

City Council Regular Meeting

Regular Meeting
Wednesday, March 8, 2017
6:00 PM
City Council Chambers



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

Executive Team

Mark Danaj, City Manager
Quinn Barrow, City Attorney

Robert Espinosa, Fire Chief
Teresia Zadroga-Haase, Human Resources Director
Eve R. Irvine, Police Chief
Stephanie Katsouleas, Public Works Director
Mark Leyman, Parks & Recreation Director

Nadine Nader, Assistant City Manager
Anne McIntosh, Interim Community Development Director
Bruce Moe, Finance Director
Liza Tamura, City Clerk
Sanford Taylor, Information Technology Director

MISSION STATEMENT:

The City of Manhattan Beach is recognized for providing exemplary municipal services and contributing to the exceptional quality of life afforded to residents, businesses and visitors who enjoy living in and visiting California's safest beach community

March 8, 2017

City Council Meeting Agenda Packet

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MANHATTAN BEACH'S CITY COUNCIL WELCOMES YOU!

Your presence and participation contribute to good city government.

By your presence in the City Council Chambers, you are participating in the process of representative government. To encourage that participation, this agenda provides an early opportunity for public comments under "Public Comments," at which time speakers may comment on any matter within the subject matter jurisdiction of the City Council, including items on the agenda.

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

In compliance with the Americans With Disabilities Act, if you need special assistance to participate in this meeting, you should contact the Office of the City Clerk at (310) 802 5056 (voice) or (310) 546 3501 (TDD). Notification 36 hours prior to the meeting will enable the City to make reasonable arrangements to assure accessibility to this meeting. The City also provides closed captioning of all its Regular City Council Meetings for the hearing impaired.

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

A. PLEDGE TO THE FLAG

Jamie Hoffman, Mira Costa High School

B. ROLL CALL

C. CEREMONIAL CALENDAR

1. Recognition of Cub Scout Pack 713 on the Occasion of their 75th Anniversary. [17-0097](#)
PRESENT
2. Presentation of a Plaque to the American Red Cross in Celebration of their 100th Anniversary and Recognition of Manhattan Beach American Red Cross Board Members. [17-0098](#)
PRESENT

D. CERTIFICATION OF MEETING NOTICE AND AGENDA POSTING

I, Liza Tamura, City Clerk of the City of Manhattan Beach, California, state under penalty of perjury that this notice/agenda was posted on Thursday, March 2, 2017, on the City's Website and on the bulletin boards of City Hall, Joslyn Community Center and Manhattan Heights.

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

By motion of the City Council, this is the time to: (a) notify the public of any changes to the agenda; (b) remove items from the consent calendar for individual consideration; or (c) rearrange the order of the agenda.

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

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

G. CITY MANAGER REPORT**H. CITY ATTORNEY REPORT****I. PUBLIC COMMENTS (3 MINUTES PER PERSON FOR ONE ITEM, A MAXIMUM OF 6 MINUTES IF A SPEAKER WANTS TO COMMENT ON MORE THAN ONE ITEM)**

Speakers may provide public comments on any matter that is within the subject matter jurisdiction of the City Council, including items on the agenda. The Mayor may determine whether an item is within the subject matter jurisdiction of the City Council. While all comments are welcome, the Brown Act does not allow City Council to take action on any item not on the agenda. Each speaker may speak for up to 3 minutes per matter, up to a total of 6 minutes if a speaker wants to comment on more than one matter. With respect to non-public hearing agenda items, speakers may provide their comments during "Public Comments" or at the time the agenda item is being considered. This is also the time for speakers to comment on items on the consent calendar that have not been previously removed by the City Council for individual consideration. For public hearings, speakers are encouraged to speak during the public hearing, if they want their comments to be included in the record for the public hearing.

Please complete the "Request to Address the City Council" card by filling out your name, city of residence, the item(s) you would like to offer public comment, and returning it to the City Clerk.

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

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

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

K. CONSENT CALENDAR (APPROVE)

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

3. Initial Review of Emergency Action Taken by the City Manager to Repair, Replace and Install Equipment at the 23rd Street and Peck Avenue Stormwater Pump Station and Determining that there is a Need to Continue the Action (Public Works Director Katsouleas). [17-0119](#)

APPROVE

Attachments: [Resolution No. 12-6422](#)

4. Financial Report: [17-0042](#)
a) Schedule of Demands: February 2, 2017
b) Investment Portfolio for the Month Ending January 31, 2017
c) Month End Report for January 31, 2017
(Finance Director Moe).

ACCEPT REPORT AND DEMANDS

Attachments: [Schedules of Demands for February 2, 2017](#)
[Investment Portfolio for the Month Ending January 31, 2017](#)
[Month End Report for January 31, 2017](#)

5. City Council Minutes: [17-0059](#)
This Item Contains Minutes of the following City Council Meeting:
a) City Council Adjourned Regular Meeting - Closed Session Minutes of February 21, 2017
b) City Council Regular Meeting Minutes of February 21, 2017
(City Clerk Tamura).

APPROVE

Attachments: [City Council Adjourned Regular Meeting - Closed Session Minutes of February ;](#)
[City Council Regular Meeting Minutes of February 21, 2017](#)

L. PUBLIC HEARINGS (2 MINUTES PER PERSON)

6. Conduct Public Hearing to Consider Resolution No. 17-0011 Regarding a Coastal Development Permit for the 2017 Manhattan Beach Open Volleyball Tournament; Request from AOS GROUP for Special Permit: Limited Alcoholic Beverage Use on Public Property for the Manhattan Beach Open Event, August 17-20 in the Lower South Pier Parking Lot and VIP Bleacher Seating Area in the Stadium Court and Resolution No. 17-0031 Approving an Agreement with AOS GROUP, LP (AVP) to Operate the Manhattan Beach Open (MBO) (Parks and Recreation Director Leyman).

[RES 17-0011](#)**CONDUCT PUBLIC HEARING AND ADOPT; APPROVE**

Attachments: [2017 MBO Co-Sponsor Agreement](#)
[2017 MBO Schematic](#)
[Resolution No. 17-0011](#)
[Resolution No. 17-0031](#)
[Correspondence](#)

M. OLD BUSINESS**N. NEW BUSINESS**

7. 2016/17 Mid-Year Review of Capital Improvement Projects (CIP) Program and Presentation Regarding the Status and Future of the 5-Year CIP Program (Public Works Director Katsouleas).

[17-0120](#)**RECEIVE AND FILE**

Attachments: [List of 39 Active Projects](#)
[List of 6 Completed Projects](#)
[List of 39 Delayed Projects](#)
[Staff Hours Demand for Active Projects](#)
[Staff Hours Demand All Projects Scheduled in Current - FY 2020-2021](#)
[Capital Improvement Policies and Capital Budget - Fiscal Policies](#)
[PowerPoint Presentation](#)

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

P. FORECAST AGENDA AND FUTURE DISCUSSION ITEMS

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

[17-0082](#)

Attachments: [March 2, 2017 Agenda Forecast](#)

Q. INFORMATIONAL ITEMS

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

R. CLOSED SESSION**S. ADJOURNMENT****T. FUTURE MEETINGS****CITY COUNCIL MEETINGS**

*March 21, 2017 - Tuesday -- 6:00 PM - City Council Meeting
April 4, 2017 - Tuesday -- 6:00 PM - City Council Meeting
April 18, 2017 - Tuesday -- 6:00 PM - City Council Meeting
May 2, 2017 - Tuesday -- 6:00 PM - City Council Meeting
May 16, 2017 - Tuesday -- 6:00 PM - City Council Meeting
May 17-18, 2017 - Wednesday and Thursday -- TBD -- City Council Retreat
June 6, 2017 - Tuesday -- 6:00 PM - City Council Meeting
June 20, 2017 - Tuesday -- 6:00 PM - City Council Meeting
July 5, 2017 - Wednesday -- 6:00 PM - City Council Meeting
July 18, 2017 - Tuesday -- 6:00 PM - City Council Meeting*

BOARDS, COMMISSIONS AND COMMITTEE MEETINGS

*March 13, 2017 - Monday - 6:00 PM - Library Commission Meeting
March 14, 2017 - Tuesday - 6:00 PM - Cultural Arts Commission Meeting
March 22, 2017 - Wednesday - 6:30 PM - Planning Commission Meeting - Cancelled
March 23, 2017 - Thursday - 6:30 PM - Parking and Public Improvements Commission
March 27, 2017 - Monday - 6:30 PM - Parks and Recreation Commission Meeting
March 29, 2017 - Wednesday - 6:30 PM - Adjourned Planning Commission Meeting
April 10, 2017 - Monday - 6:00 PM - Library Commission Meeting
April 11, 2017 - Tuesday - 6:00 PM - Cultural Arts Commission Meeting
April 12, 2017 - Tuesday - 6:30 PM - Planning Commission Meeting
April 26, 2017 - Tuesday - 6:30 PM - Planning Commission Meeting
May 8, 2017 - Monday - 6:00 PM - Library Commission Meeting
May 9, 2017 - Tuesday - 6:00 PM - Cultural Arts Commission Meeting*

U. CITY OFFICES CLOSED

CITY HOLIDAYS:

*May 29, 2017 – Monday – Memorial Day
July 4, 2017 - Tuesday - Independence Day
September 4, 2017 - Monday - Labor Day
October 9, 2017 – Monday – Columbus Day
November 11, 2017 – Saturday – Veterans Day (Non-Business Day)
November 23-24, 2017 - Thursday & Friday - Thanksgiving Holiday
December 25, 2017 - Monday - Christmas Day Observed
January 1, 2018 – Monday – New Years Day Observed
January 15, 2018 – Monday – Martin Luther King Day
February 19, 2018 - Monday - Presidents Day*

CITY OFFICES CLOSED ON FOLLOWING ALTERNATIVE FRIDAYS:

*March 17, 2017 - Friday
March 31, 2017 - Friday
April 14, 2017 - Friday
April 28, 2017 - Friday
May 12, 2017 - Friday
May 26, 2017 - Friday
June 9, 2017 - Friday
June 23, 2017 - Friday
July 7, 2017 - Friday
July 21, 2017 - Friday
August 4, 2017 - Friday
August 18, 2017 - Friday*

Agenda Date: 3/8/2017

TO:

Members of the City Council

FROM:

David J. Lesser

SUBJECT:

Recognition of Cub Scout Pack 713 on the Occasion of their 75th Anniversary.

PRESENT

**The City Council of the City of Manhattan Beach
Does Hereby Proudly Recognize
Cub Scout Pack 713
on the Occasion of their
75th Anniversary**

Agenda Date: 3/8/2017

TO:

Members of the City Council

FROM:

David J. Lesser

SUBJECT:

Presentation of a Plaque to the American Red Cross in Celebration of their 100th Anniversary and Recognition of Manhattan Beach American Red Cross Board Members.

PRESENT

**The City Council of the City of Manhattan Beach
Does Hereby Recognize and Congratulate
The American Red Cross
100 Years of Dedicated Humanitarian Service**

&

**The City Council of the City of Manhattan Beach
Does Hereby Proudly Recognize
Jeffrey B. Sakaguchi
David Allen
Chadd Davis
for their Dedication and Service as an
American Red Cross Los Angeles Region
Board Member**

Agenda Date: 3/8/2017

TO:

Honorable Mayor and Members of the City Council

THROUGH:

Mark Danaj, City Manager

FROM:

Stephanie Katsouleas, Director of Public Works
Shawn Igoe, Utilities Division Manager

SUBJECT:

Initial Review of Emergency Action Taken by the City Manager to Repair, Replace and Install Equipment at the 23rd Street and Peck Avenue Stormwater Pump Station and Determining that there is a Need to Continue the Action (Public Works Director Katsouleas).

APPROVE

RECOMMENDATION:

Staff recommends that the City Council:

1. Review Emergency Action
2. Determine, by a 4/5th Vote, that there is a Need to Continue the Emergency Action.

FISCAL IMPLICATIONS:

Tonight's action is the initial review of the emergency repair, and thus has no immediate fiscal impact. Staff will present a subsequent report at a future council meeting that will describe the fiscal implications arising from this unbudgeted emergency repair.

BACKGROUND:

The City operates 2 stormwater pumps located at the 23rd St. and Peck Ave. Stormwater Pump Station (Station). During storm events, water from approximately 100 acres flows into this low point station and is pumped to a higher elevation at a rate in excess of 2,000 gallons per minute, where it then discharges to the Polliwog Retention Basin. From the Polliwog Retention Basin, the Los Angeles County Flood Control District then pumps this stormwater into its own conveyance system, which ultimately discharges to Santa Monica Bay near 28th Street and The Strand.

In the last Quarter of 2016, the City lost communication and power to the 23rd St/Peck Station. Upon arrival, City staff found that a Southern California Edison contractor was

replacing utility poles in the area of the Station and had intentionally disconnected power to the Station. Based on the work being conducted, the contractor estimated that the Station would have intermittent power for an additional 24-72 hours as additional poles were replaced. Thereafter, while conducting routine inspections, City staff found that the Station was fully submersed in water caused by rain and runoff from a storm event. It was apparent that power had not been restored to the station after the pole replacement work was completed, resulting in the equipment being unable to perform pumping duties. Once evacuation of the water was completed, staff found significant damage had occurred to the pumps and equipment, including damage to the communication conduit and wiring to the Station.

City staff met with representatives from Southern California Edison and its contractor to discuss the equipment damage that occurred at the Station. During this discussion, the contractor's representative confirmed that its crews had failed to re-energize the service providing power to the Station. Due to the critical function of the station in heavy rains, staff requested that the contractor immediately complete the necessary repairs to the Station, but the contractor stated that such work is outside its capabilities or resources.

In preparation for the repairs, staff determined that the replacement and installation of new pumps and equipment would be most effectively accomplished by an experienced stormwater pump station contractor. Staff contacted RHS Industries to help the City assess the extent of work needed to repair and or replace the Station equipment. RHS Industries agreed to conduct the assessment, but after several weeks had passed, staff became concerned that the company was not returning calls. Unfortunately, in that short period, RHS Industries went out of business. Soon after, staff contacted Romtec Utilities and sent them as-built drawings of the Station and its equipment. Romtec stated that due to its workload, it would not be able to visit the site to assess the scope of work to be done until early January. Upon closer review, Romtec advised the City that it would be quicker and more cost-effective to repair the existing equipment, rather than do a complete replacement, which would require increasing the vault size (major construction). However, Romtec does not perform repair work to pump stations, and instead referred the City to Fluid Resource Management (FRM). In late January, staff met with FRM to discuss evaluation of the work to be completed. FRM stated that they had the background and experience necessary to complete these repairs. Several weeks later after a site review and assessment, FRM determined that the pumps could in fact be repaired but that the electronics would need to be replaced.

At the time of the power failure, we had not yet entered the rainy season and there were no forecast indications that this would be a particularly wet year. However, as discussed above finding a qualified contractor who could help evaluate and determine the extent of the work needed to be done proved very difficult. Unfortunately, the search to find a qualified vendor who could evaluate the extent of the damage put the city into an emergency situation given that we are now well into what has become a very wet season with the continued threat of property damage to residents adjacent to 23rd St. and Peck.

DISCUSSION:

On December 4, 2012, the City Council adopted Resolution No. 12-6422, delegating authority to the City Manager to take action in emergencies pursuant to California Public Contract Code Section 22050. Per Resolution No. 12-6422, in the event of an emergency

the City Manager may take action to repair public facilities without advertising for bids if the repair is in the public interest and necessitates the immediate expenditure of public money to safeguard life, health or property. Given the rain events that the City has already experienced, in particular the flooding at this specific intersection, and the fact that the rainy season still has another 2 months left, it is imperative that the pump station be repaired immediately. The City risks significant property damage to surrounding homes if another heavy and prolonged rain event happens before the Station is completely repaired. For these reasons, the City Manager authorized Fluid Resource Management to complete the necessary repairs. That work is underway, and is scheduled to be completed in approximately 30 days.

Staff is satisfied that the work proposed by Fluid Resource Management and Control Automation Design is fair, reasonable and consistent with industry standards. Once Fluid Resource Management has completed the necessary work to the pumps and equipment, Control Automation Design will finalize the needed repairs and replacements to the City's electronic communications. Control Automation Design is already the City's Supervisory Control and Data Acquisition (SCADA) contractor, which provides operational communication for our water, wastewater and stormwater facilities.

Staff has filed a claim with the SCE contractor, and has been in communication with the contractor's insurance company, which is processing that claim. Staff will also file a claim with SCE, which engaged the contractor for the work that resulted in damage to the pump station.

California Public Contract Code 22050 provides that:

- in the case of an emergency, a public agency, pursuant to a four-fifths vote of its governing body, may repair or replace a public facility, take any directly related and immediate action required by that emergency, and procure the necessary equipment, services, and supplies for those purposes, without giving notice for bids to let contracts.
- The City Council, by a four-fifths vote, may delegate, by resolution or ordinance, to the city manager, chief engineer, or other nonelected agency officer, the authority to order any such action. (On December 4, 2012, the City Council adopted Resolution No. 12-6422, delegating authority to the City Manager to take action in emergencies pursuant to California Public Contract Code Section 22050.)
- If the City Manager orders any emergency action, the City Manager or his designee shall report to the governing body, at its next meeting required pursuant to this section, the reasons justifying why the emergency will not permit a delay resulting from a competitive solicitation for bids and why the action is necessary to respond to the emergency. (This report explains the reasons justifying why the emergency will not permit a delay resulting from a competitive solicitation for bids and why the action is necessary to respond to the emergency.)
- If the City Manager orders any emergency action, the governing body shall initially review the emergency action at its next regularly scheduled meeting and at least at every regularly scheduled meeting thereafter until the action is terminated, to determine, by a four-fifths vote, that there is a need to continue the action.

POLICY ALTERNATIVES:

Do not find that there is a need to continue the replacement and installation of the Stormwater Pump Station pumps and equipment.

PROS:

General Funds would not be expended to complete the emergency repairs to the Stormwater Pump Station.

CONS:

Flooding of the intersection will continue during storm events, risking additional damage to public and private property.

