented to the Council on April 20, 2004. Changes made to the program include elimination of all daytime valet parking and extension of the months of operation to year around for station "B" located at 11<sup>th</sup> and Manhattan Avenue (in front of Fonz's restaurant). A new contract between the valet company, the Downtown Business Association and the City was executed.

## **19. Public Education on Downtown Parking Alternatives**

Work with the Downtown Business & Professional Association to develop ways to promote all of the downtown parking alternatives to our residents, businesses and visitors.

**Status:** Project complete. This issue was discussed by the Council on April 24, 2004; Council's direction was to continue the efforts that are in place to promote parking in the downtown.

## **20. Pedestrian Safety**

As a way to enhance pedestrian safety bring alternative new technology to Council to consider installing on a trial basis, i.e. flashing crosswalk pavement lights.

**Status:** Project complete. Community Development and the Police Department evaluated the feasibility of using flashing pavement warning lights in crosswalks downtown; the Parking & Public Improvements Commission

recommended against installing the pavement lights in Manhattan Beach. At the Council meeting of September 21, 2004, the City Council decided not to implement a trial project or to include this as an option in our “toolbox” at this point. Staff will continue to evaluate alternative crosswalk enhancements as suggested by the PPIC.

The Police Department continues to utilize traffic message boards to educate and inform residents. In addition, crosswalk pedestrian “stings” continue to be conducted in the downtown area as well as at other crosswalks in the community.

## **21. Neighborhood Traffic Enforcement**

Continue aggressive neighborhood traffic enforcement. Enhance promotion of the Area Traffic Officer program.

**Status:** The Traffic Bureau continues to respond to community requests for selective enforcement in specific areas of the City where the need has been identified. The Police Department’s enforcement and education efforts with back-to-school traffic and safety issues were successful. A new promotional campaign for the Area Traffic Officer Program has been implemented. Additionally, a new motor officer has been assigned to the Traffic Division.

## **22. Citizen Involvement in Public Safety & Hometown Security**

Continue to emphasize and grow programs that promote citizen involvement in public safety. Examples of programs include the Community Police Academy, CERT program, and the Citizens’ Medical Corps. Consider expanding the Community Police Academy to include teens.

**Status:** The Fire Department continues to work with the Beach Cities Health District and the cities of Redondo Beach and Hermosa Beach in the development of the Citizens’ Medical Corps. A small number of medical volunteers are signed up at this time; this group will be used to develop and test the program. Four CERT classes were held in FY 2004-05. Additional classes are scheduled for fall and winter.

The 4<sup>th</sup> Community Police Academy class graduated in December 2004; the 16-member class included two teenagers from Mira Costa High School. Classes were facilitated by a new rotation of police officers, which provided valuable experience for the officers and gave them the opportunity to become better acquainted with members of the community. The curriculum was modified to include information and education on hometown security. The 5<sup>th</sup> Community Police Academy class is scheduled for September 2005.

The Police Department received a grant from the federal government for Personal Protective Equipment (PPE), which will be utilized in the event

of an emergency response to a chemical or biological weapons threat. Officers will be required to undergo 16 hours of training in order to utilize the specialty equipment; training began in May 2005. The Fire Department also received grant funds for the purchase of special respiratory devices for chemical and biological emergencies.

The Police and Fire Chiefs made presentations on hometown security to the Manhattan Beach Coordinating Council and to a special Chamber of Commerce seminar in April 2005.

**23. Pursue Distribution of Information through Schools**

Discuss at a City/School Ad Hoc meeting the distribution of City information through the schools.

**Status:** There is no information to report at this time.

**24. Elimination of Elected Treasurer Position**

Provide information to Council for possible placement of this issue on the November 2004 ballot including history of the position, survey of other cities, financial and staffing implications. City Council will discuss and provide direction.

**Status:** Project complete. This issue was discussed by the Council on June 15, 2004; Council decided against placing the issue on a ballot.

**25. Repeal of Term Limits**

Consider placing the repeal of local official term limits on the November 2004 ballot. Research the issue and bring information to the City Council for consideration.

**Status:** Project complete. This issue was discussed by the Council on June 15, 2004; Council tentatively decided that this issue should be placed on the March 2005 ballot. The necessary ordinances and resolutions were presented to the Council and adopted on October 5, 2004. Titled "Measure 2005-A," the repeal of terms limits, was on the March 8, 2005 ballot and did not pass.

**26. League of California Cities – Ballot Initiative**

The League of California Cities is submitting a ballot initiative for the November 2004 election that would preserve local revenue sources and preclude the state from taking those without voter approval. City Council will look for ways to support the initiative.

**Status:** Project complete. Council diligently worked to gather signatures for the ballot measure; sufficient signatures were gathered to place the measure on the November 2004 ballot. A resolution in support was passed in



February 2004; a resolution in support of Proposition 1A was presented to the Council on October 5, 2004. The initiative was overwhelmingly approved by the voters on November 2, 2004.

**27. Council Regional Youth Recognition Program**

City Council will initiate an effort to design a recognition program for youth in our region.

**Status:** Project complete. Two students were presented awards on December 21, 2004.

**28. Business License Tax Review**

Work with the Chamber of Commerce and existing businesses to review our current Business License Tax. Consider appropriate changes and submit to Council for consideration.

**Status:** Project complete. This item was presented for Council discussion and direction at the December 7, 2004 Council meeting. After reviewing the current methodology and statistics from neighboring cities, Council determined that no action is necessary at this time.

**29. Lighting & Landscaping District**

Update lighting and landscaping city-wide district information. Consider adding other services. Review financial implications. Consider late 2005 district election.

**Status:** Questions were included in the Resident Satisfaction Survey conducted in late fall 2004; the survey indicated some resident interest in shifting responsibility from the property owner to the City. An issue paper will be presented to the City Council after the election in 2005. The City Council will discuss this issue at their Work Plan meeting scheduled for June 2005.

**30. Monitor Important Regional Projects**

Keep City Council apprised of important regional projects such as the Los Angeles Air Force Base, El Segundo Power Plant, Honeywell Project, and the Coastal Corridor project. Recommend actions to be taken in the interest of the citizens of Manhattan Beach.

**Status:** L.A. Air Force Base – We are continuing to monitor this situation; Council approved \$20,000 in February 2004 to support the effort. Council approved an additional \$20,000 on December 21, 2004. The L.A. Air Force Base was not included in the BRAC closure list issued earlier this year.

LAX expansion – The Council adopted a resolution in opposition in

October 2004. The master plan EIR/EIS was approved by the Los Angeles City Council in November 2004.

Area code split – We continue to monitor this situation; a letter was sent in September 2004 regarding the City’s opposition to a split in the 310 area code.

Plaza El Segundo Project – The City negotiated with the developer for additional traffic improvements along Rosecrans Avenue and Marine Avenue at Sepulveda Boulevard. Those improvements will be complete prior to the Plaza El Segundo project completion.

El Segundo Power Plant – The California Energy Commission approved the redevelopment project on December 23, 2004, which included several noise mitigation measures that were promoted by the City.

### **31. Adelphia Cable Issues**

Continue to pursue improved broadcast quality of public meetings, i.e. City Council and Planning Commission. Follow-up with Adelphia on the required customer survey.

**Status:** Numerous letters and requests have been made of Adelphia for the required survey to no avail; Council decided to not pursue a franchise audit due to the current bankruptcy proceedings. Council awarded a contract in December 2004 for the replacement and upgrade of critical audio/visual equipment in the Council Chambers, which was completed in February 2005. Time Warner has purchased Adelphia so the franchise transfer process will begin shortly. In addition, Verizon is beginning the process for providing cable service via fiber. The City will be negotiating a cable franchise with them.

### **32. Newsstand Regulations**

Review newsstand regulations and existing program to convert all newsstands to a common style.

**Status:** Project complete. All new rack locations have been converted to standard news racks. Some publications have not yet placed their new racks but the City-provided bases have all been installed.

### **33. 9-11 Memorial**

Complete process of selecting an artist and designing the 9-11 Memorial. Installation will occur in conjunction with the completion of the Police & Fire Facility. Initiate an effort to raise funds from the community to offset project costs.

**Status:** Entries from 19 artists were received in response to the Request for Proposal. A panel of judges selected four finalists that developed three-dimensional maquettes.

On January 11, 2005, the Cultural Arts Commission and Citizens' Committee reviewed and prioritized the top four presentations. The City Council approved the project proposed from the "Terra Firma" group and the memorial will be installed after completion of the Police & Fire Facility.

#### **34. Outdoor Sculpture Garden**

After the 9-11 Memorial project, the next priority public art project is the Outdoor Sculpture Garden.

**Status:** The City Council & Cultural Arts Commission determined that creating guidelines for the Strand/Bench Alcove Donation program and a sample alcove would take priority over the Outdoor Sculpture Garden program.

#### **35. City Website**

Conduct a study of the efficiency and effectiveness of the City's website. Identify ways to expand its use with residents and collect e-mail addresses to augment our e-mail distribution list. Consider web casting City Council meetings.

**Status:** This item was presented at the September 21, 2004 City Council meeting. The Council appreciated the update and was generally impressed with our website. Staff made a number of suggestions to enhance the site that will be considered in next year's budget. Council felt the highest priority was video streaming of Council meetings, which will be implemented during the first quarter of 2005.

The City's 2004 Satisfaction Survey indicated that residents are increasingly looking to the City's website as a source of information. In 2004, nearly 20% of residents surveyed said they use this medium, which is up from 8.4% in 2002.

The 2005-2006 budget includes \$275,000 for enhancements to the City's website, which were discussed in September 2004. These include on-line customer service solutions, archiving of streaming video of Council and Planning Commission meetings, and e-mail notification lists by subject interest to name a few.