PUBLIC OUTREACH/INTEREST:

Staff has reached out to the residents in the impacted area regarding the Station. Staff will maintain regular communication with the residents to keep them abreast of the project schedule and impacts during construction.

ENVIRONMENTAL REVIEW

The City reviewed the proposed project for compliance with the California Environmental Quality Act (CEQA) and determined that the project qualifies for a Class 1(b) categorical exemption pursuant to Section 15301, Existing Facilities of the State CEQA Guidelines. No environmental review is necessary.

LEGAL REVIEW

The City Attorney has reviewed this report.

Attachment:

1. Resolution No. 12-6422

RESOLUTION NO. 12-6422

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A RESOLUTION OF THE MANHATTAN BEACH CITY COUNCIL DELEGATING TO THE CITY MANAGER AUTHORITY TO TAKE ACTION IN EMERGENCIES WITHOUT COMPETITIVE BIDS PURSUANT TO CALIFORNIA PUBLIC CONTRACT CODE SECTION 22050, DECLARING AN EMERGENCY, AND AUTHORIZING REPLACEMENT AND INSTALLATION OF TWO BOOSTER PUMP MOTORS AT THE PECK RESERVOIR BOOSTER STATION

THE CITY COUNCIL OF THE CITY OF MANHATTAN BEACH DOES HEREBY RESOLVE:

Section 1. The City of Manhattan Beach ("City") operates four submersible booster pump motors at the Peck Reservoir Booster Station to maintain appropriate pressure for the City's water distribution system. Two of the four motors at the Peck Reservoir Booster Station recently failed after an incoming voltage spike from the electrical power utility, which damaged the motors beyond repair. In order to maintain appropriate pressure in the City's water system, staff determined that the pump motors needed to be replaced immediately.

Section 2. On August 13, 2012, the City staff placed an emergency call to General Pump Company, Inc. ("Contractor") for them to replace and install two submersible booster pump motors at the Peck Reservoir Booster Station. On October 18, 2012, the Contractor completed the installation of the two pump motors.

Section 3. Based upon the foregoing, and based upon substantial evidence in the record, including but not limited to the staff report and public comment, and in accordance with California Public Contract Code Sections 20168 and 22050, the City Council hereby:

- A. Declares that the public interest and necessity demanded the immediate expenditure of public money to safeguard life, health or property;
- B. Finds that the above described emergency would not allow for the delay that would result from a competitive solicitation of bids; and
- C. Authorizes City staff to take any directly related and immediate action required by the emergencies, and procure the necessary equipment, services, and supplies for those purposes, without giving notice for bids to let contracts for such repair.

Section 4. In accordance with Public Contract Code Section 22050(b)(1), the City Council hereby delegates to the City Manager the authority to order any action specified in Public Contract Code Section 22050(a)(1) and to expend funds without complying with state competitive bidding requirements, both in relation to the above-mentioned emergency and in relation to any future emergency.

Section 5. This Resolution shall take effect immediately. The City Clerk shall make this Resolution available for public inspection.

Section 6. The City Clerk shall certify to the adoption of this Resolution and thenceforth and thereafter the same shall be in full force and effect.


PASSED, APPROVED AND ADOPTED this 4th day of December 2012.

Ayes: Howorth, Montgomery, Tell, Lesser and Mayor Powell
Noes: None.
Abstain: None.
Absent: None.



Wayne Powell, Mayor
City of Manhattan Beach, California

ATTEST:



Liza Tamura, City Clerk

Agenda Date: 3/8/2017

TO:

Honorable Mayor and Members of the City Council

THROUGH:

Mark Danaj, City Manager

FROM:

Bruce Moe, Finance Director

SUBJECT:

Financial Report:

- a) Schedule of Demands: February 2, 2017
- b) Investment Portfolio for the Month Ending January 31, 2017
- c) Month End Report for January 31, 2017
(Finance Director Moe).

ACCEPT REPORT AND DEMANDS

RECOMMENDATION:

Staff recommends that the City Council accept the attached report and demands.

FISCAL IMPLICATIONS:

The financial report included herein is designed to communicate fiscal activity based upon adopted and approved budget appropriations. No further action of a fiscal nature is requested as part of this report.

The total value of the warrant registers for February 2, 2017 is \$3,956,373.55.

BACKGROUND:

Finance staff prepares a variety of financial reports for City Council and the Finance Subcommittee. A brief discussion of the attached report follows.

DISCUSSION:

Schedule of Demands:

Every two weeks staff prepares a comprehensive listing of all disbursements with staff certification that the expenditure transactions listed have been reviewed and are within budgeted appropriations.

Investment Portfolio:

Detailed Investment reports are provided to the Finance Subcommittee with summary reporting to City Council. The month end portfolio includes a certification by the Finance Director that all investments comply with established Investment Policies (or with Finance Subcommittee approved exceptions) and there is sufficient liquidity to support projected expenditures.

Month End Report:

This package includes summary level financial information for the month ending January 31, 2017. This report marks the seventh month of the fiscal year 2016-2017, and reflects the annual budget adopted by City Council.

The report provides monthly and year-to-date activity for all funds and departments presenting a snapshot of budget performance. A report highlighting the performance of key revenue sources is also included.

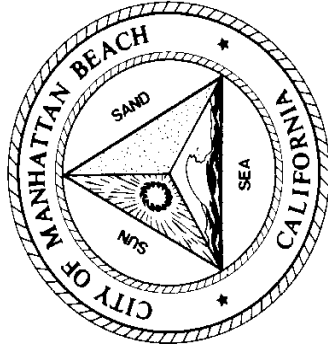
CONCLUSION:

Staff recommends that the City Council accept the attached report and demands.

Attachments:

1. Schedule of Demands for February 2, 2017
2. Investment Portfolio for the Month Ending January 31, 2017
3. Month End Report for January 31, 2017

City of Manhattan Beach



Schedule of Demands February 2, 2017

CITY OF MANHATTAN BEACH
WARRANT REGISTER

WARRANT(S) WR 16A & WR 16B
DATED: 2/02/2017

I HEREBY CERTIFY THAT THE CLAIMS OR DEMANDS COVERED BY THE ABOVE WARRANT(S) IN THE AMOUNT OF \$3,956,373.55 HAVE BEEN REVIEWED AND THAT SAID CLAIMS OR DEMANDS ARE ACCURATE, ARE IN CONFORMANCE WITH THE ADOPTED BUDGET, AND THAT THE FUNDS ARE AVAILABLE THEREOF.



FINANCE DIRECTOR

THIS 8TH DAY OF MARCH



CITY MANAGER

WARRANT REGISTER(S)	WR 16A & WR 16B	WARRANT(S)	
		16A	431,138.72
		16B	2,116,198.15
		16A	547,133.13
		16B	7,600.00
			<u>3,102,070.00</u>
		SUBTOTAL WARRANTS	
		VOIDS	0.00
		PAYROLL	854,303.55
	PE 01/20/2017		
		TOTAL WARRANTS	<u><u><u>3,956,373.55</u></u></u>

**CITY OF MANHATTAN BEACH
WARRANT REGISTER**

wr 16a

WARRANT BATCH NUMBER:

CHECK NO.	DATE	TYPE	PAYEE NAME	PAYMENT DESCRIPTION	CHECK AMOUNT
12417	1/24/2017	T	CMB RISK MGMT LIABILITY	MONTHLY DISBURSAL LIAB ACCT	150,546.10
13017	1/30/2017	T	UNION BANK	F.I.T./MEDICARE/S.I.T.	254,460.41
1242017	1/24/2017	T	CMB RISK MGMT WORKERS COMP	MONTHLY DISBURSAL WORKERS COMP	142,126.62
SUBTOTAL					547,133.13
527574	1/26/2017	N	FRONTIER CALIFORNIA INC	TELEPHONE SERVICE	1,540.05
527575	1/26/2017	N	FRONTIER CALIFORNIA INC	CABLE SERVICE	207.98
527576	1/26/2017	N	ICMA RETIREMENT TRUST - 401	LOAN REPAY 401 - CITY MANAGER: PAYMENT	847.27
527577	1/26/2017	N	ICMA RETIREMENT TRUST - 401	LOAN REPAY 401 - 2.5%: PAYMENT	2,875.96
527578	1/26/2017	N	ICMA RETIREMENT TRUST - 457	DEFERRED COMP AND LOAN REPAY 457	73,933.82
527579	1/26/2017	N	ICMA RETIREMENT TRUST 401	LOAN REPAY 401 - 4.5%: PAYMENT	6,604.57
527580	1/26/2017	N	JPMORGAN CHASE BANK NATL ASSC	MONTHLY LEASE-SEWER TRUCK	16,488.30
527581	1/26/2017	N	JENNIFER KALLOK	EARNINGS WITHHOLDING	184.62
527582	1/26/2017	N	BRUCE KUCH	UB REFUND OVERPAYMENT	6,263.80
527583	1/26/2017	N	M B POLICE MGMT ASSC	DUES \$ (POL MGT ASSN): PAYMENT	399.00
527584	1/26/2017	N	M B POLICE OFFICERS ASSOCIA	DUES \$ (POLICE FIXED): PAYMENT	6,542.52
527585	1/26/2017	N	MARINE RESOURCES INC	TEMPORARY EMPLOYEE SERVICES	1,307.60
527586	1/26/2017	N	MBPOA RETIREE	MD TRUST (MED TRUST): PAYMENT	2,400.00
527587	1/26/2017	N	PUBLIC EMPLOYEES'	PENSION SAFETY - CLASSIC: PAYMENT	277,808.63
527588	1/26/2017	N	SOUTHERN CALIFORNIA EDISON	MONTHLY ELECTRIC CHARGES	61.71
527589	1/26/2017	N	SOUTHERN CALIFORNIA GAS CO	MONTHLY GAS CHARGES	6,447.86
527590	1/26/2017	N	STATE DISBURSEMENT UNIT	EARNINGS WITHHOLDING	1,145.19
527591	1/26/2017	N	TOTAL ADMINISTRATIVE SVCS CORP	CHILD125 (CHILD 125 PLAN): PAYMENT	7,799.57
527592	1/26/2017	N	U.S. BANK	P/T EMP RETIREMENT CONTRIB: PAYMENT	3,995.78

CITY OF MANHATTAN BEACH
WARRANT REGISTER

wr 16a

WARRANT BATCH NUMBER:

CHECK NO.	DATE	TYPE	PAYEE NAME	PAYMENT DESCRIPTION	CHECK AMOUNT
527593	1/26/2017	N	UNITED PARCEL SERVICE	DELIVERY SERVICE	77.40
527594	1/26/2017	N	VANTAGEPOINT TRANSFER AGENTS	RETMTM HLTH SAVINGS CONTRIB: PAYMENT	13,653.24
527595	1/26/2017	N	ROBIN L VARGAS	EARNINGS WITHHOLDING	553.85
SUBTOTAL					431,138.72
COMBINED TOTAL					978,271.85

PAYMENT LEGEND:
T = Wire Transfers
N = System Printed Checks
H = Hand Written Checks

CITY OF MANHATTAN BEACH
WARRANT REGISTER
CHECKS EQUAL TO OR ABOVE
\$2,500.00

WARRANT BATCH NUMBER:

wr 16a

CHECK NO.	DATE	TYPE	PAYEE NAME	PAYMENT DESCRIPTION	CHECK AMOUNT
12417	1/24/2017	T	CMB RISK MGMT LIABILITY	MONTHLY DISBURSAL LIAB ACCT	150,546.10
13017	1/30/2017	T	UNION BANK	F.I.T./MEDICARE/S.I.T.	254,460.41
1242017	1/24/2017	T	CMB RISK MGMT WORKERS COMP	MONTHLY DISBURSAL WORKERS COMP	142,126.62
SUBTOTAL					547,133.13
527577	1/26/2017	N	ICMA RETIREMENT TRUST - 401	LOAN REPAY 401 - 2.5%: PAYMENT	2,875.96
527578	1/26/2017	N	ICMA RETIREMENT TRUST - 457	DEFERRED COMP AND LOAN REPAY 457	73,933.82
527579	1/26/2017	N	ICMA RETIREMENT TRUST 401	LOAN REPAY 401 - 4.5%: PAYMENT	6,604.57
527580	1/26/2017	N	JPMORGAN CHASE BANK NATL ASSC	MONTHLY LEASE-SEWER TRUCK	16,488.30
527582	1/26/2017	N	BRUCE KUCH	UB REFUND OVERPAYMENT	6,263.80
527584	1/26/2017	N	M B POLICE OFFICERS ASSOCIA	DUES \$ (POLICE FIXED): PAYMENT	6,542.52
527587	1/26/2017	N	PUBLIC EMPLOYEES'	PENSION SAFETY - CLASSIC: PAYMENT	277,808.63
527589	1/26/2017	N	SOUTHERN CALIFORNIA GAS CO	MONTHLY GAS CHARGES	6,447.86
527591	1/26/2017	N	TOTAL ADMINISTRATIVE SVCS CORP	CHILD125 (CHILD 125 PLAN): PAYMENT	7,799.57
527592	1/26/2017	N	U.S. BANK	P/T EMP RETIREMENT CONTRIB: PAYMENT	3,995.78
527594	1/26/2017	N	VANTAGEPOINT TRANSFER AGENTS	RETMT HLTH SAVINGS CONTRIB: PAYMENT	13,653.24
SUBTOTAL					422,414.05
COMBINED TOTAL					969,547.18

PAYMENT LEGEND:
T = Wire Transfers
N = System Printed Checks
H = Hand Written Checks

Report of Warrant Disbursements
wr 16a

Description	Amount
General	658,775.07
Street Light	2,038.84
Prop A	48.06
Water	7,688.89
Waste Water	87.49
Parking	16.27
Insurance	292,672.72
Vehicle Fleet	16,664.43
Building Maintenance	280.08
	<u>978,271.85</u>
	<u>978,271.85</u>

CITY OF MANHATTAN BEACH PAYROLL
PAY PERIOD: 01/07/17 TO 01/20/17
PAY DATE: 01/27/17

NET PAY **854,303.55**

1/7/2017

CITY OF MANHATTAN BEACH PAYROLL REPORT

PAYROLL PERIOD ENDING DATE 1/20/2017

AMOUNT	DESCRIPTION	AMOUNT
1,190,400.08	General Fund	1,328,500.13
18,598.84	Prop. A Fund	474,196.58
25,800.33	Water Fund	854,303.55
4,607.47	Stormwater Fund	
8,726.02	Wastewater Fund	
4,113.44	Refuse Fund	
3,182.61	Parking Fund	
860.22	County Parking Lots Fund	
860.24	State Pier and Parking Lot Fund	
12,401.70	Insurance Reserve Fund	
30,383.35	Information Technology Fund	
6,228.59	Fleet Management Fund	
13,493.43	Building Maintenance & Operations Fund	
8,843.81	Pension Trust Fund	
		Gross Pay
		Deductions
		Net Pay

**CITY OF MANHATTAN BEACH
WARRANT REGISTER**

wr 16b

WARRANT BATCH NUMBER:

CHECK NO.	DATE	TYPE	PAYEE NAME	PAYMENT DESCRIPTION	CHECK AMOUNT
527596	2/2/2017	N	ADLERHORST INTERNATIONAL INC	REGISTRATION-CANINE AGITATOR SEMINAR	300.00
527597	2/2/2017	N	ADMINISTRATIVE SERVICES COOP	DIAL A RIDE SUPPLEMENTAL CAB SERVICE	899.52
527598	2/2/2017	N	ADMINSURE INC	CLAIMS ADMINISTRATION	19,175.89
527599	2/2/2017	N	ADPI WEST INC	AMBULANCE BILLING SERVICES	9,267.10
527600	2/2/2017	N	ALBERT GROVER AND ASSOCIATES	17-01262PF SEPULVEDA & 8TH ST IMPROVEMEN	1,235.02
527601	2/2/2017	N	ALL STATE POLICE EQUIPMENT CO	BALLISTIC HELMETS	19,114.99
527602	2/2/2017	N	ANDERSONPENNA PARTNERS INC	SEWER MAIN REHABILITATION PHASE 2	25,089.50
527603	2/2/2017	N	ANDERSONPENNA PARTNERS INC	ROUNDHOUSE MARINE/AQUAR 11/26-12/30	9,320.00
527604	2/2/2017	N	JOEL ARELLANO JR	D2 EXAM REGISTRATION	65.00
527605	2/2/2017	N	AT&T	REVERSE 911 PHONE UPDATES	430.75
527606	2/2/2017	N	AT&T MOBILITY	CELLULAR CHARGES	5,920.70
527607	2/2/2017	N	MARK BELL	PARKS & RECREATION REFUND	158.00
527608	2/2/2017	N	BOUND TREE MEDICAL LLC	CONTROLLED INVENTORY LOCKER	11,138.22
527609	2/2/2017	N	BRIT WEST SOCCER INC	SOCCER INSTRUCTOR	4,294.50
527610	2/2/2017	N	JENNIFER BYERLY	PARKS & RECREATION REFUND	185.00
527611	2/2/2017	N	CA BLDG STANDARDS COMMISSION	BSA FEES	1,339.00
527612	2/2/2017	N	CA NEWSPAPER PARTNERSHIP	ADVERTISING	4,900.00
527613	2/2/2017	N	CA NEWSPAPER PARTNERSHIP	ADVERTISING	2,665.00
527614	2/2/2017	N	CA NEWSPAPER PARTNERSHIP	ADVERTISING	1,846.00
527615	2/2/2017	N	CA NEWSPAPER PARTNERSHIP	ADVERTISING	294.00
527616	2/2/2017	N	CA PUBLIC EMPLOYEES'	MEDICAL PREMIUMS	351,208.17
527617	2/2/2017	N	CALPERS	REPLACEMENT BENEFIT FUND	5,249.04

**CITY OF MANHATTAN BEACH
WARRANT REGISTER**

WARRANT BATCH NUMBER:

wr 16b

CHECK NO.	DATE	TYPE	PAYEE NAME	PAYMENT DESCRIPTION	CHECK AMOUNT
527618	2/2/2017	N	ERNEST CASTILLO	DISC JOCKEY OLDER ADULT PROGRAM	350.00
527619	2/2/2017	N	CITY OF TORRANCE	AREA G DUES	8,603.00
527620	2/2/2017	N	CLEANSTREET	LANDSCAPE SERVICES EXTRAS	27,750.88
527621	2/2/2017	N	CLINICAL LAB OF SAN BERNARDINO	WATER QUALITY TESTING SERVICES CONTRAC	1,089.17
527622	2/2/2017	N	COLLEEN COONEY	CITATION REFUND	53.00
527623	2/2/2017	N	COUNTY OF LOS ANGELES	CONTROLLED SUBSTANCE CHARGES	243.00
527624	2/2/2017	N	CROWN BLDG MAINTENANCE CO INC	JANITORIAL SERVICES EXTRAS	5,170.05
527625	2/2/2017	N	MAGDOLNA CURE	PARKING METER REFUND	0.50
527626	2/2/2017	N	JOE DELIA	POLYGRAPH EXAM	400.00
527627	2/2/2017	N	DELL MARKETING LP	19-00056C NET NEW PD DESKTOP-FORENSICS	3,608.44
527628	2/2/2017	N	DELTA DENTAL OF CALIFORNIA	DENTAL PREMIUMS	32,233.52
527629	2/2/2017	N	DEPARTMENT OF CONSERVATION	SEISMIC FEES	131.76
527630	2/2/2017	N	THOMAS DESMOND	REIMBURSEMENT-TRAVEL EXPENSE	65.00
527631	2/2/2017	N	DFM ASSOCIATES	ELECTIONS CODE HANDBOOKS	175.35
527632	2/2/2017	N	ROYCE DIFLEY	D3 EXAM REGISTRATION	90.00
527633	2/2/2017	N	DIV OF THE STATE ARCHITECT	SB 1186/Q3 & Q4 2016	220.80
527634	2/2/2017	N	GERARDO DURAN	CONTRACT SERVICES	360.00
527635	2/2/2017	N	DUTHIE ELECTRIC SERVICES	AUXILIARY GENERATOR MAINTENANCE SERVI	3,000.00
527636	2/2/2017	N	ENVIRON ARCHITECTURE INC	TRAFFIC OFFICE ARCHITECTURAL PLAN	2,623.50
527637	2/2/2017	N	FIRE INFO SUPPORT SERVICES INC	FIRE DEPT RECORDS MANAGEMENT SOLUTION	2,145.00
527638	2/2/2017	N	DAVE FORREST	CASH KEY REFUND	51.00
527639	2/2/2017	N	JOHN FOY	CITATION REFUND	25.00

**CITY OF MANHATTAN BEACH
WARRANT REGISTER**

wr 16b

WARRANT BATCH NUMBER:

CHECK NO.	DATE	TYPE	PAYEE NAME	PAYMENT DESCRIPTION	CHECK AMOUNT
527640	2/2/2017	N	GARDA CL WEST INC	ARMORED SERVICE	534.64
527641	2/2/2017	N	GEOSYNTEC CONSULTANTS INC	3 YEAR PORFESSIONAL SERVICES AGREEMENT	68,069.39
527642	2/2/2017	N	JAN GLUSAC	CITATION REFUND	53.00
527643	2/2/2017	N	HERBERT GOSS	CITATION REFUND	53.00
527644	2/2/2017	N	GRANICUS	PORTABLE ENCODER MONTHLY SERVICE FEE	400.00
527645	2/2/2017	N	GRIFFITH AIR TOOL INC	TOWABLE AIR COMPRESSOR	21,424.33
527646	2/2/2017	N	HARRIS & ASSOCIATES INC	MANHATTAN BEACH BLVD RESURFACING	5,510.00
527647	2/2/2017	N	HARRIS & ASSOCIATES INC	3RD STREET ROADWAY IMPROVEMENTS	4,860.00
527648	2/2/2017	N	HARRIS & ASSOCIATES INC	OAK/REDONDO AVE & 11TH ST RESURFACING	2,580.00
527649	2/2/2017	N	HARRIS & ASSOCIATES INC	MANHATTAN BEACH BLVD TRAFFIC SIGNAL M	1,330.00
527650	2/2/2017	N	HOWROYD WRIGHT EMPLOYMT AGENCY	TEMPORARY EMPLOYEE SERVICES	3,115.60
527651	2/2/2017	N	INFOSEND INC	UB BILL/WEB PORTAL/BL	5,702.71
527652	2/2/2017	N	IPS GROUP INC	PARKING METER CC FEES	16,703.96
527653	2/2/2017	N	IPS GROUP INC	PARKING METER REPLACEMENT PARTS & LAB	3,175.50
527654	2/2/2017	N	IVA SOLUTIONS INC	SECURITY SYSTEMS REPAIR	533.19
527655	2/2/2017	N	JOAN STEIN JENKINS	PROSECUTION SERVICES	3,377.00
527656	2/2/2017	N	JOYCE KANEDA	PARKING METER REFUND	2.00
527657	2/2/2017	N	JASON KNICKERBOCKER	REIMBURSEMENT-TRAVEL EXPENSE	413.00
527658	2/2/2017	N	INGRID KRAUS	PARKS & RECREATION REFUND	95.00
527659	2/2/2017	N	L A COUNTY DEPT OF P W	TRAFFIC SERVICES	10,333.89
527660	2/2/2017	N	L A COUNTY DEPT OF P W	TRAFFIC SERVICES	348.29
527661	2/2/2017	N	L A COUNTY SHERIFFS DEPT	POLICE DEPT JAIL SUPPLIES	520.80

**CITY OF MANHATTAN BEACH
WARRANT REGISTER**

WARRANT BATCH NUMBER:

wr 16b

CHECK NO.	DATE	TYPE	PAYEE NAME	PAYMENT DESCRIPTION	CHECK AMOUNT
527662	2/2/2017	N	ROSEMARY A LACKOW	RECORDING SERVICES	118.75
527663	2/2/2017	N	LACPCA	REGISTRATION-LACPCA SPRING CONFERENCE	300.00
527664	2/2/2017	N	LAW OFFICES OF DONNA R EVANS	TRAINING SERVICES	22,116.25
527665	2/2/2017	N	ANDREA LIM	PARKING METER REFUND	1.50
527666	2/2/2017	N	CHRISTINA M LOPEZ	ICMA REFUND-LOAN OVERPAYMENT	20.47
527667	2/2/2017	N	MACHAN SIGN CO INC	REFUND TEMPORARY SIGN	301.00
527668	2/2/2017	N	MANAGEMENT EDUCATION GROUP INC	MANAGEMENT AND EMPLOYEE TRAINING	9,416.82
527669	2/2/2017	N	TERESA MANQUEROS	REIMBURSEMENT-TRAVEL EXPENSE	80.00
527670	2/2/2017	N	MARINE RESOURCES INC	TEMPORARY EMPLOYEE SERVICES	17,152.93
527671	2/2/2017	N	KATHLEEN C MCGOWAN	THREE YEAR MS4 NPDES PERMIT CONSULTING	13,470.00
527672	2/2/2017	N	MELAD AND ASSOCIATES INC	PLAN CHECK AND INSPECTION SERVICES	34,784.54
527673	2/2/2017	N	MERCHANTS LANDSCAPE SVCS INC	LANDSCAPE SERVICES EXTRAS	5,845.00
527674	2/2/2017	N	CYNTHIA MILLER	REFUND MONTHLY PARKING	27.00
527675	2/2/2017	N	BRUCE A MOE	REIMBURSEMENT-TRAVEL EXPENSE	293.39
527676	2/2/2017	N	MUTUAL LIQUID GAS & EQUIP	LIQUID GAS & EQUIPMENT	516.39
527677	2/2/2017	N	MWH AMERICAS INC	PECK RESERVOIR REPLACEMENT	45,871.53
527678	2/2/2017	N	MWH AMERICAS INC	PECK RESERVOIR REPLACEMENT	14,843.15
527679	2/2/2017	N	ONWARD ENGINEERING	CDBG CURB RAMPS CONSTRUCTION	3,940.00
527680	2/2/2017	N	PACIFIC COAST ELEVATOR CORP	ELEVATOR MAINTENANCE	4,073.24
527681	2/2/2017	N	PACIFIC UNIFIED INSURANCE	BOND INSURANCE	250.00
527682	2/2/2017	N	KATHLEEN PARALUSZ	PARKS & RECREATION REFUND	235.00
527683	2/2/2017	N	BEVERLY PASTERCZYK	CASH KEY REFUND	25.00

**CITY OF MANHATTAN BEACH
WARRANT REGISTER**

wr 16b

WARRANT BATCH NUMBER:

CHECK NO.	DATE	TYPE	PAYEE NAME	PAYMENT DESCRIPTION	CHECK AMOUNT
527684	2/2/2017	N	JANNA PAYNE	REIMBURSEMENT-TRAVEL EXPENSE	171.73
527685	2/2/2017	N	PROVIDENCE MEDICAL INSTITUTE	MEDICAL SERVICES	58.00
527686	2/2/2017	N	PRUDENTIAL OVERALL SUPPLY	UNIFORM & MAT RENTAL-DEC 2016	880.42
527687	2/2/2017	N	LORENA QUILLA-SOULES	CONTRACT SERVICES	2,340.00
527688	2/2/2017	N	PRIYA RAMACHANDRAN	CITATION REFUND	53.00
527689	2/2/2017	N	CHRISTINE RAWSON	CASH KEY REFUND	67.00
527690	2/2/2017	N	RELIANT IMMED CARE MED GRP INC	MEDICAL SERVICES	3,053.16
527691	2/2/2017	N	ARS RESCUE ROOTER	PLUMBING SERVICES	340.00
527692	2/2/2017	N	TANIS RHINES	PARKS & RECREATION REFUND	100.00
527693	2/2/2017	N	RIVERSIDE COUNTY SHERIFFS DEP	CANINE HANDLER UPDATE	177.00
527694	2/2/2017	N	ROYAL PLYWOOD CO LLC	18-08866C PLYWOOD SUPPLIES	238.36
527695	2/2/2017	N	RSB GROUP INC	STRAND STAIRS REHABILITATION	247,727.73
527696	2/2/2017	N	GABRIEL SALVATIERRA	REFUND RIGHT OF WAY DEPOSIT	496.00
527697	2/2/2017	N	MARIA SANGER	PARKING METER REFUND	2.00
527698	2/2/2017	N	SCHOOL OF DANCE & MUSIC	REFUND TEMP SIGN PERMIT	301.00
527699	2/2/2017	N	CALLY SCHWARTZ KALLENBERG	CERAMICS INSTRUCTOR	3,195.13
527700	2/2/2017	N	THOMAS SHIN	REFUND RIGHT OF WAY DEPOSIT	496.00
527701	2/2/2017	N	SIVIA SIMMONS	PARKING METER REFUND	0.75
527702	2/2/2017	N	SMART SOURCE OF CALIFORNIA LLC	PRINTING AND DIRECT MAILING SERVICES	742.77
527703	2/2/2017	N	STANDARD INSURANCE COMPANY	STD PREMIUMS	2,572.79
527704	2/2/2017	N	STANDARD INSURANCE COMPANY	LIFE AD&D LTD PREMIUMS	13,324.87
527705	2/2/2017	N	STANTEC CONSULTING INC	MARINE AVENUE PARK SKATE SPOT	3,632.24

**CITY OF MANHATTAN BEACH
WARRANT REGISTER**

wr 16b

WARRANT BATCH NUMBER:

CHECK NO.	DATE	TYPE	PAYEE NAME	PAYMENT DESCRIPTION	CHECK AMOUNT
527706	2/2/2017	N	STATE OF CALIFORNIA	CONTRACT SERVICES	1,502.00
527707	2/2/2017	N	STETSON ENGINEERS INC	URBAN WATER MANAGEMENT PLAN 2015 UPDA	696.14
527708	2/2/2017	N	STEWART JACKSON SPRINKLERS INC	BACKFLOW TESTING	1,826.00
527709	2/2/2017	N	SULLY MILLER CONTRACTING CO	ASPHALT/EMULSION	1,432.89
527710	2/2/2017	N	SUPERIOR COURT OF CA-CO OF LA	CITATION SURCHARGE-DEC 2016	46,903.90
527711	2/2/2017	N	SWRCB FEES	STATE WATER ANNUAL FEES	17,054.00
527712	2/2/2017	N	TEK PAYROLL TIME SYSTEMS INC	OFFICE EQUIPMENT MAINTENANCE	232.73
527713	2/2/2017	N	TERRELL LYNN THOMPSON	SENIOR YOGA INSTRUCTOR	1,827.00
527714	2/2/2017	N	THOMSON REUTERS-WEST PUBLISH	CONTRACT SERVICES	579.03
527715	2/2/2017	N	TIME WARNER CABLE INC	CABLE SERVICES	107.73
527716	2/2/2017	N	TITAN & CO	REFUND MAP DEPOSIT	500.00
527717	2/2/2017	N	TONY CAVES DEV INC	REFUND RIGHT OF WAY DEPOSIT	427.00
527718	2/2/2017	N	TOTAL ADMINISTRATION SVCS CORP	MONTHLY FEES	481.10
527719	2/2/2017	N	TRAFFIC MANAGEMENT INC	HOLIDAY FIREWORKS	5,257.50
527720	2/2/2017	N	TURBO DATA SYSTEMS INC	CITATION PROCESSING-DEC 2016	8,769.20
527721	2/2/2017	N	UNITED SITE SVCS OF CA INC	PORTABLE RESTROOMS/FENCING	74.32
527722	2/2/2017	N	US BANCORP CARD SERVICES INC	P-CARD CHARGES	103,034.59
527723	2/2/2017	N	US HEALTHWORKS MEDICAL GRP PC	MEDICAL SERVICES	121.00
527724	2/2/2017	N	VAN LINGEN BODY SHOP INC	TOWING AND VEHICLE STORAGE	131.00
527725	2/2/2017	N	JONATAN VASQUEZ RUELAS	D2 EXAM REGISTRATION	65.00
527726	2/2/2017	N	JAYNE VENTURA DEVENUTI	PARKS & RECREATION REFUND	27.50
527727	2/2/2017	N	VERIZON CALIFORNIA INC	CONTRACT SERVICES	871.91

**CITY OF MANHATTAN BEACH
WARRANT REGISTER**

WARRANT BATCH NUMBER:

wr 16b

CHECK NO.	DATE	TYPE	PAYEE NAME	PAYMENT DESCRIPTION	CHECK AMOUNT
527728	2/2/2017	N	MILAN VIDOVICH	PARKING METER REFUND	1.75
527729	2/2/2017	N	VISION SERVICE PLAN - (CA)	VISION PREMIUMS	4,073.97
527730	2/2/2017	N	VORTEX INDUSTRIES	INDUSTRIAL DOOR & ELECTRONIC GATE MAIN	207.00
527731	2/2/2017	N	WALTERS WHOLESale ELECTRIC CO	ELECTRICAL SUPPLIES	2,400.97
527732	2/2/2017	N	WASTE MANAGEMENT INC	DEC 2016 REFUSE	297,293.23
527733	2/2/2017	N	WEST BASIN MUNICIPAL WATER DJS	MONTHLY WATER PURCHASES	449,293.83
527734	2/2/2017	N	WW AND SON ELECTRIC	REFUND BUSINESS LIC DUPLICATE PAYMENT	362.36
527735	2/2/2017	N	XEROX CORPORATION	JOSLYN CENTER LEASE & MANAGED PRINT SV	4,980.92
527736	2/2/2017	N	AMBER ZIEGLER	CITATION REFUND	53.00
527737	2/2/2017	N	JOHN ZUCKERMAN	CITATION REFUND	338.00
SUBTOTAL					2,116,198.15
10243	1/30/2017	H	MARTIN & CHAPMAN CO	ELECTION SERVICES	7,600.00
SUBTOTAL					7,600.00
COMBINED TOTAL					2,123,798.15

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WARRANT BATCH NUMBER:

wr 16b

CHECK NO.	DATE	TYPE	PAYEE NAME	PAYMENT DESCRIPTION	CHECK AMOUNT
527598	2/2/2017	N	ADMINSURE INC	CLAIMS ADMINISTRATION	19,175.89
527599	2/2/2017	N	ADPI WEST INC	AMBULANCE BILLING SERVICES	9,267.10
527601	2/2/2017	N	ALL STATE POLICE EQUIPMENT CO	BALLISTIC HELMETS	19,114.99
527602	2/2/2017	N	ANDERSONPENNA PARTNERS INC	SEWER MAIN REHABILITATION PHASE 2	25,089.50
527603	2/2/2017	N	ANDERSONPENNA PARTNERS INC	ROUNDHOUSE MARINE/AQUAR 11/26-12/30	9,320.00
527606	2/2/2017	N	AT&T MOBILITY	CELLULAR CHARGES	5,920.70
527608	2/2/2017	N	BOUND TREE MEDICAL LLC	CONTROLLED INVENTORY LOCKER	11,138.22
527609	2/2/2017	N	BRIT WEST SOCCER INC	SOCCER INSTRUCTOR	4,294.50
527612	2/2/2017	N	CA NEWSPAPER PARTNERSHIP	ADVERTISING	4,900.00
527613	2/2/2017	N	CA NEWSPAPER PARTNERSHIP	ADVERTISING	2,665.00
527616	2/2/2017	N	CA PUBLIC EMPLOYEES'	MEDICAL PREMIUMS	351,208.17
527617	2/2/2017	N	CALPERS	REPLACEMENT BENEFIT FUND	5,249.04
527619	2/2/2017	N	CITY OF TORRANCE	AREA G DUES	8,603.00
527620	2/2/2017	N	CLEANSTREET	LANDSCAPE SERVICES EXTRAS	27,750.88
527624	2/2/2017	N	CROWN BLDG MAINTENANCE CO INC	JANITORIAL SERVICES EXTRAS	5,170.05
527627	2/2/2017	N	DELL MARKETING LP	19-00056C NET NEW PD DESKTOP-FORENSICS	3,608.44
527628	2/2/2017	N	DELTA DENTAL OF CALIFORNIA	DENTAL PREMIUMS	32,233.52
527635	2/2/2017	N	DUTHIE ELECTRIC SERVICES	AUXILIARY GENERATOR MAINTENANCE SERVI	3,000.00
527636	2/2/2017	N	ENVIRON ARCHITECTURE INC	TRAFFIC OFFICE ARCHITECTURAL PLAN	2,623.50
527641	2/2/2017	N	GEOSYNTEC CONSULTANTS INC	3 YEAR PORFESSIONAL SERVICES AGREEMENT	68,069.39
527645	2/2/2017	N	GRIFFITH AIR TOOL INC	TOWABLE AIR COMPRESSOR	21,424.33
527646	2/2/2017	N	HARRIS & ASSOCIATES INC	MANHATTAN BEACH BLVD RESURFACING	5,510.00