#### **36. Bulk Volume**

Review existing ordinances to consider additional methods to reduce bulk and volume.

**Status:** Project complete. On September 7, 2004 the City Council adopted an ordinance increasing second story open space from 6% to 8%.

## City of Manhattan Beach, Capital Improvement Plan 2005-10

<b>UNFUNDED / UNPRIORITIZED PROJECTS</b>	<b>TOTAL COST</b>	<b>RUNNING TOTAL</b>
Begg Basketball Court Renovations	\$ 340,000	\$ 340,000
Begg Pool Refurbishment	175,000	515,000
Begg Pool Renovation	4,500,000	5,015,000
City Council Chambers Theater Renovations	31,500	5,046,500
City Hall Fire Alarm	98,000	5,144,500
Creative Arts Center Sound Baffling	22,000	5,166,500
Downtown Streetscape Improvements	1,700,000	6,866,500
Joslyn Community Center Improvements	2,700,000	9,566,500
Joslyn Community Center Office Conversion	69,000	9,635,500
Live Oak Park Basketball Courts	163,000	9,798,500
Live Oak Park Hall Reconstruction	2,500,000	12,298,500
Live Oak Park Retaining Wall	59,000	12,357,500
Manhattan Heights Community Center Improvements	2,200,000	14,557,500
Manhattan Heights Science Room Renovation	33,000	14,590,500
Manhattan Heights Tot Lot	151,000	14,741,500
Manhattan Village Tot Lot	120,000	14,861,500
Marine Avenue Park Tot Lot	147,000	15,008,500
Outdoor Basketball Court Lights (School facilities)	333,000	15,341,500
Park Fence Replacements (Manhattan Heights and Live Oak South)	219,000	15,560,500
Polliwog Park Improvements - Unfunded Portion	3,300,000	18,860,500
Polliwog Park East Tot Lot	175,000	19,035,500
Polliwog Park Exercise Matting	40,000	19,075,500
Protective Netting for Manhattan Heights Baseball Field	51,000	19,126,500
Rubber Matting for Mariposa Park	41,000	19,167,500
Scout House Renovations	520,000	19,687,500
Sepulveda Street Tree Program	1,200,000	20,887,500
Skateboard Park	450,000	21,337,500
Valley/21st Street Storm Drain Modifications	53,000	21,390,500
<b>TOTAL</b>	<b>\$ 21,390,500</b>	

-----Original Message-----

**From:** Gary Osterhout [mailto:gosterhout@adelphia.net]

**Sent:** Thursday, June 09, 2005 9:27 PM

**To:** 'Joyce Fahey'; 'Mitch Ward'; 'Nick Tell'; 'Richard Montgomery'

**Cc:** jaldinger@citymb.info; gdolan@citymb.info; tlligen@citymb.info

**Subject:** Suggestions for City Workplan 2005/2006

Honorable Councilmembers: My best wishes for a successful workplan meeting. Please consider some of my suggestions below (same information attached).

BTW, I endorse the concept of going forward with a tax initiative. However, to the extent it could be seen more as generated from residents than the council/city, I believe it would stand a better chance of passage. Do you think we could raise sufficient signatures for residents to request it be placed on the ballot? I do.

Regards, Gary Osterhout

---

**Manhattan Beach City Council**  
**Suggestions for City Council 2005/2006 Workplan**  
**Gary Osterhout**

**I respectfully suggest:**

**Priorities for 2005-2006**

1. **Financially assist the school district.** I believe this would be best accomplished by purchasing school district land but, bottom line, things have never been so dreary for our city's children. In addition to funding, determine what the city might do to influence legislation to assist with the "unfunded mandates" of the federal IDEA and NCLB statutes. [new item this year.]
2. **Master-Plan General CIPs.** I am encouraged by the council's commitment to reviewing our general CIP needs, but I see us at very crucial point in our city's history regarding available land. My list includes a new (or better) pool and related facilities, a gymnasium, lighted basketball courts for MBYB, a skateboard park and another soccer field. A new pool would be accommodated by purchasing the MBB/Peck school maintenance yard for parking. The skateboard park has already been scoped out for Marine Avenue Park (which should be developed to be the new youth center). The gymnasium could be built either at the current Heights facility or at the old MBI site. Basketball courts could be established either at the Ladera playground or by Begg Field. The Ladera field should be equipped with artificial turf and opened up as a soccer field. In addition to the foregoing, plan for the inevitable loss of the Armory. [modified from last year.]
3. **Develop an "instant runoff" council election process.** This process allows voters to rank order their preferences so to enable winners to receive at least 50% support on the same election night. Don't get bogged down in the mechanics, this

can be explained. The point is that in our last election no winner received even 40% support of those voting. Or, put harshly, 60% of the people voting theoretically did not want that person. This immediately identifies three problems: (i) a majority of the voters are disenfranchised or have no buy-in support to leadership, and (ii) it conceptually makes it easy for a minority of the city to dominate the council, and (iii) it encourages factions to run dilatory candidates to siphon off votes from the competition. None of this makes for a healthy town. [modified from last year.]