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CHECK NO.	DATE	TYPE	PAYEE NAME	PAYMENT DESCRIPTION	CHECK AMOUNT
527647	2/2/2017	N	HARRIS & ASSOCIATES INC	3RD STREET ROADWAY IMPROVEMENTS	4,860.00
527648	2/2/2017	N	HARRIS & ASSOCIATES INC	OAK/REDONDO AVE & 11TH ST RESURFACING	2,580.00
527650	2/2/2017	N	HOWROYD WRIGHT EMPLOYMT AGENCY	TEMPORARY EMPLOYEE SERVICES	3,115.60
527651	2/2/2017	N	INFOSEND INC	UB BILL/WEB PORTAL/BL	5,702.71
527652	2/2/2017	N	IPS GROUP INC	PARKING METER CC FEES	16,703.96
527653	2/2/2017	N	IPS GROUP INC	PARKING METER REPLACEMENT PARTS & LABI	3,175.50
527655	2/2/2017	N	JOAN STEIN JENKINS	PROSECUTION SERVICES	3,377.00
527659	2/2/2017	N	L A COUNTY DEPT OF P W	TRAFFIC SERVICES	10,333.89
527664	2/2/2017	N	LAW OFFICES OF DONNA R EVANS	TRAINING SERVICES	22,116.25
527668	2/2/2017	N	MANAGEMENT EDUCATION GROUP INC	MANAGEMENT AND EMPLOYEE TRAINING	9,416.82
527670	2/2/2017	N	MARINE RESOURCES INC	TEMPORARY EMPLOYEE SERVICES	17,152.93
527671	2/2/2017	N	KATHLEEN C MCGOWAN	THREE YEAR MS4 NPDES PERMIT CONSULTING	13,470.00
527672	2/2/2017	N	MELAD AND ASSOCIATES INC	PLAN CHECK AND INSPECTION SERVICES	34,784.54
527673	2/2/2017	N	MERCHANTS LANDSCAPE SVCS INC	LANDSCAPE SERVICES EXTRAS	5,845.00
527677	2/2/2017	N	MWH AMERICAS INC	PECK RESERVOIR REPLACEMENT	45,871.53
527678	2/2/2017	N	MWH AMERICAS INC	PECK RESERVOIR REPLACEMENT	14,843.15
527679	2/2/2017	N	ONWARD ENGINEERING	CDBG CURB RAMPS CONSTRUCTION	3,940.00
527680	2/2/2017	N	PACIFIC COAST ELEVATOR CORP	ELEVATOR MAINTENANCE	4,073.24
527690	2/2/2017	N	RELIANT IMMED CARE MED GRP INC	MEDICAL SERVICES	3,053.16
527695	2/2/2017	N	RSB GROUP INC	STRAND STAIRS REHABILITATION	247,727.73
527699	2/2/2017	N	CALLY SCHWARTZ KALLENBERG	CERAMICS INSTRUCTOR	3,195.13
527703	2/2/2017	N	STANDARD INSURANCE COMPANY	STD PREMIUMS	2,572.79

CITY OF MANHATTAN BEACH
WARRANT REGISTER
CHECKS EQUAL TO OR ABOVE
\$2,500.00

WARRANT BATCH NUMBER:

wr 16b

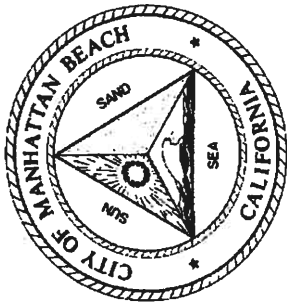
CHECK NO.	DATE	TYPE	PAYEE NAME	PAYMENT DESCRIPTION	CHECK AMOUNT
527704	2/2/2017	N	STANDARD INSURANCE COMPANY	LIFE AD&D LTD PREMIUMS	13,324.87
527705	2/2/2017	N	STANTEC CONSULTING INC	MARINE AVENUE PARK SKATE SPOT	3,632.24
527710	2/2/2017	N	SUPERIOR COURT OF CA-CO OF LA	CITATION SURCHARGE-DEC 2016	46,903.90
527711	2/2/2017	N	SWRCB FEES	STATE WATER ANNUAL FEES	17,054.00
527719	2/2/2017	N	TRAFFIC MANAGEMENT INC	HOLIDAY FIREWORKS	5,257.50
527720	2/2/2017	N	TURBO DATA SYSTEMS INC	CITATION PROCESSING-DEC 2016	8,769.20
527722	2/2/2017	N	US BANCORP CARD SERVICES INC	P-CARD CHARGES	103,034.59
527729	2/2/2017	N	VISION SERVICE PLAN - (CA)	VISION PREMIUMS	4,073.97
527732	2/2/2017	N	WASTE MANAGEMENT INC	DEC 2016 REFUSE	297,293.23
527733	2/2/2017	N	WEST BASIN MUNICIPAL WATER DIS	MONTHLY WATER PURCHASES	449,293.83
527735	2/2/2017	N	XEROX CORPORATION	JOSLYN CENTER LEASE & MANAGED PRINT SV	4,980.92
SUBTOTAL					2,076,865.40
10243	1/30/2017	H	MARTIN & CHAPMAN CO	ELECTION SERVICES	7,600.00
SUBTOTAL					7,600.00
COMBINED TOTAL					2,084,465.40

PAYMENT LEGEND:
T = Wire Transfers
N = System Printed Checks
H = Hand Written Checks

Report of Warrant Disbursements
wr 16b

Description	Amount
General	760,828.47
Street Light	9,554.66
Streets & Highways	9,325.02
Asset Forfeiture	21,738.49
Police Grant	3,608.44
Prop A	1,006.88
Measure R	6,190.00
Capital Improvements	284,438.04
Water	545,694.79
Storm	84,553.67
Waste Water	15,619.12
Refuse	297,931.11
Parking	32,453.39
County Parking Lot	1,987.84
State Pier Lots	16,265.36
Insurance	19,514.51
Information Services	1,047.69
Vehicle Fleet	2,138.82
Building Maintenance	9,901.85

2,123,798.15
2,123,798.15



City of Manhattan Beach

Investment Portfolio

January 2017

As Finance Director for the City of Manhattan Beach, I hereby certify that these investments are in compliance with the City's investment policy (unless otherwise noted). Sufficient liquidity has been maintained to meet budget expenditure requirements for the current six month period.



Bruce Moe, Director of Finance

CITY OF MANHATTAN BEACH
Portfolio Management
Portfolio Summary
January 1, 2017 through January 31, 2017

Investments	Par Value	Market Value	Book Value	% of Portfolio	Term	Days to Maturity	YTM 360 Equiv.	YTM 365 Equiv.
Investments	95,351,000.00	95,389,046.42	95,638,283.61	100.00%	1,008	588	1.220	1.236
LAIF	25,700,000.00	25,700,000.00	25,700,000.00	26.87	1	1	0.741	0.751
Certificates of Deposit - Bank	3,151,000.00	3,154,466.42	3,151,000.00	3.29	1,599	236	1.056	1.071
Medium Term Notes	16,500,000.00	16,573,480.00	16,630,329.02	17.39	1,203	731	1.481	1.502
Federal Agency Issues - Coupon	50,000,000.00	49,961,100.00	50,156,954.59	52.44	1,422	863	1.388	1.408
Investments	95,351,000.00	95,389,046.42	95,638,283.61	100.00%	1,008	588	1.220	1.236

Cash and Accrued Interest	January 31	Month Ending	Fiscal Year To Date
Passbook/Checking (not included in yield calculations)	2,638,404.58		2,638,404.58
Accrued Interest at Purchase		23,792.64	23,792.64
Subtotal		2,662,197.22	2,662,197.22
Total Cash and Investments	97,989,404.58	98,051,243.64	98,300,480.83

Total Earnings January 31 Month Ending 113,121.16 Fiscal Year To Date 729,092.67

Current Year

BRUCE A. MOE, FINANCE DIRECTOR

CITY OF MANHATTAN BEACH
Portfolio Management
Portfolio Details - Investments
January 31, 2017

CUSIP	Investment #	Issuer	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	S&P	YTM 365	Days to Maturity	Maturity Date
LAIF											
SY33000	3000	Local Agency Invest. Fund	07/01/2000	25,700,000.00	25,700,000.00	25,700,000.00	0.751		0.751	1	
		Subtotal and Average		25,700,000.00	25,700,000.00	25,700,000.00			0.751	1	
Certificates of Deposit - Bank											
06414QSU4	CD0034	Bank of North Carolina	02/14/2014	245,000.00	245,026.95	245,000.00	0.800		0.800	13	02/14/2017
2546703V2	CD0006	Discover Bank Greenwood Intere	02/15/2012	245,000.00	245,102.90	245,000.00	1.600		1.600	14	02/15/2017
22766AAD7	CD0035	CROSSFIRST BANK	02/19/2014	245,000.00	245,031.85	245,000.00	0.750		0.750	20	02/21/2017
90344LBS7	CD0020	USNY Bank	03/28/2013	245,000.00	245,036.75	245,000.00	0.750		0.750	86	04/28/2017
344030EQ0	CD0011	Flushing SVGS Bk NY	07/27/2012	245,000.00	245,504.70	245,000.00	1.100		1.100	176	07/27/2017
062649YAO	CD0014	Bank of Holland	08/29/2012	245,000.00	245,098.00	245,000.00	1.050		1.050	209	08/29/2017
88413QAH11	CD0037	THIRD FEDERAL SAVINGS & LOAN	02/21/2014	245,000.00	246,168.65	245,000.00	1.150		1.150	293	11/21/2017
856284J21	CD0018	State Bank of India	12/21/2012	245,000.00	245,575.75	245,000.00	1.200		1.200	323	12/21/2017
94768NJE5	CD0019	Webster Bank	12/26/2012	245,000.00	245,122.50	245,000.00	1.000		1.000	328	12/26/2017
17453FBG6	CD0036	CITIZENS DEPOSIT BANK	02/20/2014	211,000.00	211,078.07	211,000.00	1.300		1.300	384	02/20/2018
320844NW9	CD0038	FIRST MERT BANK	02/24/2014	245,000.00	246,291.15	245,000.00	1.300		1.300	390	02/26/2018
938828AA8	CD0023	Washington Federal	03/28/2013	245,000.00	244,796.65	245,000.00	1.000		1.000	420	03/28/2018
101120CZ4	CD0024	Boston Private Bank & Trust	04/04/2013	245,000.00	244,632.50	245,000.00	0.950		0.950	427	04/04/2018
		Subtotal and Average		3,151,000.00	3,154,466.42	3,151,000.00			1.071	236	
Money Market Fund											
SY3GMRA39907	GMRA39907	Union Bank of California	10/09/2008	0.00	0.00	0.00	0.350		0.350	1	
		Subtotal and Average		0.00	0.00	0.00			0.000	0	
Medium Term Notes											
037833BB5	MTN0078	APPLE INC	12/04/2015	1,000,000.00	1,000,200.00	1,001,850.00	0.900	AA+	0.770	100	05/12/2017
89233P6S0	MTN0069	Toyota Motor Corp	12/21/2012	1,000,000.00	1,000,200.00	1,005,100.00	1.250	AA-	1.140	246	10/05/2017
68369XAN5	MTN0074	ORACLE CORP	02/18/2014	1,000,000.00	1,000,350.00	994,650.00	1.200	A+	1.350	256	10/15/2017
166764AA8	MTN0076	CHEVRON CORP	06/23/2015	1,000,000.00	998,500.00	998,400.00	1.104	AA	1.170	307	12/05/2017
459200HK0	MTN0079	IBM Corporation	12/30/2015	1,000,000.00	999,690.00	997,240.00	1.250	AA-	1.383	372	02/08/2018
89236TCX1	MTN0082	TOYOTA MOTOR CREDIT	06/01/2016	1,000,000.00	996,790.00	1,001,450.00	1.200	AA-	1.120	429	04/06/2018
717081DG5	MTN0073	Pfizer Inc	12/27/2013	1,000,000.00	1,002,250.00	990,150.00	1.500	AA	1.730	499	06/15/2018
91324PCB6	MTN0088	United Healthcare Group Inc	12/28/2016	1,000,000.00	996,400.00	995,990.00	1.625	A+	1.810	772	03/15/2019
90331HMY6	MTN0081	US BANK NA OHIO	06/01/2016	1,000,000.00	990,790.00	999,710.00	1.400	AA-	1.410	814	04/26/2019
594918AC8	MTN0075	MICROSOFT CORP.	05/19/2015	1,000,000.00	1,061,600.00	1,062,655.61	4.200	AAA	1.783	850	06/01/2019
63254AAQ13	MTN0087	NATL AUSTRALIA BANK	12/28/2016	1,000,000.00	982,840.00	982,438.51	1.375	AA-	1.992	891	07/12/2019
7962G4D3	MTN0083	Gen elec Cap Corp	06/01/2016	1,000,000.00	1,103,310.00	1,118,604.90	6.000	AA+	1.720	917	08/07/2019

Portfolio CITY
CP
PM (PRF_PM2) 7.3.0

CITY OF MANHATTAN BEACH
Portfolio Management
Portfolio Details - Investments
January 31, 2017

CUSIP	Investment #	Issuer	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	S&P	YTM 365	Days to Maturity	Maturity Date
Medium Term Notes											
594918BN3	MTN0084	MICROSOFT CORP.	09/02/2016	1,000,000.00	985,180.00	999,710.00	1.100	AAA	1.110	918	08/08/2019
22160KAF2	MTN0080	COSTCO COMPANIES	12/30/2015	1,000,000.00	1,000,880.00	993,880.00	1.700	A+	1.861	1,047	12/15/2019
30231GAG7	MTN0077	EXXON MOBIL CORPORATION	08/21/2015	1,000,000.00	1,000,090.00	995,330.00	1.912	AAA	2.020	1,129	03/06/2020
904764AT4	MTN0086	UNILEVER CAPITAL	10/18/2016	500,000.00	480,800.00	495,980.00	1.375	A+	1.550	1,638	07/28/2021
191216BY5	MTN0085	COCA-COLA CO	10/18/2016	1,000,000.00	973,610.00	997,190.00	1.550	AA-	1.610	1,673	09/01/2021
				16,500,000.00	16,573,480.00	16,630,329.02				1,502	731
Subtotal and Average											

Federal Agency Issues - Coupon

880591EA6	FAC0247	Tennessee Valley Authority	05/27/2016	2,000,000.00	2,044,620.00	2,051,576.36	5.500	AA+	1.873	167	07/18/2017
3134G6G49	FAC0233	Federal Home Loan Mortgage	05/15/2015	3,000,000.00	3,001,950.00	3,004,242.00	0.800	AA+	0.736	188	08/08/2017
3134G7M37	FAC0237	Federal Home Loan Mortgage	08/19/2015	1,000,000.00	999,480.00	998,600.00	0.750	AA+	0.820	205	08/25/2017
3133ED2D3	FAC0228	FED FARM CR BK	11/04/2014	2,000,000.00	2,010,680.00	2,007,036.36	1.550	AA+	1.192	229	09/18/2017
3130A33J1	FAC0226	Federal Home Loan Bank	09/22/2014	3,000,000.00	3,009,180.00	3,001,740.00	1.200	AA+	1.180	230	09/19/2017
3137EADL0	FAC0242	Federal Home Loan Mortgage	10/26/2015	1,000,000.00	1,001,880.00	1,006,870.00	1.000	AA+	0.640	240	09/29/2017
3133EDE99	FAC0219	FED FARM CR BK	02/13/2014	2,000,000.00	2,004,800.00	2,002,720.79	1.340	AA+	1.208	331	12/29/2017
880591EC2	FAC0241	Tennessee Valley Authority	10/26/2015	1,000,000.00	1,039,700.00	1,044,764.97	4.500	AA+	0.977	424	04/01/2018
3130A6AE7	FAC0240	Federal Home Loan Bank	10/26/2015	1,000,000.00	999,400.00	1,005,240.00	1.125	AA+	0.940	590	09/14/2018
3135G0YM9	FAC0232	Fannie Mae	02/20/2015	2,000,000.00	2,023,480.00	2,020,910.28	1.875	AA+	1.318	594	09/18/2018
880591EQ1	FAC0220	Tennessee Valley Authority	05/29/2014	2,000,000.00	2,018,620.00	2,012,818.15	1.750	AA+	1.395	621	10/15/2018
3130A0CU2	FAC0217	Federal Home Loan Bank	11/21/2013	1,000,000.00	1,004,480.00	1,000,000.00	1.550	AA	1.550	658	11/21/2018
313376BR5	FAC0218	Federal Home Loan Bank	12/27/2013	1,000,000.00	1,008,800.00	998,570.00	1.750	AA+	1.780	681	12/14/2018
3135G0ZA4	FAC0221	Fannie Mae	05/29/2014	1,000,000.00	1,011,970.00	1,008,739.46	1.875	AA+	1.478	748	02/19/2019
3135G0ZA4	FAC0235	Fannie Mae	06/19/2015	2,000,000.00	2,023,940.00	2,023,058.35	1.875	AA+	1.370	748	02/19/2019
3133EDLR1	FAC0222	FED FARM CR BK	05/29/2014	2,000,000.00	2,011,700.00	2,005,237.23	1.650	AA+	1.542	833	05/15/2019
3137EADK2	FAC0224	Federal Home Loan Mortgage	08/01/2014	2,000,000.00	1,993,000.00	1,973,880.28	1.250	AA+	1.788	911	08/01/2019
3134G3P53	FAC0245	Federal Home Loan Mortgage	03/17/2016	1,000,000.00	1,012,090.00	1,017,003.26	2.000	AA+	1.364	980	10/09/2019
3135G0ZY2	FAC0231	Fannie Mae	02/20/2015	2,000,000.00	2,014,520.00	2,006,668.55	1.750	AA+	1.642	1,028	11/26/2019
3133EGW92	FAC0255	FED FARM CR BK	12/28/2016	1,000,000.00	999,090.00	997,682.00	1.500	AA+	1.580	1,051	12/19/2019
3133EEW55	FAC0236	FED FARM CR BK	06/19/2015	2,000,000.00	2,008,560.00	2,001,898.00	1.800	AA+	1.780	1,230	06/15/2020
3136G4EK5	FAC0254	Fannie Mae	10/28/2016	2,000,000.00	1,949,120.00	1,996,000.00	1.200	AA+	1.255	1,273	07/28/2020
3130A6DM6	FAC0239	Federal Home Loan Bank	09/18/2015	1,000,000.00	996,800.00	1,000,000.00	1.000	AA+	1.000	1,325	09/18/2020
3136G0X55	FAC0246	Fannie Mae	03/17/2016	1,000,000.00	989,790.00	995,550.00	1.500	AA+	1.600	1,367	10/30/2020
3134G9E52	FAC0250	Federal Home Loan Mortgage	07/05/2016	1,000,000.00	977,930.00	1,000,000.00	1.330	AA+	1.330	1,428	12/30/2020
3135G0J20	FAC0256	Fannie Mae	12/28/2016	1,000,000.00	983,790.00	977,148.55	1.375	AA+	1.917	1,486	02/26/2021
3130A8BQ5	FAC0248	Federal Home Loan Bank	06/15/2016	2,000,000.00	1,979,200.00	2,000,000.00	1.690	AA+	1.690	1,503	03/15/2021
3130A8NT6	FAC0251	Federal Home Loan Bank	07/13/2016	2,000,000.00	1,954,940.00	2,000,000.00	1.480	AA+	1.480	1,623	07/13/2021