### **“Better Government” Provisions**

1. Consider as unacceptable the low voter turnout for a city council election from an electorate as educated and engaged as ours, in a city so geographically small. [Carryover from last year.]

- Explore developing even more city commissions and task forces so that people begin to feel a part of the city.
- Recognize that the residents are busy people with many other demands on their time, so need some additional assistance in understanding the ways of city government and who are the players in it. Make the budget process more accessible.
- Note the incredible increase in new people to our community over the last decade as represented in the last census.

2. Consider methods of encouraging participation at council meetings. [Carryover from last year.]

- Allow priority speaking time (maybe a minute more) to those that register in advance. Perhaps require with this a sketch of what the person’s remarks will be. Limit the overall time for each speaker based on how many will be speaking.
- Provide the Beach Reporter the actual agenda of the meeting. More often than not all the Beach Reporter reflects in their little agenda column are items on the Consent Calendar. The current system is worse than not providing any information at all, as it suggests there is nothing on the agenda worthy of interest.
- Post the agenda earlier than the Friday prior to the council meeting. Certainly it could be marked “Tentative” if in good faith. The staff reports do not need to be attached at that point if not finished, but I know that the City Manager generally requires staff reports two weeks prior to the meeting.
- Develop, update and publish a tentative long-term calendar to post when certain items will be discussed.
- Have the presiding officer summarize the issues, and the potential solutions identified so far, and the basis on what a decision will be made.
- In staff reports, encourage the full development of alternative positions and issues directly in reports, and promote objective analysis. Clearly identify when a particular position is opinion of staff. Minimize self-congratulatory puffing in most staff presentations.

- Allow opportunities for some podium interaction with the speaker when the councilmember disagrees or does not understand the speaker.
- Develop a protocol where all e-mails (within reason) receive some return acknowledgement from each councilmember, if only a “thank you for your comment.”
- When holding Special Meetings, like Town Hall meetings, advertise in advance how the meeting process will work. Allow for more of an interchange dialog between Council and residents. Provide notice far in advance of the meeting, and engage the local media in explaining the opportunity. Do proactive outreach to our various service/interest/neighborhood groups to get people to attend.
- Decide and consistently use a more representative list of cities we are benchmarked against when we ask for performance comparisons. Our comparables should be to other prosperous beach cities such as Monterey or Laguna Beach. Or towns like Newport, Corona del Mar, Pacific Grove and Atherton. Too often we operate like we are the only city with the situation at hand, while actually many cities have already dealt with the problem. We are the 30<sup>th</sup> most prosperous city in the country; 17<sup>th</sup> in California. We aren’t South Gate.
- Do not be so concerned about creating “unfilled expectations” in the citizenry, especially when this prevents necessary discussion of future goals and possibilities. Instead, rely on your leadership skills to develop “managed expectations.”

**Tourism.** I believe it is time for the Council to begin taking a hard look at managed tourism. I read recently an author’s comment that by 2040, 70% of our GNP will be associated with tourism. Let’s not start too late. Make our town a family and/or retirement age destination, with the appropriate recreational amenities. Feature us as a great jumping off point to Universal, the Getty Center, the Disney Center, the L.A. Art Museum, the La Brea Tar Pits, Disneyland, Legoland, and the Beach. [Carryover from last year.]

- Explore ways to provide handicap access to the ocean, including investment in a large wheel transport.

**Housing.** The requirement for additional, inclusionary, inclusionary housing gets stronger every year. [carryover from last year.]

- I urge the city to consider reviewing lot mergers in relation to our obligation to the state to provide additional housing. Right now, as we merge lots we conceptually add to the number of additional housing units we are obligated to add (and this applies to regular as well as affordable housing obligations).
- I also urge the city to consider how we would respond to an actually enforced requirement for more housing, and more low-cost housing at that. While I endorse the concept of increased, affordable housing, such programs as currently structured are inappropriate for a city situated similarly to Manhattan Beach. I urge appropriate lobbying at the state level to proactively address fulfilling this need on a more regional basis.

**Use of “Mayor,” “Former Mayor,” and “Mayor Pro Tem” in Election**

**Endorsements.** [Carryover from last year.] Develop a protocol to limit the honorific use of “mayor,” etc. to City events only, and specifically to deny use of the honorific in campaign endorsements. It is silly that someone gets to endorse another candidate in their capacity as “mayor” merely because the election lands on that person’s term. In the last U.S. House race, the endorser was listed as “mayor” for the general election, even though the person had since turned over the gavel after making the endorsement during the primary. If voters know the title is meaningless, then there is no reason to use it. If the voter doesn’t know the title is meaningless, then its use is to intentionally confuse the voter. For shame.