Portfolio CITY
CP
PM (PRF_PM2) 7.3.0

CITY OF MANHATTAN BEACH
Portfolio Management
Portfolio Details - Investments
January 31, 2017

CUSIP	Investment #	Issuer	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	S&P	YTM 365	Days to Maturity	Maturity Date	
Federal Agency Issues - Coupon												
3136G36C4	FAC0252	Fannie Mae	09/29/2016	2,000,000.00	1,947,880.00	2,000,000.00	1.600	AA+	1.600	1,701	09/29/2021	
3133EGYB5	FAC0253	FED FARM CR BK	10/14/2016	2,000,000.00	1,939,320.00	1,999,000.00	1.540	AA+	1.550	1,714	10/12/2021	
3133EG2P9	FAC0257	FED FARM CR BK	12/29/2016	1,000,000.00	1,000,390.00	1,000,000.00	2.320	AA+	2.320	1,792	12/29/2021	
Subtotal and Average				50,000,000.00	49,961,100.00	50,156,954.59			1.408	863		
Total and Average				95,351,000.00	95,389,046.42	95,638,283.61			1.236	588		

CITY OF MANHATTAN BEACH
Portfolio Management
Portfolio Details - Cash
January 31, 2017

CUSIP	Investment #	Issuer	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	S&P	YTM 365	Days to Maturity
Money Market Fund										
SYS39903-39902	39901	UNION BANK	06/01/2003	2,638,404.58	2,638,404.58	2,638,404.58			0.000	1
			Accrued Interest at Purchase		23,792.64	23,792.64				1
			Subtotal		2,662,197.22	2,662,197.22				
			Total Cash and Investments	97,989,404.58	98,051,243.64	98,300,480.83			1.236	588

**City of Manhattan Beach
Investment Portfolio Summary
As of January 31, 2017**

PORTFOLIO PROFILE	Jan 31, 2017	Dec 31, 2016	Nov 30, 2016	Oct 31, 2016	Sep 30, 2016
Total Book Value (Excluding Trust Funds)	\$95,638,284	\$92,383,990	\$85,806,235	\$87,541,235	\$84,054,785
Increase/(Decrease) from Prior Period	3,254,294	6,577,755	(1,735,000)	3,486,450	(5,008,731)
Percentage Change	3.5%	7.7%	(2.0%)	4.1%	(5.6%)
Average Yield to Maturity (365 Days)	1.236%	1.254%	1.193%	1.179%	1.143%
Increase/(Decrease) from Prior Period	(0.017%)	0.061%	0.014%	0.036%	0.018%

PORTFOLIO ALLOCATIONS

By Security	Value (Par)	Percent	Par YTM	Time Horizon	Percent
LAIIF*	\$25,700,000	26.95%	0.751%	Next 12 months	48%
Certificates of Deposit	3,151,000	3.3%	1.071%	Months 13-24	13%
Medium Term Notes	16,500,000	17.3%	1.502%	Months 25-36	19%
Federal Agencies	50,000,000	52.4%	1.408%	Months 37-48	8%
Total	\$95,351,000	100.0%	1.236%	Total	100.0%

*LAIIF YTM as of January 31, 2017

RECENT ACTIVITY

Security	Date of Activity	Maturity Date	Purchase (Par)	Maturing/Call	YTM
FFCB - 1.5% Coupon	12/28/2016	12/19/2019	1,000,000		1.580%
FNMA - 1.375% Coupon	12/28/2016	2/26/2021	1,000,000		1.950%
MTN - 1.375% Coupon	12/28/2016	7/12/2019	1,000,000		2.090%
MTN - 1.625% Coupon	12/28/2016	3/15/2019	1,000,000		1.810%
FFCB - 2.32% Coupon	12/29/2016	12/29/2021	1,000,000		2.320%
Total Purchases			\$5,000,000		1.950%
Matured: FFCB - 0.72% Coupon	12/15/2016	12/15/2016		2,000,000	0.750%
Matured: MTN - 2.628% Coupon	12/15/2016	12/15/2016		500,000	1.256%
Matured: CD - 2.1% Coupon	12/29/2016	12/29/2016		245,000	2.100%
Matured: CD - 2.05% Coupon	1/5/2017	1/5/2017		245,000	2.050%
Matured: MTN - 1.9% Coupon	1/31/2017	1/31/2017		1,000,000	1.112%
Total Maturing/Calls				\$3,990,000	1.067%

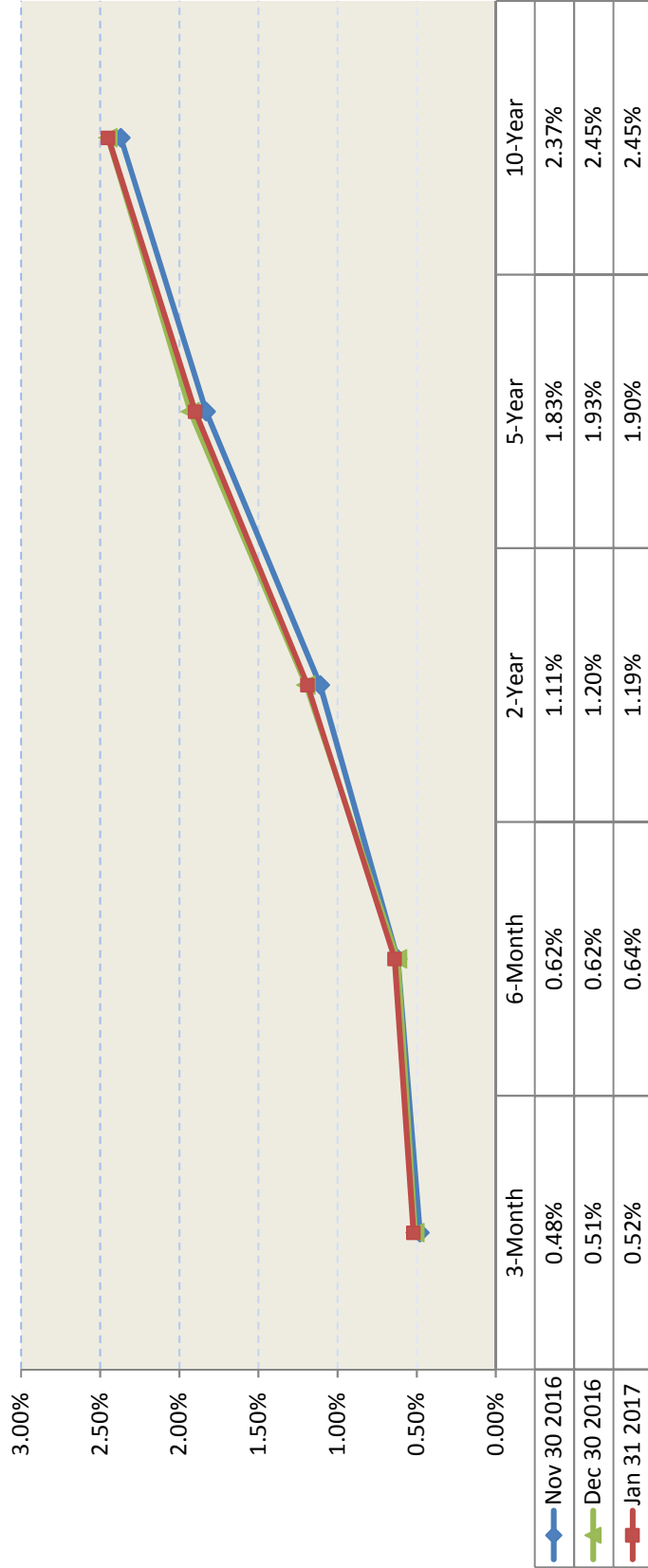
**City of Manhattan Beach
Investment Portfolio Summary
As of January 31, 2017**

PORTFOLIO FUNDS HELD IN TRUST	Value
Police/Fire Refund Delivery Cost	\$3
Marine Avenue	16,642
Meltox & Water/Wastewater Refunding	54
UUAD Assessment Funds	1,359,657
Total Funds Held in Trust	\$1,376,356

As of January 31, 2017

US Treasuries Yield Curve

www.treas.gov



CITY OF MANHATTAN BEACH
Portfolio Maturity Structure
 February 2017 through January 2022

HELD TO MATURITY
Rolling 60 Months

Mth	Mat.	YTM	Inv	Call	Amt	Mth	Mat.	YTM	Inv	Call	Amt	Mth	Mat.	YTM	Inv	Call	Amt												
Feb 17	2/14/17	0.8%	CD	nc	\$0.2M	Feb 18	2/20/18	1.30%	CD	nc	\$0.2M	Feb 19	2/19/19	1.48%	FNMA	nc	\$1.0M												
Feb 17	2/15/17	1.6%	CD	nc	\$0.2M	Feb 18	2/26/18	1.30%	CD	nc	\$0.2M	Feb 19	2/19/19	1.37%	FNMA	nc	\$2.0M												
Feb 17	2/21/17	0.8%	CD	nc	\$0.2M	Feb 18	2/8/18	1.38%	MTN	nc	\$1.0M	Mar 19	3/15/19	1.81%	MTN	MW: 10	\$1.0M												
Mar 17	4/28/17	0.8%	CD	nc	\$0.2M	Mar 18	3/28/18	1.00%	CD	nc	\$0.2M	Mar 19	3/15/19	1.81%	MTN	MW: 10	\$1.0M												
Apr 17	4/28/17	0.8%	CD	nc	\$0.2M	Apr 18	4/4/18	0.95%	CD	nc	\$0.2M	Apr 19	4/26/19	1.41%	MTN	3/26/19	\$1.0M												
Apr 17	4/28/17	0.8%	CD	nc	\$0.2M	Apr 18	4/1/18	0.98%	TVA	nc	\$1.0M	Apr 20																	
Apr 17	4/28/17	0.8%	CD	nc	\$0.2M	Apr 18	4/6/18	1.12%	MTN	nc	\$1.0M	Apr 20																	
May 17	5/12/17	0.8%	MTN	nc	\$1.0M	May 18						May 19	5/15/19	1.54%	FFCB	nc	\$2.0M												
Jun 17						Jun 18	6/15/18	1.73%	MTN	MW: 10	\$1.0M	Jun 19	6/1/19	1.78%	MTN	nc	\$1.0M												
Jul 17	7/27/17	1.1%	CD	nc	\$0.2M	Jul 18						Jul 19	7/12/19	1.99%	MTN	nc	\$1.0M												
Jul 17	7/18/17	1.9%	TVA	nc	\$2.0M	Aug 18						Aug 19	8/1/19	1.79%	FHLMC	nc	\$2.0M												
Aug 17	8/8/17	0.7%	FHLMC	nc	\$3.0M	Aug 18						Aug 19	8/7/19	1.72%	MTN	nc	\$1.0M												
Aug 17	8/25/17	0.8%	FHLMC	nc	\$1.0M	Aug 18						Aug 19	8/7/19	1.72%	MTN	nc	\$1.0M												
Aug 17	8/29/17	1.1%	CD	2/28/13	\$0.2M	Aug 18						Aug 19	8/8/19	1.11%	MTN	nc	\$1.0M												
Sep 17	9/18/17	1.2%	FFCB	nc	\$2.0M	Sep 18	9/18/18	1.32%	FNMA	nc	\$2.0M	Sep 19																	
Sep 17	9/19/17	1.2%	FHFB	nc	\$3.0M	Sep 18	9/14/18	0.94%	FHFB	nc	\$1.0M	Sep 19																	
Sep 17	9/29/17	0.6%	FHLMC	nc	\$1.0M	Sep 18						Sep 19																	
Oct 17	10/5/17	1.1%	MTN	12/21/12	\$1.0M	Oct 18	10/15/18	1.39%	TVA	nc	\$2.0M	Oct 19	10/9/19	1.36%	FHLMC	nc	\$1.0M												
Oct 17	10/15/17	1.4%	MTN	MW: 10	\$1.0M	Oct 18						Oct 19	10/9/19	1.36%	FHLMC	nc	\$1.0M												
Nov 17	11/21/17	1.2%	CD	nc	\$0.2M	Nov 18	11/21/18	1.55%	FHFB	nc	\$1.0M	Nov 19	11/26/19	1.64%	FNMA	nc	\$2.0M												
Dec 17	12/5/17	1.2%	MTN	MW: 7.5	\$1.0M	Dec 18	12/14/18	1.78%	FHFB	nc	\$1.0M	Dec 19	12/15/19	1.86%	MTN	nc	\$1.0M												
Dec 17	12/21/17	1.2%	CD	nc	\$0.2M	Dec 18						Dec 19	12/15/19	1.86%	MTN	nc	\$1.0M												
Dec 17	12/26/17	1.0%	CD	nc	\$0.2M	Dec 18						Dec 19	12/19/19	1.58%	FFCB	nc	\$1.0M												
Dec 17	12/29/17	1.2%	FFCB	nc	\$2.0M	Dec 18						Dec 19																	
Jan 18						Jan 19						Jan 20																	
Jan 18						Jan 19						Jan 20																	
Total By Year (excl LAIF)					\$20.21m	Total By Year (excl LAIF)					\$11.95m	Total By Year (excl LAIF)					\$18.00m	Total By Year (excl LAIF)					\$6.00m	Total By Year (excl LAIF)					\$11.50m
% of Total Securities (excl LAIF)					29%	% of Total Securities (excl LAIF)					17%	% of Total Securities (excl LAIF)					26%	% of Total Securities (excl LAIF)					11%	% of Total Securities (excl LAIF)					17%
% of Total Investments (incl LAIF)					48%	% of Total Investments (incl LAIF)					13%	% of Total Investments (incl LAIF)					19%	% of Total Investments (incl LAIF)					8%	% of Total Investments (incl LAIF)					12%

Total Securities	73%	\$69.7M
LAIF	27%	\$25.7M
Total Investments	100%	\$95.4M

Shaded rows indicate months with significant cash inflows.

**City of Manhattan Beach
Investment Policy Compliance Chart**

As of January 31, 2017

Instrument	% of Total	Dollar Compliance		Percentage Compliance	Term Compliance
		Limit	Compliant?		
Local Agency Investment Fund (LAIF)	27.0%	\$25,700,000	Yes	Temporary Suspension	
Certificates of Deposit					
Discover Bank (5649)	0.3%	\$245,000	Yes	5.0%	Yes
First Merit Bank (13675)	0.3%	245,000	Yes	5.0%	Yes
Flushing SB NY (16049)	0.3%	245,000	Yes	5.0%	Yes
Citizens Deposit Bk (16852)	0.2%	211,000	Yes	5.0%	Yes
Webster Bank (18221)	0.3%	245,000	Yes	5.0%	Yes
Boston Private Bank & Trust (24811)	0.3%	245,000	Yes	5.0%	Yes
Third Fed Svgs Bk (30012)	0.3%	245,000	Yes	5.0%	Yes
Washington Federal (30570)	0.3%	245,000	Yes	5.0%	Yes
Bank of NC (33527)	0.3%	245,000	Yes	5.0%	Yes
State Bank of India NY (33682)	0.3%	245,000	Yes	5.0%	Yes
Bank of Holland (34862)	0.3%	245,000	Yes	5.0%	Yes
USNY Bank (58541)	0.3%	245,000	Yes	5.0%	Yes
Crossfirst Bank (58648)	0.3%	245,000	Yes	5.0%	Yes
Total Certificates of Deposit (13)	3.3%	\$3,151,000	Yes	20.0%	Yes
Medium Term (Corporate) Notes					
Costco	1.0%	1,000,000	Yes	5.0%	Yes
Total Consumer Staples Sector	1.0%	\$1,000,000	Yes	10.0%	Yes
Coca-Cola	1.0%	1,000,000	Yes	5.0%	Yes
Unilever Capital	0.5%	500,000	Yes	5.0%	Yes
Total Consumer Goods Sector	1.6%	\$1,500,000	Yes	10.0%	Yes
Toyota Motor Credit	2.1%	2,000,000	Yes	5.0%	Yes
US Bank NA Ohio	1.0%	1,000,000	Yes	5.0%	Yes
National Australia Bank/New York	1.0%	1,000,000	Yes	5.0%	Yes
Total Financial Sector	4.2%	\$4,000,000	Yes	10.0%	Yes
Chevron	1.0%	1,000,000	Yes	5.0%	Yes
Exxon Mobil	1.0%	1,000,000	Yes	5.0%	Yes
Total Energy Sector	2.1%	\$2,000,000	Yes	10.0%	Yes
United Health Group Inc	1.0%	1,000,000	Yes	5.0%	Yes
Pfizer Inc	1.0%	1,000,000	Yes	5.0%	Yes
Total Healthcare Sector	2.1%	\$2,000,000	Yes	10.0%	Yes
GE Company	1.0%	1,000,000	Yes	5.0%	Yes
Total Industrials Sector	1.0%	\$1,000,000	Yes	10.0%	Yes
Apple Inc	1.0%	1,000,000	Yes	5.0%	Yes
Microsoft	2.1%	2,000,000	Yes	5.0%	Yes
Oracle	1.0%	1,000,000	Yes	5.0%	Yes
IBM	1.0%	1,000,000	Yes	5.0%	Yes
Total Technology Sector	5.2%	\$5,000,000	Yes	10.0%	Yes
Total Medium Term Notes (15)	17.3%	\$16,500,000	Yes	20.0%	Yes
Federal Agencies					
Federal Home Loan Bank (FHLB)	11.5%	\$11,000,000	Yes	33.3%	Yes
Federal Farm Credit (FFCB)	12.6%	12,000,000	Yes	33.3%	Yes
Fannie Mae (FNMA)	13.6%	13,000,000	Yes	33.3%	Yes
Freddie Mac (FHLMC)	9.4%	9,000,000	Yes	33.3%	Yes
Tenn Valley Authority (TVA)	5.2%	5,000,000	Yes	33.3%	Yes
Total Federal Agencies (20)	52.4%	\$50,000,000	Yes	60.0%	Yes
Total Portfolio	100.0%	\$95,351,000			

CITY OF MANHATTAN BEACH
January 31, 2017

<u>Investments</u>	Book Value
LAIF	\$25,700,000.00
Medium Term Notes	16,630,329.02
Federal Agency Issues-Coupon	50,156,954.59
Certificates of Deposit	3,151,000.00
Subtotal Investments	<u>95,638,283.61</u>
<u>Demand Deposit/Petty Cash</u>	
Cash in Bank	\$2,638,404.58
Petty Cash	2,542.42
Subtotal Demand Deposit	<u>2,640,947.00</u>
<u>Subtotal City Cash & Investments</u>	<u>98,279,230.61</u>
<u>Bond Funds Held in Trust</u>	
Police Fire Refund Delivery Cost	\$2.69
Marine	16,642.49
Metlox & Water/Wastewater Refunding	53.86
Utility Assessment Dist	1,359,657.30
Subtotal Bonds Held in Trust	<u>1,376,356.34</u>
Treasurer's Balance	<u>99,655,586.95</u>



**JOHN CHIANG
TREASURER
STATE OF CALIFORNIA**



PMIA Performance Report

Date	Daily Yield*	Quarter to Date Yield	Average Maturity (in days)
01/09/17	0.75	0.74	185
01/10/17	0.75	0.74	185
01/11/17	0.75	0.74	187
01/12/17	0.75	0.74	186
01/13/17	0.75	0.75	186
01/14/17	0.75	0.75	186
01/15/17	0.75	0.75	186
01/16/17	0.75	0.75	186
01/17/17	0.75	0.75	182
01/18/17	0.75	0.75	181
01/19/17	0.76	0.75	183
01/20/17	0.76	0.75	183
01/21/17	0.76	0.75	183
01/22/17	0.76	0.75	183
01/23/17	0.76	0.75	180
01/24/17	0.76	0.75	181
01/25/17	0.76	0.75	180
01/26/17	0.76	0.75	179
01/27/17	0.76	0.75	184
01/28/17	0.76	0.75	184
01/29/17	0.76	0.75	184
01/30/17	0.76	0.75	181
01/31/17	0.76	0.75	180
02/01/17	0.77	0.75	188
02/02/17	0.77	0.75	193
02/03/17	0.77	0.75	194
02/04/17	0.77	0.75	194
02/05/17	0.77	0.76	194
02/06/17	0.77	0.76	194
02/07/17	0.77	0.76	194
02/08/17	0.77	0.76	194

*Daily yield does not reflect capital gains or losses

[View Prior Month Daily Rates](#)

LAIF Performance Report

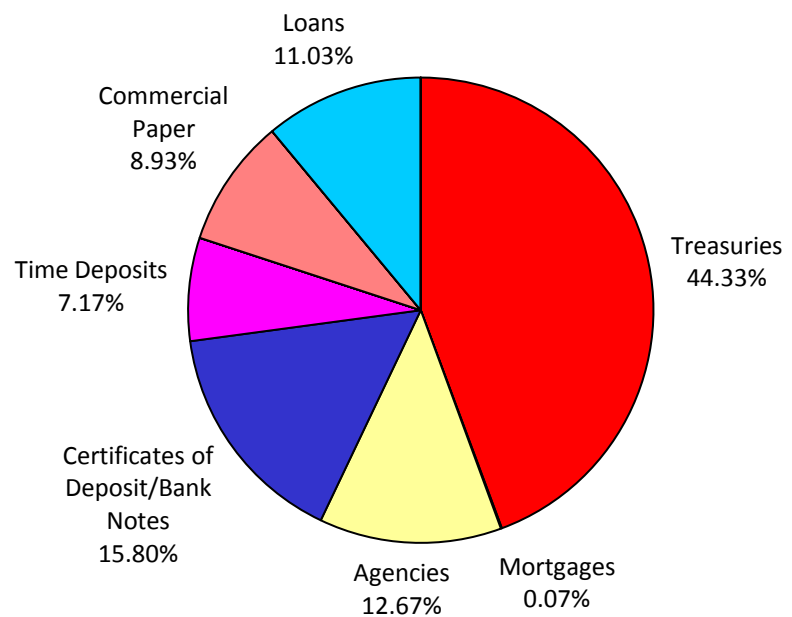
Quarter Ending 12/31/16

Apportionment Rate: 0.68%
 Earnings Ratio: 0.00001851848158529
 Fair Value Factor: 0.999423823
 Daily: 0.74%
 Quarter to Date: 0.68%
 Average Life: 171

PMIA Average Monthly Effective Yields

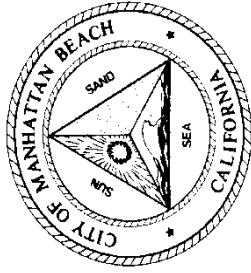
Jan 2017 0.751%
 Dec 2016 0.719%
 Nov 2016 0.678%

**Pooled Money Investment Account
Portfolio Composition
12/31/16
\$73.7 billion**



Based on data available as of 2/8/2017

City of Manhattan Beach



Month End Report January 2017 Fiscal Year 2016-2017

General Fund Expenditures By Department

	Annual Budget	Current Month	YTD Expend.	YTD Encumb.	Available Budget	Percent Utilized*
11 Management Services	4,342,097	355,472	2,495,400	34,671	1,812,027	58.27
12 Finance	3,954,288	264,422	1,827,314	62,943	2,064,030	47.80
13 Human Resources	1,302,092	79,633	584,260	21,500	696,332	46.52
14 Parks and Recreation	8,257,629	530,849	4,503,697	-	3,753,932	54.54
15 Police	25,996,684	2,050,377	14,507,948	5,400	11,483,336	55.83
16 Fire	12,370,241	960,770	6,668,023	61,166	5,641,051	54.40
17 Community Development	4,787,312	380,881	2,281,044	184,382	2,321,886	51.50
18 Public Works	6,702,159	498,758	3,546,249	22,287	3,133,623	53.24
19 Information Technology	360,519	19,359	184,026	27,758	148,735	58.74
100 General Fund	68,073,020	5,140,522	36,597,961	420,108	31,054,951	54.38

*Percent Utilized includes YTD encumbrances.

City of Manhattan Beach
Fiscal Year 2017 Statement of Revenues & Expenditures
January 31, 2017

% of Year
58.3%

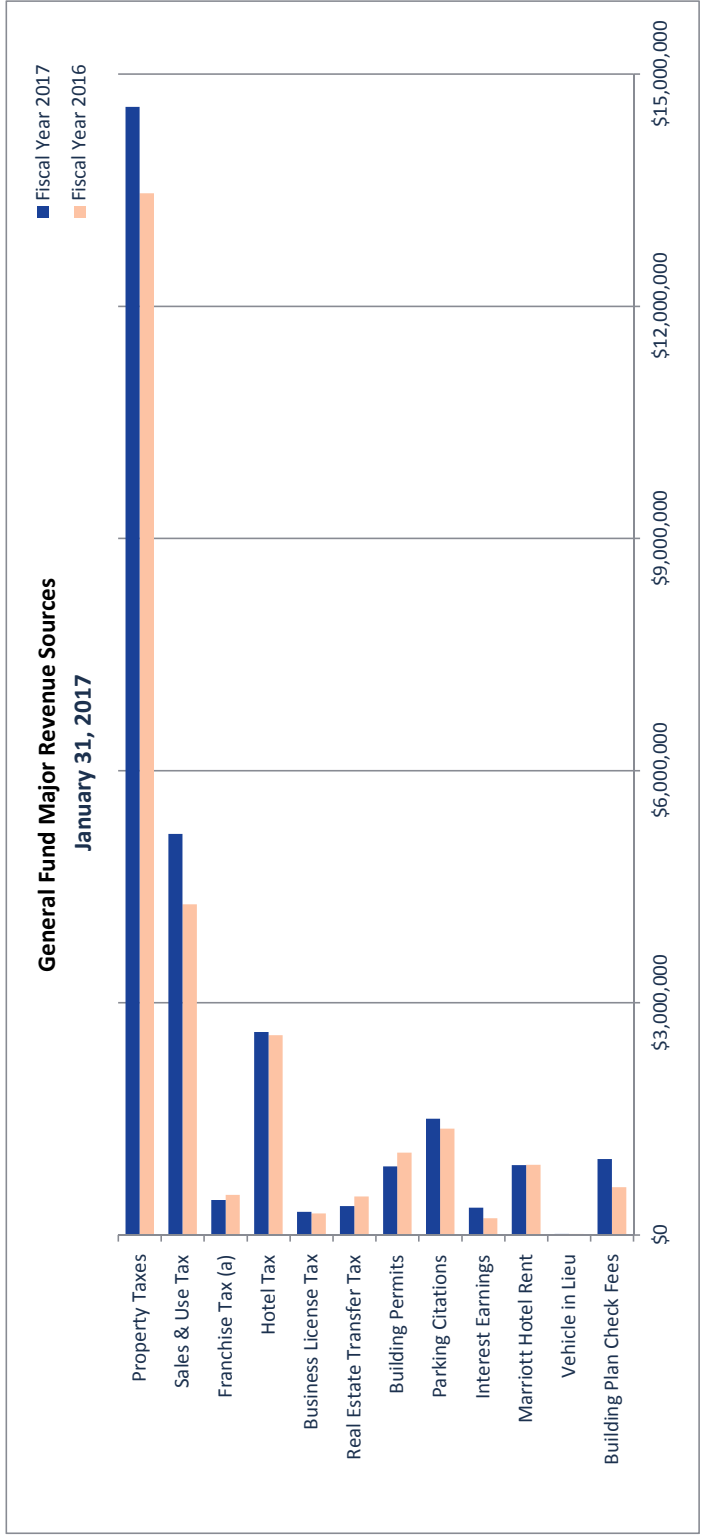
		Current Year Activity						
<u>Fund Title</u>	<u>Fund No.</u>	<u>Budgeted Revenue</u>	<u>YTD Revenues</u>	<u>% Realized</u>	<u>Budgeted Expenditures</u>	<u>YTD Expenditures</u>	<u>% Expended</u>	
General Fund	100	\$67,822,465	\$35,985,428	53.1%	\$68,073,020	\$36,597,961	53.8%	
Street Lighting & Landscaping Fund	201	396,134	149,055	37.6%	607,047	302,807	49.9%	
Gas Tax Fund	205	2,732,411	402,908	14.7%	6,426,475	437,233	6.8%	
Asset Forfeiture	210	58,300	20,381	35.0%	231,196	104,047	45.0%	
Police Safety Grants	211	101,400	114,897	113.3%	105,000	19,863	18.9%	
Federal & State Grants	220	-	-	n/a	-	-	n/a	
Prop A Fund	230	680,260	376,294	55.3%	879,828	488,209	55.5%	
Prop C Fund	231	17,707,237	312,181	1.8%	20,724,561	118,418	0.6%	
AB 2766 Fund	232	72,897	11,164	15.3%	11,300	7,285	64.5%	
Measure R	233	421,111	204,987	48.7%	1,638,089	58,187	3.6%	
Capital Improvements Fund	401	4,654,936	1,264,953	27.2%	12,039,822	1,276,699	10.6%	
Underground Assessment District Construction	403	1,800	107	6.0%	-	-	n/a	
Water Fund	501	14,897,000	9,236,545	62.0%	18,190,812	5,622,050	30.9%	
Storm Drain Fund	502	354,300	127,303	35.9%	2,207,064	346,354	15.7%	
Wastewater Fund	503	3,358,500	2,028,480	60.4%	3,307,003	1,237,334	37.4%	
Refuse Fund	510	4,282,562	2,432,069	56.8%	4,291,558	1,729,539	40.3%	
Parking Fund	520	2,593,000	1,349,013	52.0%	3,349,626	1,626,057	48.5%	
County Parking Lots Fund	521	798,500	445,347	55.8%	611,997	122,489	20.0%	
State Pier & Parking Lot Fund	522	609,600	356,757	58.5%	1,256,249	369,506	29.4%	
Insurance Reserve Fund	601	6,869,640	4,181,396	60.9%	6,555,285	4,665,778	71.2%	
Information Systems Reserve Fund	605	2,293,140	1,337,665	58.3%	2,768,564	1,030,614	37.2%	
Fleet Management Fund	610	2,232,420	1,156,779	51.8%	2,604,432	920,688	35.4%	
Building Maintenance & Operation Fund	615	1,858,135	875,600	47.1%	1,869,883	871,876	46.6%	
Special Assessment Debt Service	710	965,000	416,397	43.1%	944,261	775,550	82.1%	
City Pension Fund	801	173,000	(2,470)	-1.4%	233,400	128,565	55.1%	
		\$135,933,748	\$62,783,236	46.2%	\$158,926,470	\$58,857,109	37.0%	

City of Manhattan Beach
Fiscal Year 2017 General Fund Major Revenue Trends
January 31, 2017

Percent of Year
58.3%

Fund No.	Major Revenue Accounts	Year-To-Date Actuals					2017	FY 2017	
		2012	2013	2014	2015	2016		Adj Budget	Realized
100	Property Taxes	10,540,797	11,126,910	11,822,228	12,492,331	13,461,874	14,576,528	27,822,060	52.39%
100	Sales & Use Tax	4,932,981	5,297,463	5,314,990	5,203,446	4,272,597	5,163,912	9,300,000	55.74%
100	Franchise Tax (a)	456,174	488,959	510,705	593,209	518,617	451,606	1,525,000	29.61%
100	Hotel Tax	1,582,807	1,956,929	2,114,606	2,359,274	2,582,772	2,625,179	4,500,000	58.34%
100	Business License Tax	248,425	245,408	257,048	304,894	280,529	300,001	3,525,000	8.51%
100	Real Estate Transfer Tax	293,325	340,301	332,078	452,865	499,114	376,469	850,000	44.29%
100	Building Permits	462,977	482,407	596,112	724,606	1,064,894	888,851	1,938,000	45.86%
100	Parking Citations	1,642,412	1,345,846	1,394,754	1,441,495	1,374,943	1,502,039	2,586,000	58.08%
100	Interest Earnings	349,723	382,255	330,131	250,899	217,503	353,625	490,000	72.17%
100	Marriott Hotel Rent	542,848	599,378	898,523	1,016,291	907,403	903,306	1,600,000	56.46%
100	Vehicle in Lieu	95,915	18,887	15,631	15,099	14,430	15,812	-	-
100	Building Plan Check Fees	534,360	596,008	766,168	778,725	619,056	980,685	1,267,000	77.40%
	Total Major Revenue Accounts	21,682,744	22,880,751	24,352,975	25,633,134	25,813,734	28,158,015	55,403,060	50.82%
	Over/(Under) Prior Year		1,198,007	1,472,224	1,280,158	180,600	2,344,281		
	Percent Change From Prior Year		5.53%	6.43%	5.26%	0.70%	9.08%		