## **General Fund Budget Revisions.**

**Make Process User-Friendly (Budget).** Outside the City Manager’s Budget Message and the Fund Balances statement, our budget reports are pretty much informationally useless to the community. It is a shame that no resident takes advantage of the pre-budget meetings. Unfortunately, staff seems to think this is not their problem. Even having been involved directly now over five budget cycles, I still do not find it easy to locate information I would expect would be of interest to most residents. [carryover from last year.]

Suggestions:

- Identify more line item expenditures events such as Old Hometown Fair, Concerts in the Park, and the Arts Festival that people can relate to.
- Review the Bi-annual Resident Survey and think back to council candidate campaign comments and place budget numbers next to the areas people identify as important. How much do we spend on seniors? How much, and where, do we spend in cooperative ventures with the schools? How much, and by what categories do we spend to protect against undesirable water pollutants.
- Capture foregone income in the budget. For instance, if we “forgive” billing for police protection for special events, show the amount of the offset as a funded community contribution. Same with the December forgiveness of downtown parking (or for the Arts Festival), categorized as support for downtown business. Same with the free rent given the Chamber of Commerce.
- As Janice Hahn recently wrote into the Daily Breeze (6/9): “allow residents to weigh in on budget priorities well before the budget is even drafted. This ensures that the people’s money is spent according to the people’s wishes.”
- Have a councilmember in attendance at the public budget review.

**Restructure the Evaluation Process (Budget).** Similar to my earlier comments of having the general fund budget reflect the primary concerns of the residents, do a “ground-up” budget process, starting with the essentials (Police/Fire) and first make sure that group is getting optimum funding, then work up to the discretionary (Park and Rec). Don’t pretend any budget cuts will cut deeply into police/fire, because we know that just won’t happen.

**Separate General Fund from Legally Mandated Funds (Budget).** More comprehensively separate the General Fund, including all funds created solely by council mandate and that are not legally restricted from the rest of the budget, such as water, sewer and roads. That is, first review the enterprise funds, then the general fund, making sure everyone understands the difference.

**Better CIP Budgeting.** [carryover from last year.]

- Define the general Capital Improvement Project fund with more clarity (including a better name for the fund), and be more specific about the five-year CIP

projections. More specifically identify the sources of the monies coming into the fund in the current year, and structure a comprehensive, retroactive identification of how the sources of beginning balances. Provide more separation between CIP projects that are funded from the General Fund or General Fund-type revenues, and those funded from legally restricted sources.

- Review the unfunded capital improvement projects list. Update it for needed projects that are not yet identified, refine or update the costs of the identified projects, and develop a better presentation for those projects that overlap others. Otherwise, consider totally declassifying this list from the budget.
- Develop a coherent, comprehensive building and facility replacement funding program (besides infrastructure). A truly conservative budgeting process would escrow an annual portion of funds corresponding to future facility replacement costs. Generally such facility replacement is not necessary when the electorate is assumed to agree to necessary supplemental funding. We can no longer make such an assumption.
- Review the percentage amount of TOT set aside for capital improvements. While I certainly understand that a dedicated amount probably needs to be set aside from this revenue source for the police/fire bond financing purposes, the prior percentage now is no longer serving the need it was set up for as it will be almost totally . If nothing else, it is limiting the amount of capital improvement spend. I submit the percentage should be increased to provide funding for CIP in addition to the police/fire facility.
- Separate the display of the police/fire funding flow out of the General CIP fund. The current mechanism only confuses things. Put this all in its own fund. That doesn't mean you can't augment the police/fire fund from General CIP when needed.

**Revise Policy Reserve Percentage.** Review the percentage amount set aside for policy reserves. When a good part of the budget increases are due to discretionary spending, such as is allowed especially through the steady and significant increase in the Parks and Rec budget, the corresponding increase reserves do not make fiscal sense. [carryover from last year.]

**Review Stock Market-Based Expenditures.** Review the policies relative to funding pensions. Do not get caught by PERS using inflated market values to set funding. [carryover from last year.]

## **MORE GENERAL ITEMS**

**Water conservation at the residential level.** Given the current rate of building in town, every day we delay is significant in its loss of being able to require more water-friendly

construction. We should look at provisions relating to water capture for later reuse, as well as run-off limitations. [carryover from last year.]

**Erosion in our parks.** Sand Dune Park Hill, not the dune itself, but the hill is steadily eroding. A couple small trees have already been uprooted. The south side has had a formal path develop from cut-through walking. The areas next to the stairs that I showed you in a photograph two years ago still grows nothing except a black fiber matting. No one seems to be noticing these events. Similarly, throughout Veterans Parkway paths have been cut through from each cross-street. In some areas, these are so steep to be dangerous, in others foliage (besides the ice plant) is being destroyed, in still others there is erosion to the hillside. In addition, consider a replacement for the iceplant throughout the city before it grows much beyond its current 2 foot height. [carryover from last year.]