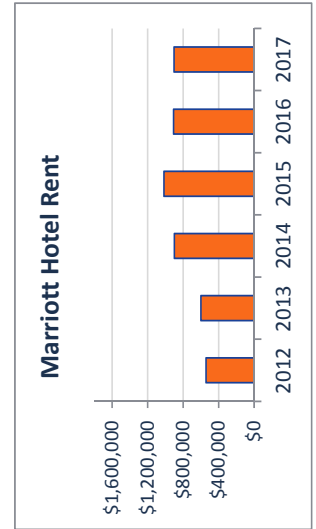
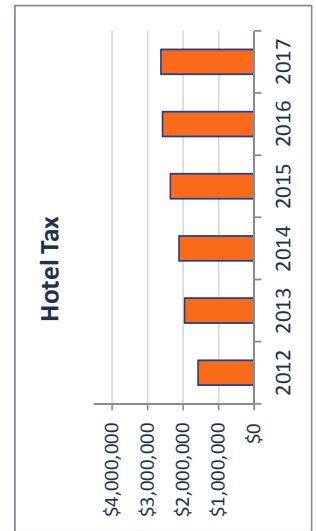
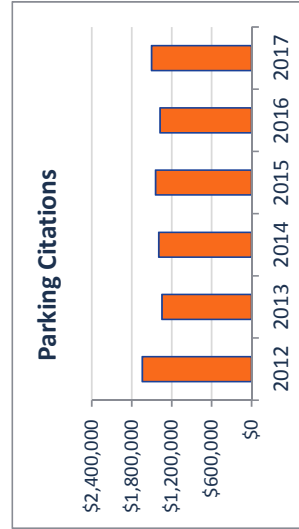
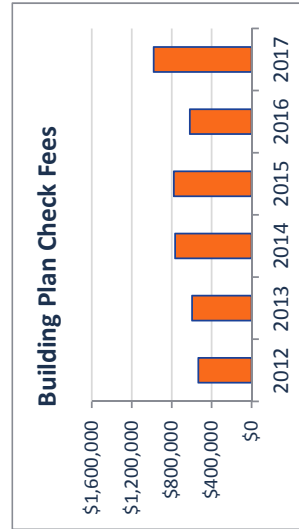
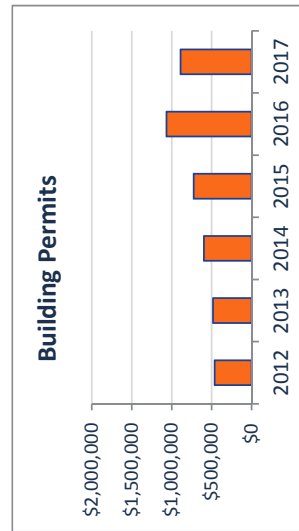
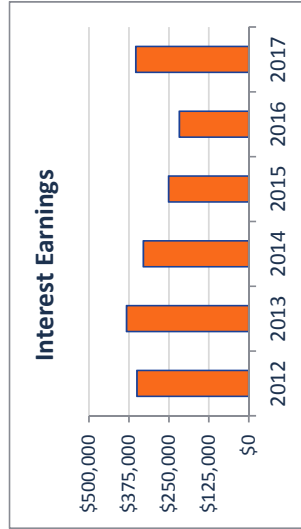
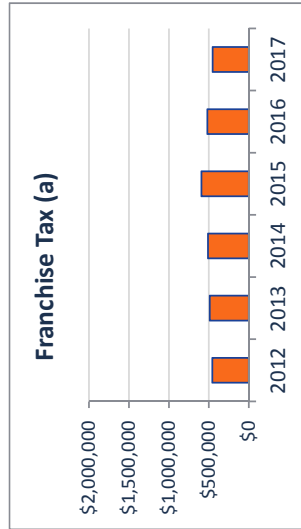
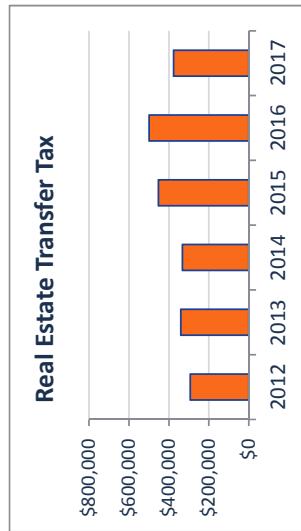
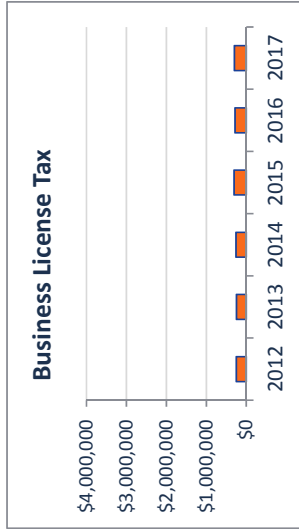
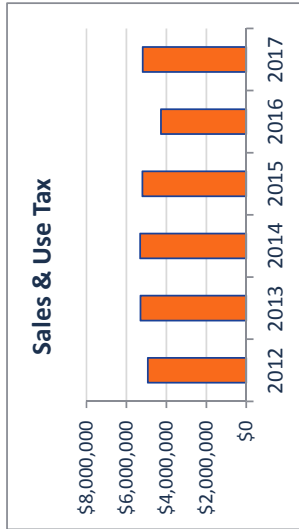
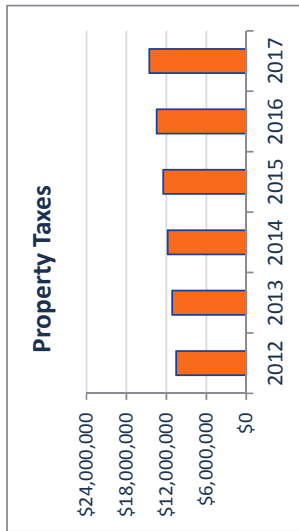
Other Revenues	7,098,599	6,439,916	7,231,770	7,911,938	7,405,421	7,827,413	12,419,405	63.03%
Total General Fund Revenues	28,781,343	29,320,667	31,584,745	33,545,071	33,219,155	35,985,428	67,822,465	53.06%



(a) The structure of payments for some of the franchise fees has changed resulting in lower initial revenues at the beginning of the fiscal year as compared to prior years. This revenue will self adjust throughout the year to better align with prior full-year numbers.

**City of Manhattan Beach
Fiscal Year-To-Date General Fund Trends
Through January Year-Over-Year**

**Percent of Year
58.3%**



(a) The structure of payments for some of the franchise fees has changed resulting in lower initial revenues at the beginning of the fiscal year as compared to prior years. This revenue will self adjust throughout the year to better align with prior full-year numbers.

Agenda Date: 3/8/2017

TO:

Honorable Mayor and Members of the City Council

THROUGH:

Mark Danaj, City Manager

FROM:

Liza Tamura, City Clerk

SUBJECT:

City Council Minutes:

This Item Contains Minutes of the following City Council Meeting:

- a) City Council Adjourned Regular Meeting - Closed Session Minutes of February 21, 2017
- b) City Council Regular Meeting Minutes of February 21, 2017
(City Clerk Tamura).

APPROVE

RECOMMENDATION:

The attached minutes are for information only:

Attachments:

- 1. City Council Adjourned Regular Meeting - Closed Session Minutes of February 21, 2017
- 2. City Council Regular Meeting Minutes of February 21, 2017

City of Manhattan Beach

1400 Highland Avenue
Manhattan Beach, CA 90266



Meeting Minutes - Draft

Tuesday, February 21, 2017

5:00 PM

Closed Session

City Council Chambers

City Council Adjourned Regular Meeting

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

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. CALL MEETING TO ORDER

At 5:00 PM, Mayor Lesser called the meeting to order.

B. PLEDGE TO THE FLAG

Mayor Lesser led the Pledge of Allegiance.

C. ROLL CALL

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

D. CERTIFICATION OF MEETING NOTICE AND AGENDA POSTING

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

E. PUBLIC COMMENTS (3 MINUTES PER PERSON PER ITEM)

None.

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

At 5:02 PM, City Attorney Quinn Barrow announced the following Closed Session.

**I. CONFERENCE WITH LEGAL COUNSEL (EXISTING LITIGATION)
(Government Code Section 54956.9(d)(1))**

**Name of Case: Armato v Paunovich and City of Manhattan Beach
California Court of Appeals, Second Appellate District
Case Number: B2677347**

**II. CONFERENCE WITH LEGAL COUNSEL (EXISTING LITIGATION)
(Government Code Section 54956.9(d)(1))**

**Name of Case: Cardenas, Sr. v City of Manhattan Beach
United States District Court
Case Number: 2:15-cv-1469-JPR**

G. RECESS INTO CLOSED SESSION

At 5:03 PM, Mayor Lesser announced that City Council would recess into Closed Session.

H. RECONVENE INTO OPEN SESSION

At 6:02 PM, the City Council reconvened into Open Session with all Councilmembers present.

I. CLOSED SESSION ANNOUNCEMENT IN OPEN SESSION

City Attorney Quinn Barrow announced that Council gave direction with respect to both matters.

J. ADJOURNMENT

At 6:02 PM Mayor Lesser adjourned the meeting.

Martha Alvarez
Recording Secretary

David Lesser
Mayor

ATTEST:

Liza Tamura
City Clerk

City of Manhattan Beach

1400 Highland Avenue
Manhattan Beach, CA 90266



Meeting Minutes - Draft

Tuesday, February 21, 2017

6:00 PM

Regular Meeting

City Council Chambers

City Council Regular Meeting

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

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

Mayor Lesser led the Pledge of Allegiance.

B. ROLL CALL

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

C. CEREMONIAL CALENDAR

None.

D. CERTIFICATION OF MEETING NOTICE AND AGENDA POSTING

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

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

Mayor Lesser pulled Item No. 4 (Roundhouse Aquarium) from the Consent Calendar and moved it to the first item of Section M. Old Business before Item No.9.

Councilmember Burton requested advancing Item No. 10 before Item No. 9 and after the Roundhouse Item.

Councilmember Burton requested moving Item No. 1 (Agreement with Manhattan Beach Mid-Management Employees Association) but there was not City Council consensus.

Councilmember Powell pulled Item No. 2 (Office Supplies from Office Depot) from the Consent Calendar and moved it to the last item in Section N. New Business.

A motion was made by Councilmember Burton, seconded by Councilmember Powell, to approve the agenda as amended. The motion carried by the following vote:

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

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

There were no community announcements.

Councilmember Powell announced that the "Why I ♥ MB Art Competition" is in progress and referenced an opening reception on Friday, February 24, 2107, from 5-7 PM in City Hall.

Mayor Lesser announced that he will commence his monthly meetings, open to the public, beginning in April.

G. CITY MANAGER REPORT

City Manager Mark Danaj introduced Public Works Director Stephanie Katsouleas.

Public Works Director Katsouleas provided a storm update.

Management Analyst George Gabriel provided an election update.

Economic Vitality Manager Andy Sywak provided an update re the Downtowner, a free ride hailing service using a smart phone.

City Manager Danaj announced that the Gelsons Project has been continued to the March 22, 2017, Planning Commission Meeting and further added that he attended a City Managers' Reception hosted by Los Angeles County Supervisor Janice Hahn with County Department Heads.

City Manager Danaj responded to City Council questions.

H. CITY ATTORNEY REPORT

None.

I. PUBLIC COMMENTS (3 MINUTES PER PERSON FOR ONE ITEM, A MAXIMUM OF 6 MINUTES IF A SPEAKER WANTS TO COMMENT ON MORE THAN ONE ITEM)

Melissa McCollum, Manhattan Beach Library, provided information on upcoming events.

Avigal Horrow, 1736 Family Crisis Center, requested that the City Council pass a resolution in support of Measure H.

Jane Guthrie, Chair of the Manhattan Beach Conservancy, spoke on the renovation of the Roundhouse.

Dennis Zane spoke in favor of Measure H.

Chris Cagle, South Bay Workforce Investment Board, distributed the quarterly report.

Carol Perrin spoke on the Downtowner and the DSP(Downtown Specific Plan).

Tom Nordberg spoke in favor of the License Plate Readers.

Sona Coffee, Environmental Programs Manager, announced that she is leaving the City of Manhattan Beach, thanked the City Council for mentorship and leadership and acknowledged the community.

Craig Cadwallader, thanked Environmental Programs Manager Sona Coffe and asked the City Council to continue with environmental leadership.

Bill Victor, asked about the next candidates forum and commented on the Mayor's State of the City Address.

Mayor Pro Tem Howorth announced that the next candidates forum is Friday, February 24, 2017, at Mira Costa High School. She further added that the South Bay Cities Council of Governments (SBCCOG) is holding a General Assembly this Friday.

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

None.

K. CONSENT CALENDAR (APPROVE)

City Clerk Liza Tamura stated that there was an amendment provided for the February 7, 2017, minutes changing the maker of the motion in the reorganization.

A motion was made by Councilmember Burton , seconded by Councilmember D'Errico, to approve the Consent Calendar Item Nos. 1-7 as amended and moving Item No. 4 (Roundhouse Aquarium) from the Consent Calendar to the first item of Section M. Old Business before Item No. 9, advancing Item No. 10 (License Plate Reader) before Item No. 9, and moving Item No. 2 (Office Supplies from Office Depot) from the Consent Calendar to the last item in Section N. New Business. The motion carried by the following vote:

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

1. Settlement and Release with The Dentists Insurance Company (City Attorney Barrow and Human Resources Director Zadroga-Haase). [17-0011](#)
APPROVE
The recommendation for this item was approved on the Consent Calendar.

2. Authorize the Purchase of Office Supplies from Office Depot for Three Years (Estimated Annual Cost: \$100,000) (Finance Director Moe). [RES 17-0023](#)
ADOPT RESOLUTION
This item was moved to the last item in Section N. New Business.

3. Resolutions Amending the Current Taxicab Franchise Agreements for: All Yellow Taxi, Inc., Bell Cab Company, Inc., United Independent Taxi Drivers, Inc. and Yellow Cab of South Bay Cooperative Inc. (Finance Director Moe). [17-0063](#)
ADOPT RESOLUTIONS
The recommendation for this item was approved on the Consent Calendar.

4. Resolution Awarding Professional Services Agreement with Cambridge 7 Associates for Roundhouse Aquarium Design Services and a Resolution Approving Contract Amendment No. 2 with Nonzero Architecture Services to Complete Design Documents for the Pier Improvements and Roundhouse Exterior Improvements (Public Works Director Katsouleas). [17-0081](#)
ADOPT RESOLUTIONS
This item was moved to the first item in Section M. Old Business.

5. Resolution Awarding a Construction Contract to Excel Paving Company for the Pier Bollard Replacement Project in an Amount Not-to-Exceed \$144,949.00 and appropriate \$195,000 from the State Pier and Parking Lot Fund (Public Works Director Katsouleas). [RES 17-0012](#)
ADOPT RESOLUTION AND APPROPRIATE
The recommendation for this item was approved on the Consent Calendar.

6. Financial Report: [17-0010](#)
Schedules of Demands: January 19, 2017 (Finance Director Moe).
ACCEPT REPORT AND DEMANDS
The recommendation for this item was approved on the Consent Calendar.

- 7. City Council Minutes: [17-0047](#)
 This Item Contains Minutes of the following City Council Meetings:
 a) City Council Special Meeting - Closed Session Minutes of February 7, 2017
 b) City Council Regular Meeting Minutes of February 7, 2017 (City Clerk Tamura).

APPROVE

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

L. PUBLIC HEARINGS (2 MINUTES PER PERSON)

- 8. Renewal of the North Manhattan Beach Business Improvement District and Approval of Assessments for Fiscal Year 2017-2018 (Economic Vitality Manager Sywak). [RES 17-0004](#)

CONDUCT PUBLIC HEARING, ADOPT RESOLUTION AND RATIFY 2017 BUSINESS IMPROVEMENT DISTRICT ADVISORY BOARD MEMBERS

Mayor Lesser introduced the item and Economic Vitality Manager Andy Swyak provided the staff presentation and responded to City Council questions.

Mayor Lesser opened the public hearing.

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

A motion was made by Councilmember Burton, seconded by Councilmember Powell, to adopt Resolution No. 17-0004 (Renewal of the North Manhattan Beach Improvement District) and ratify the 2017 Business Improvement District Advisory Board Members. The motion carried by the following vote:

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

M. OLD BUSINESS

- 4. Resolution Awarding Professional Services Agreement with Cambridge 7 Associates for Roundhouse Aquarium Design Services and a Resolution Approving Contract Amendment No. 2 with Nonzero Architecture Services to Complete Design Documents for the Pier Improvements and Roundhouse Exterior Improvements (Public Works Director Katsouleas). [17-0081](#)

ADOPT RESOLUTIONS

Item No. 4 was removed from the Consent Calendar and taken out of order and heard after Item No. 8.

Mayor Lesser introduced the item and Public Works Director Stephanie Kasouleas introduced Anderson Penna Partners Vice President of Construction Projects Dino D'Emilia.

Anderson Penna Partners Vice President of Construction Projects D'Emilia provided the PowerPoint presentation providing a brief history, explanation of the Tri-Party scope of work, and review of the proposed project timeline.

Anderson Penna Partners Vice President of Construction Projects D'emilia responded to City Council questions.

Mayor Lesser opened the floor to public comment.

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

A motion was made by Councilmember Burton, seconded by Councilmember D'Errico, to adopt Resolution Nos. 17-0013 and 17-0021 awarding a professional services agreement for \$395,000 to Cambridge 7 Associates and approving a Contract Amendment No. 2 with Nonzero Architecture in the amount of \$21,000. The motion carried by the following vote:

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

- 10. Resolution Awarding a Contract to Vigilant Solutions for License Plate Reader (LPR) Cameras and Installation in the Amount of \$275,263.80 (Police Chief Irvine and Information Technology Director Taylor).

[RES 17-0022](#)

ADOPT RESOLUTION

Item No. 10 was taken out of order and heard after Item No. 4, before Item No.9.

Mayor Lesser introduced the item and Police Chief Eve Irvine provided the staff presentation.

Police Chief Irvine responded to City Council questions.

Mayor Lesser opened the floor to public comment.

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

A motion was made by Councilmember Burton, seconded by Councilmember Powell, to waive purchasing procedures per Municipal Code Section 2.36.140 and adopt Resolution No. 17-0022 to award a contract to Vigilant Solutions for License Plate Reader (LPR) Cameras and installation in the amount of \$275,263.80. The motion carried by the following vote:

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

At 7:20 PM City Council recessed and reconvened at 7:26 PM with all Councilmembers present.

9. Presentation of Final Downtown Specific Plan Prior to Transmittal to California Coastal Commission (Interim Community Development Director McIntosh).

[17-0041](#)

RECEIVE AND FILE

Mayor Lesser introduced the item and Councilmember D'Errico recused himself due to the fact that he has two businesses in the downtown area.

City Attorney Quinn Barrow provided a brief summary of the item and pointed out the errata sheet for City Council consideration.

Senior Management Analyst Nhung Madrid provided the PowerPoint presentation and noted the correction in Chapter 2.2 Historic Context to the spelling of the words "beach and wharf".

Mayor Lesser opened the floor to public comment.

Tami Zamrazil supports the Downtown Specific Plan, but would like to strike the word "private" from second story dining.

Bill Victor spoke referencing his handout and his recommendations for changes to the plan.

Karol Wahlberg concurred with the previous speakers.

City Council concurred on the following minor changes:

Chapter 3 Goal 3 - The sixth bullet point change the period to a comma and add the words "while permitting access to coastal resources."