**Proactively replace our ice plant.** Not only does ice plant destabilize slopes with its sheer weight, it also so acidifies the soil so little grows in its place. In addition, it forms a barrier on top of the soil which prevents water absorption and increases runoff. Also, according to city literature, ice plant does not qualify as greenwaste and so it otherwise falls on the nonrecyclable side of our ledger. Delaying a steady program of iceplant replacement will just lead to higher expenditures later in waste fees, removal, and soil remediation, not to mention runoff problems. [carryover from last year.]

**Donation/Sponsorship Policy.** Reinstate last year's goal of developing a comprehensive donation and sponsorship policy. Recognize the undesirable affect of using public facilities and event for advertising, as well as the moral aspects of the city not paying for what it wants to consume. [carryover from last year.]

**Enhance Reverse 911 System.** Investigate spending more for the Reverse 911 system to allow for faster coverage of more of the residents. Right now it is merely a panacea for a full-city emergency. [carryover from last year.]

### **Traffic.**

- Beyond the neighborhood traffic initiative (and I hope you get to my neighborhood soon), be vigilant relative to the affects on commuting: one of the main reasons for our high property values is the access to the airport, downtown and the freeways. Explore how to get folks in and out of town quicker on Highland. Enforce red lights for those making left turns at major intersections. This isn't necessarily a danger, but the "light jumpers" delay the line wanting to cross, leaving those in the back another 5 minutes to cross. I endorse the similar comment of the PPIC.
- I also endorse the PPIC's suggestion of enforcing the speed limit within neighborhoods. And such enforcement should not necessarily be during peak usage hours, where the volume of traffic forces speed limit compliance, but also during weekends where an apparently open street invites exceeding the limit, but is still dangerous for people entering the road from cross streets.

- Instead of the radar trailer, I suggest the use of the pole-mounted digital speed limit monitoring signs.

**Street Banner Policy.** Revisit the city's overhead street banner policy. The last guidance on street banners is a 1994 council directive, and includes very ambiguous wording as to what is a permissible banner, especially as evaluated against some of today's more creative applications. Note that the 2002/2004 Godbe resident survey indicated that only 1.3% of the residents get their information from banners, and weigh that against the associated visual blight created by these banners. At least eliminate the banner at Morningside Drive.

**Stricter commercial sign ordinance.** I believe we can ask our business community to meet a more aesthetic sign ordinance similar to that imposed by many communities across the country. Many, such as the Manhattan Mall, are already there. We should not ask the Mall to then compete with others less enlightened. Limit the number of signs, or reduce the size of the signs, in the residential area. This recommendation also includes real estate advertising, and housepainting signs. We don't need any more signs on a construction fence than the prime contractor's.

**City Arborist/Tree Care/More Trees.** [from prior year]. Establish and promote a dedicated city arborist/advocate to engage and advise the community in proper tree care and pruning, and encourage a larger variety of plantings to provide visual diversity and hedge against wholesale tree loss. Take better care of city trees—we lost a lot during the recent rains. Note that trees are one of the better resources for soaking up water and reducing run-off. Encourage their planting on both public and private land. The parkway still has a lot of room for additional trees (after you remove the ice plant so the trees aren't choked).

**Housing Construction Regulations.** [new.] There are still a lot of homes to be built. While I understand Rich Montgomery's concerns about Saturday construction, I also have concerns about how long it takes for a home to be built. Perhaps the Saturday restriction could apply only to loud noise, and not all construction. I would prefer a tighter time-frame to build a home. This would also somewhat inhibit speculator development (with the related lousy architecture), because then the developer would not be so inclined to send workers to build at the spec home only when the worker is not busy elsewhere. In addition, have the contractor submit a plan about where the workers will park. Increase penalties for early morning deliveries and early starts. These are more irritating than Saturday construction.

**Sand Dune Park.** [ad nauseum]. There is no reason (i) that all those large signs need posted at the park; and (ii) that the attendants can't pick up the litter on Bell Avenue (33<sup>rd</sup> to 35<sup>th</sup>) either at night or first thing in the morning.

-----Original Message-----

**From:** Nolim8s@aol.com [mailto:Nolim8s@aol.com]

**Sent:** Sunday, June 12, 2005 12:15 PM

**To:** rgill@citymb.info

**Subject:** from Lynn Harris

Hi Richard...

what i would like to see included in the Council's Work Plan from Parks & Rec is

- approval of the current dog area at Dorsey with an official opening
- approval of 2 additional areas on the Veteran's Parkway and one in east Manhattan

(this of course would be presented by the Committee after "neighbor by -in" )\*\*\*\*\*this needs to be **DEFINED** specifically by the Council.... neighbor Ok within 45 feet or 100 feet - both numbers were mentioned when i watched the Nov Council Mtg where this was discussed.

(richard - I did go over to Premier and look at the area you were referring to... I think it could work on the north end because the slope isnt as great and maybe closer to the lower path than the upper field fence. What would it take - School Board approval? since there are no neighbors within 100 feet?)

- skate board park

thanks Lynn Harris

-----Original Message-----

**From:** Popovich, Lisa [mailto:LisaPopovich@paulhastings.com]

**Sent:** Tuesday, June 14, 2005 7:36 AM

**To:** Mark Leyman

**Subject:** RE: Library Commission

Mark

Sorry I am late. One item I would like the City Council to consider is having a writers' speakers series at night using the new outdoor space once it is completed. This could include both local writers and non-local writers, and writers of children and adult literature.

Lisa

-----Original Message-----

From: Kathleen Paralusz [<mailto:paralusz@hotmail.com>]

Sent: Monday, June 06, 2005 2:54 PM

To: [jgrace@citymb.info](mailto:jgrace@citymb.info)

Subject: RE: City Council Work Paln items

Hi Jane,

I would like the Council to consider creating a Community Garden using the city-owned land at either 6th and Aviation or Mathews and Aviation. For your convenience, I have attached a draft proposal for the idea.

warm regards,  
Kathleen

**MANHATTAN BEACH PARKS AND RECREATION COMMISSION**

**PROPOSED  
MANHATTAN BEACH  
COMMUNITY GARDEN**

**June 6, 2005**

**Presented by: Kathleen M. Paralusz**



# **OVERVIEW**

- **Introduction to the Community Garden Concept**
- **History**
- **Proposed Sites**
- **Implementation of the Community Garden**
- **Why Should LMB Choose this Project?**

# **INTRODUCTION TO THE** **COMMUNITY GARDEN CONCEPT**

- **Community gardens allocate city-owned land for use by its residents to garden in a communal setting**
- **The garden is broken up into individual plots (typically 10' X 10'), which can be used for growing fruits, vegetables, flowers and other decorative plant life**
- **Residents maintain their own plots and harvest their own fruits and vegetables**
- **The city provides minimal support once the garden is established, including a water source for irrigation**

# **INTRODUCTION TO THE** **COMMUNITY GARDEN CONCEPT**

- **Benefits of the Community Garden include:**
  - **Utilization and beautification of underused land**
  - **Fostering community - the garden provides a civic center where residents can interact and share common interests**

# **HISTORY OF THE MANHATTAN BEACH COMMUNITY GARDEN**

- **City of MB previously sponsored a popular Community Garden, used by seniors and other residents**
- **Started in 1976, the Garden was owned by the MBUSD and located on the Mira Costa HS site**
- **In 2002, the School District sold the land to private developers**
- **City residents who used the garden protested the sale, but to no avail**

# **HISTORY OF THE MANHATTAN BEACH COMMUNITY GARDEN**

- **Smaller gardens have been set up at several MB elementary schools (Pacific, Grandview, Meadows)**
- **The school gardens are used primarily by the elementary schoolchildren and in some cases, senior citizens partnering with the School (I.e., Pea Patch Program)**

# **PROPOSED SITES**

- **There are two proposed sites for the Manhattan Beach Community Garden:**
  - **A city-owned plot of land at 6<sup>th</sup> and Aviation; or**
  - **A city-owned plot of land (sump area) at Mathews and Aviation**

# **IMPLEMENTATION OF THE COMMUNITY GARDEN**

- **STEP 1: mobilize support within the local community and city government, starting with the Director of Public Works and the City Manager**
  - **The Growing Great organization has also expressed interest in assisting with the Garden's implementation**

# **IMPLEMENTATION OF THE** **COMMUNITY GARDEN**

- **STEP 2: Present the Community Garden to the City Council for approval.**
  - Approval potentially would include the use of the Department of Public Works for minimal maintenance of the Garden (i.e., spraying for pests)



# **IMPLEMENTATION OF THE** **COMMUNITY GARDEN**

- **STEP 3: Raise funds, collect donations and prepare the Garden for use**
  - **STEP 3 can be conducted simultaneously with Steps 1 and 2**

# **IMPLEMENTATION OF THE** **COMMUNITY GARDEN**

- **Fundraising efforts may include donations for some of the raw materials needed to start the Garden (i.e., compost, tool shed, container borders for individual plots, etc.)**
- **If required, mobilize and utilize local volunteers to clear the land and prepare the garden plots for use by residents**
- **Once completed, resident gardeners would be expected to bring their own tools, seeds, etc. and maintain the garden plots they are assigned**

# IMPLEMENTATION OF THE COMMUNITY GARDEN: 6<sup>th</sup> & Aviation Site



MANHATTAN BEACH  
COMMUNITY GARDEN



# IMPLEMENTATION OF THE COMMUNITY GARDEN: 6<sup>th</sup> & Aviation Site



# **IMPLEMENTATION OF THE** **COMMUNITY GARDEN:** **6<sup>th</sup> & Aviation Site**

- **BENEFITS of using the 6<sup>th</sup> and Aviation site:**
  - **Cost and ease of transition of use of the land**
  - **Land at this site is already flat, fenced in, and there is already a water source installed on-site**
  - **Fundraising would require no more than \$5000**

# **IMPLEMENTATION OF THE** **COMMUNITY GARDEN:** **6<sup>th</sup> & Aviation Site**

- **CHALLENGES of using the 6<sup>th</sup> and Aviation site:**
  - **Would require prior approval of neighboring residents**
  - **Noise of being on Aviation Blvd**
  - **Street parking may be a problem on weekends**



# IMPLEMENTATION OF THE COMMUNITY GARDEN: Mathews & Aviation Site



# **IMPLEMENTATION OF THE** **COMMUNITY GARDEN:** **Mathews & Aviation Site**

- **BENEFITS of using the Mathews and Aviation site:**
  - Larger plot of land
  - More secluded and less noisy than 6<sup>th</sup> and Aviation Site
  - No neighboring residents (RB is literally across the street), so no prior approvals needed from residents
  - Land at this site is already flat, fenced in, and there is already a water source installed on-site
  - Abundant parking



# IMPLEMENTATION OF THE COMMUNITY GARDEN: Mathews & Aviation Site

- **CHALLENGES of using the Mathews and Aviation site:**
  - Land is on a sump area and will take more effort to clear than 6<sup>th</sup> and Aviation site
  - Small possibility of flooding during very, very heavy rain storm

# **WHY SHOULD MB CITY COUNCIL CHOOSE THIS PROJECT?**

- **It Will Benefit the Residents of Manhattan Beach**
  - **Enhance underutilized City land**
  - **Provide residents with a center for civic activity**
  - **Restore to the community a popular garden open to all City residents**

**Thank You for Your  
Consideration!**

## **C O V E R   M E M O**

To:           Manhattan Beach City Council

From:        Manhattan Beach Cultural Arts Commission

Date:         June 16, 2005

Re:           City Council Work Plan

In that the Cultural Arts Commission, the City Council and many residents of Manhattan Beach have been desirous of creating a performance space in the City, the CAC offers the attached memo describing possible options for realizing this goal.

In the past, neither the Commission, nor the City, was capable of funding such a project. Currently, with the 1% Art Fee available to us, we believe the time is right to examine some reasonable options.

The Commission would appreciate the City Council's consideration and comments.

For the Commission  
Sharon Greco, Chairman, Cultural Arts Commission  
Shelby Phillips, Vice-Chairman, Cultural Arts Commission

-----Original Message-----

**From:** Jim Schlager [mailto:Jim.Schlager@fsgllc.com]

**Sent:** Thursday, June 09, 2005 12:01 PM

**To:** Richard Thompson

**Cc:** Jim Schlager

**Subject:** RE: Work Plan 2005-2006 -Updated

Richard,

Here are a couple of projects:

Manhattan Beach Permit Parking: The purpose of which:

1. Minimize the number of Non-Beach Residents parking on streets after 7PM during the week.
2. Increase budget revenues through the use of permit fee's to enable adequate parking for MB residents.
3. Limit the number of household cars based on resident garage space. For example: if the current resident has a 2 car garage, they could apply for 1 additional permit for 3<sup>rd</sup> car.
4. Re-direct parking to specific areas within MB for Non-MB residents for after-hours parking: Example: Metlox (now pay parking)

Establish new "Card" pay parking meters within Manhattan Beach while increasing fee's per 10 minutes of parking by some amount. Residents and Non-residents would be able to purchase pay parking cards at local retailers. (Like a Starbucks Card) or use there credit card to purchase time. This would eliminate the need for the pick up of meter coins as wells as increase future parking revenues for budget.

Establish additional public parking & permit parking by building additional levels over current public parking structures. Example: Life Guard Head quarter's. This would have the potential of re-directing parking to such public and permit central areas and assist in alleviating congestion is areas such as Alma avenue.

Dog Days on the Beach: By Permit Only: Allow residents to purchase dog permits for the use of specific beach area during specific early hours of the week.

Regards,

Jim Schlager

**CITY OF MANHATTAN BEACH**

**DEPARTMENT OF COMMUNITY DEVELOPMENT**

**TO:** Richard Thompson, Director of Community Development  
**FROM:** Rob Osborne, Management Analyst  
**DATE:** June 17, 2005  
**SUBJECT:** PPIC Work Plan Issues

The PPIC has suggested the following items for inclusion in the 2005/2006 Work Plan:

- Reconsider the use of speed humps as a traffic calming measure
- Formulate more reasonable guidelines regarding landscaping visibility obstructions on walkstreets
- Establish a comprehensive master/strategic plan to address the need for increased traffic enforcement in the City and ensure appropriate funding is secured to provide the resources needed (i.e., personnel, signage, radar trailers, etc.)

In addition, the following items were suggested by individual members rather than by the Commission as a whole:

- Consider expanding dog park facilities
- Consider installing protective shelters at bus stops
- Consider establishing a public gymnasium