Chapter 4.4 Goal 3 strike the word "primarily".

Chapter 5.7 Goal 9 strike the word "prosperity" and replace with "vitality" and add "and coastal resources" to the end of the sentence.

Chapter 7.3 C Bike Parking - strike the sentence "this does not include frontage occupied by furniture."

A motion was made by Councilmember Burton, seconded by Councilmember Powell, to receive and file with the modifications. The motion carried by the following vote:

Aye: 4 - Lesser, Howorth, Powell and Burton

Recused: 1 - D'Errico

At 8:00 PM Councilmember D'Errico returned to the dais.

10. Resolution Awarding a Contract to Vigilant Solutions for License Plate Reader (LPR) Cameras and Installation in the Amount of \$275,263.80 (Police Chief Irvine and Information Technology Director Taylor).

[RES 17-0022](#)

ADOPT RESOLUTION

This item was taken out of order and heard before item No. 9.

11. Approval of Southern California Edison (SCE) Streetlight Acquisition and SCE-Owned Streetlight Retrofit Agreements (Public Works Director Katsouleas).

[RES 17-0014](#)

ADOPT RESOLUTION

Mayor Lesser introduced the item and Public Works Director Stephanie Katsouleas provided the PowerPoint Presentation.

Public Works Director Katsouleas and Finance Director Bruce Moe responded to City Council questions.

Mayor Lesser opened the floor to public comment.

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

A motion was made by Mayor Pro Tem Howorth, seconded by Councilmember Powell, to approve Southern California Edison (SCE) streetlight acquisition and SCE-owned Streetlight Retrofit agreements and adopt Resolution No. 17-0014 (approving an agreement to purchase street light poles from Southern California Edison and license allowing Southern California Edison to use such poles). A friendly amendment, accepted by the maker, to add no payback to the CIP (Capital Improvement Plan) and a report back from Staff when the information is received from Southern California Edison regarding the poles. The motion carried by the following vote:

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

N. NEW BUSINESS

- 12. Resolution Approving a Joint Powers Agreement with the California State Association of Counties-Excess Insurance Authority (Human Resources Director Zadroga-Haase).

[RES 17-0010](#)

ADOPT RESOLUTION

Mayor Lesser introduced the item and Human Resources Director Teresa Zadroga-Haase presented the Staff presentation and asked to hear Item No. 13 concurrently with Item No. 12.

Risk Manager Gregory Barboa and City Attorney Quinn Barrow responded to City Council questions.

Mayor Lesser opened the floor to public comment.

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

A motion was made by Mayor Pro Tem Howorth, seconded by Councilmember Powell, to adopt Resolution No. 17-0010 approving an agreement between Manhattan Beach California and California State Association of Counties-Excess Insurance Authority (CSAC-EIA) and adopt Resolution No.17-0005 appointing a representative and alternate representative to the California State Association of Counties-Excess Insurance Authority. The motion carried by the following vote:

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

- 13. Resolution Appointing a Representative, Gregory S. Borboa, Risk Manager, to the California State Association of Counties-Excess Insurance Authority (CSAC-EIA) and Appointing an Alternate Representative, Christine Tomikawa, Human Resources Manager (Human Resources Director Zadroga-Haase).

[RES 17-0005](#)

ADOPT RESOLUTION

This item was approved concurrently with Item No. 12.

14. Resolution Approving Agreement with the Manhattan Beach Mid-Management Employees' Association Regarding Terms and Conditions of Employment (Human Resources Director Zadroga-Haase).

[RES 17-0006](#)

ADOPT RESOLUTION

Mayor Lesser introduced the item and Human Resources Director Teresia Zadroga-Haase provided the staff presentation.

Human Resources Director Zadroga-Haase and City Manager Mark Danaj responded to City Council questions.

Mayor Lesser opened the floor to public comment.

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

Councilmember Burton stated that he would not be supporting this motion at this time and there could be further discussion with the budget coming up.

A motion was made by Mayor Pro Tem Howorth, seconded by Mayor Lesser, to adopt Resolution No. 17-0006 adopting a one-year agreement between the City of Manhattan Beach and the City of Manhattan Beach Mid-Management Employees Association regarding terms of employment. The motion carried by the following vote:

Aye: 3 - Lesser, Howorth and Powell

Nay: 2 - Burton and D'Errico

15. Resolution Awarding Bid #1093-17 to E-One Inc. for the Purchase of One Budgeted Replacement Fire Engine in the Amount of \$1,079,163.60 (Fire Chief Espinosa and Finance Director Moe).

[RES 17-0024](#)

ADOPT RESOLUTION

Mayor Lesser introduced the item and Fire Chief Robert Espinosa presented the Staff presentation.

Fire Chief Espinosa and Finance Director Bruce Moe responded to City Council questions.

Mayor Lesser opened the floor to public comment.

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

A motion was made by Councilmember Burton, seconded by Councilmember Powell, to adopt Resolution No. 17-0024 awarding Bid #1093-17 to E-One Inc. authorizing the purchase of a budgeted replacement fire engine in the amount of \$1,079,163.60. The motion carried by the following vote:

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

2. Authorize the Purchase of Office Supplies from Office Depot for Three Years (Estimated Annual Cost: \$100,000) (Finance Director Moe).

[RES 17-0023](#)

ADOPT RESOLUTION

This item was removed from the Consent Calendar to be heard after Item No. 15.

Mayor Lesser introduced the item. There was no staff presentation.

Finance Director Bruce Moe responded to City Council questions.

Mayor Lesser opened the floor to public comment.

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

A motion was made by Councilmember Burton, seconded by Mayor Pro Tem Howorth, to adopt Resoution No. 17-0023 and authorize the purchase of office supplies from Office Depot for three years (estimated annual cost of \$100,000). The motion carried by the following vote:

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

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

16. Consider a Potential Position on Measure H - Los Angeles County Plan to Prevent and Combat Homelessness (Mayor Pro Tem Howorth).

[17-0074](#)

CONSIDERATION OF POTENTIAL POSITION

Mayor Lesser introduced the item and Mayor Pro Tem Howorth summarized the item.

Mayor Lesser opened the floor public comment.

Dency Nelson, Hermosa Beach, thanked Environmental Programs Manager Sona Coffee for her efforts and supports the City Council taking a a yes position.

Mayor Lesser closed the floor to public comment.

A motion was made by Councilmember Burton, seconded by Councilmember Powell, to direct the City Manager to prepare a letter for the Mayor's signature for transmittal to the Los Angeles County Board of Supervisors, South Bay Cities Council of Governments Board of Directors and any other organization deemed appropriate in support of Measure H. The motion carried by the following vote:

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

Under City Council Reports Mayor Lesser gave a brief report as the delgate to the Los Angeles County Sanitation Board.

P. FORECAST AGENDA AND FUTURE DISCUSSION ITEMS

17. Agenda Forecast (City Clerk Tamura). [17-0057](#)
DISCUSS AND PROVIDE DIRECTION

Councilmember Powell requested that Campaign Filings be agendized for the April 4, 2017 meeting.

Q. INFORMATIONAL ITEMS

18. Commission Minutes: [17-0080](#)
This Item Contains Minutes of the following City Commission and Subcommittee Meetings:

- a) Library Commission Meeting Minutes of December 12, 2016
(Parks and Recreation Director Leyman)
- b) Finance Subcommittee Meeting Minutes of January 31, 2017
(Finance Director Moe)
- c) Planning Commission Action Meeting Minutes of February 8, 2017
(Interim Community Development Director McIntosh)

INFORMATION ITEM ONLY

By order of the Chair, this item was received and filed.

R. CLOSED SESSION

S. ADJOURNMENT

At 9:17 PM the City Council Meeting was adjourned in memory of Police Officer Keith Boyer of Whittier, California.

Martha Alvarez
Recording Secretary

David Lesser
Mayor

ATTEST:

Liza Tamura
City Clerk

Agenda Date: 3/8/2017

TO:

Honorable Mayor and Members of the City Council

THROUGH:

Mark Danaj, City Manager

FROM:

Mark Leyman, Parks and Recreation Director
Anne McIntosh, Interim Community Development Director
Jessica Vincent, Recreation Manager
Eric Haaland, Associate Planner

SUBJECT:

Conduct Public Hearing to Consider Resolution No. 17-0011 Regarding a Coastal Development Permit for the 2017 Manhattan Beach Open Volleyball Tournament; Request from AOS GROUP for Special Permit: Limited Alcoholic Beverage Use on Public Property for the Manhattan Beach Open Event, August 17-20 in the Lower South Pier Parking Lot and VIP Bleacher Seating Area in the Stadium Court and Resolution No. 17-0031 Approving an Agreement with AOS GROUP, LP (AVP) to Operate the Manhattan Beach Open (MBO) (Parks and Recreation Director Leyman).

CONDUCT PUBLIC HEARING AND ADOPT; APPROVE

RECOMMENDATION:

Staff recommends that the City Council a) Adopt Resolution No. 17-0011 approving a Coastal Development Permit and Temporary Use Permit for the 2017 Manhattan Beach Open (MBO) scheduled for August 17-20, 2017 and b) Approve the request from AOS GROUP (AVP) for a special permit for limited alcoholic beverage use on public property for the Manhattan Beach Open, August 17-20, 2017 in the lower south pier parking lot and VIP Bleacher Seating Area in the Stadium Court and c) Adopt Resolution No. 17-0031 approving an agreement with AOS GROUP, LP (AVP) to operate the Manhattan Beach Open (MBO).

FISCAL IMPLICATIONS:

If approved, under the terms of the attached contract, the event operator, AVP will reimburse the City for all costs associated with the event, estimated to be \$75,000.

BACKGROUND:

The 2016 Manhattan Beach Open was the sixth year in an agreement between the City and

International Merchandising Corporation (IMG) to operate and produce the MBO. Additionally, it was the third year in a partnership between IMG and AVP to direct and program the beach volleyball tournament.

The 2016 event included stadium seating overlooking center court from the lower south pier parking lot, food booths, live music and interactive game booths. The event set-up included a main stage on the east side of the beach and a VIP Sky Deck south of the pier offering beer and wine services. In addition, the men's and women's final championship matches were broadcast live on national television (NBC and NBC Sports).

Additional components to the 2016 event included VIP courtside seating, the Walk of Champions Pier Ceremony and reception, community movie night, AVP youth tournament, and a celebrity tournament. Daily hours of operation began at 9:00 am, and ended at 9:00 pm. Set up for the tournament began Sunday, July 10, and tear down concluded Tuesday, July 20.

The Departments of Public Works, Police, Fire and Parks and Recreation evaluated the event over the last six years in terms of its impact on the community and City services. The feedback received from each department was positive. The set-up, event operation and tear-down were efficient and the event operators worked well with City staff. The only area of concern was the expedited sky deck and stadium bleacher load-in and set-up for the 2016 event. Allowing additional time for load-in and drop off will provide for a more safe and efficient set-up for drop-off, staging and City and County Engineer inspections.

DISCUSSION:

Staff met with AOS GROUP (AVP) and IMG to discuss the 2017 Manhattan Beach Open Event. During the meeting, AVP proposed that the City enter into an operation agreement directly with AVP instead of IMG, to co-sponsor the Manhattan Beach Open. The agreement with IMG has expired. During the meeting, the City first negotiated with IMG to operate the MBO; however, in the best interest of the event, IMG agreed to the proposal for AVP to operate the MBO in years 2017-2019, pending final approval of the City, and subject to obtaining a coastal development permit.

The partnership with AVP will bring in the top volleyball players in the world. Working closely with AVP, staff identified the third weekend of August as the best weekend to host the MBO. This date has also been secured for live national television coverage on NBC and NBC sports for the men's and women's final championship matches.

AVP is proposing similar amenities to last years event, including the VIP "Sky Deck" Area with bleacher seating surrounding center court, VIP courtside seating, food booths, live entertainment and the Walk of Champions Pier Ceremony honoring the 2016 men's and women's champions. As in past years, AVP will provide 75% open and free seating to the public throughout the event.

Similar, to the 2016 event, AVP has proposed the seating area over the south Pier parking lot to include a ticketed VIP area elevated over the lower pier parking lot. Within the elevated area over the parking lot and extending west onto the beach, AVP has proposed serving beer and wine. The planned hours of operation begin at 10:00am, ending at 9:00pm Thursday, Friday, Saturday, and Sunday, August 17-20th.

AVP is proposing to hire a catering company to provide beer and wine service in the VIP area. The VIP experience is open to the general public and available for 500-600 people per day. This ticketed event will provide each guest with credentials in order to enter the secure area. AVP will hire security to staff the area, checking identification to ensure all guests are 21 or older or accompanied by an adult. AVP will also adhere to City requirements including obtaining an alcohol and beverage control permit, provide security throughout the event and comply with all fire safety regulations. Beer and wine services will only be available with approval from LA County Beaches & Harbor.

Proposed Changes

- The Manhattan Beach Downtown Business & Professional Association has proposed to host a community event the evening of Thursday, August 17 from 5:00 to 9:00 pm. The event will feature local chefs and restaurants. Tickets for the event will be low and available to the public.
- In collaboration with the Manhattan Beach Downtown Business & Professional Association, the City has proposed hosting a free sunrise yoga session Friday, August 18 & Sunday, August 20 from 6:30 to 8:00 am.
- Similar to the 2016 event set up, to ensure the structure is permitted by the Los Angeles County Building & Safety Department by Wednesday, August 16, AVP has proposed securing the lower south pier parking lot for construction, beginning Saturday, August 12 at 9:00 pm, when the lot is typically closed. All equipment would then be loaded onto the beach and the lower south pier parking lot would open, beginning at 10:00 am, Sunday, August 13.
- Based on the popularity of the event, AVP has proposed expanding the bleacher seating up to 5500 to accommodate additional spectators and extend the VIP platform area above the south pier parking west over the Southside bleachers. In past years, the VIP tickets sell out weeks prior to the tournament. To accommodate the demand for tickets, AVP has proposed expanding the upper VIP platform area. Increasing the size of the upper VIP deck will provide for an additional 250-300 people per day. Extending the VIP platform west will also provide a viewing area to the featured courts and outer courts. AVP has proposed to serve beer & wine in the VIP areas, including, the areas above the bleachers located on the Southside of the sand and courtside boxes. Staff has submitted a request to serve alcohol in the proposed additional VIP areas. Upon approval from LA County Beaches & Harbor, AVP will hire a catering company to provide beer and wine services in the VIP Area, hire security to staff the area, check identification to ensure all guests are 21 or older, and comply with Police and Fire regulations.
- To accommodate the TV and webcast trailers, audio and visual for the event, AVP has requested up to 14 spots in the upper south pier parking lot, beginning at 7:00am, Wednesday, August 16 through 8:00pm, Sunday, August 20.

In addition to the coastal development permit, Los Angeles County Department of Beaches and Harbors will issue a permit in order to hold the event. The County has stated that they

will grant a permit, only if the City allows the County to sample products on the beach. The City Council has permitted this for past events administratively through City staff. Unless directed otherwise, staff will again take this approach.

The proposed agreement contains the same essential terms and provisions as the last agreement, and has a three year term.

PUBLIC OUTREACH/INTEREST:

If City Council approves moving forward with the AVP proposal, staff will conduct additional meetings with LA County Department of Beaches & Harbor and Lifeguards, the Departments of Parks & Recreation, Public Works, Fire and Community Development, the Manhattan Beach Downtown Business and Professionals Association and local business owners and AVP will personally notify residential areas near the event site to ensure they are aware of the event and event build out.

Per the Local Coastal Plan requirements, notice of the public hearing was published in the Beach Reporter and a mailer was sent to owners and occupants within 100 feet of the event site.

ENVIRONMENTAL REVIEW:

The proposed temporary event is exempt from the provisions of the California Environmental Quality Act (CEQA). Per the CEQA Guidelines, the event is exempt pursuant to the following provisions: Section 15304 (e), "Minor Alterations to Land;" Section 15311 (c), "Accessory Structures;" and Section 15323, "Normal Operations of Facilities for Public Gatherings."

The proposed event is a temporary activity being conducted on a public beach in which the event will not result in any degradation or alteration to the condition of land, water or vegetation. Based upon past events of this nature, no permanent environmental effects are anticipated.

Coastal Development Permit/Temporary Use Permit

The beach area is located within the Open Space (OS) district of the City's Zoning Code and is regulated by the provisions of the City's certified Local Coastal Program. The Open Space District allows "Sporting Events where more than 75% of the total seating area is available free of charge," as a permitted use subject to a temporary use permit.

The required coastal permit notice was published in the *Beach Reporter* and mailed to properties within 100 feet of the tournament site. Notice of the City Council's action on the permit shall be provided to the California Coastal Commission. Staff's review of the coastal development permit finds the proposed installation to be consistent with the City's coastal program as follows:

The structures shall not obstruct access ways within the coastal zone. While they will occupy some space on the beach, access from the Strand, bike path and pier to the coastline and surrounding beach shall remain available. The proposed configuration shall permit public view of the center court volleyball competition from the adjacent pier. Any displacement of normal views or use of the space shall be temporary for the period allowed by the proposed permit. Installation and use of the bleachers and related structures shall be subject to requirements regarding timing, paid seating, shuttle, signs, trash, etc.

LEGAL REVIEW:

The City Attorney's office has reviewed and approved the attached resolutions and agreement.

Attachments:

1. 2017 MBO Co-Sponsor Agreement
2. 2017 Proposed Schematic
3. Resolution No. 17-0011
4. Resolution No. 17-0031
5. Correspondence

AGREEMENT

THIS AGREEMENT (the "Agreement") is made as of March 8, 2017, by and between the CITY OF MANHATTAN BEACH ("City"), a municipal corporation organized under state law with its principal offices at 1400 Highland Avenue, Manhattan Beach, California 90266, and AOS GROUP, LP, a California limited partnership, having its principal place of business at 1300 Quail Street, Suite 200, Newport Beach, California 92660 ("AOS" or "Organizer") (collectively referred to herein as the "Parties" and individually as a "Party").

RECITALS

- A. City has conducted an annual amateur and professional beach volleyball event entitled "The Manhattan Beach Open" (the "MBO") since 1960 and is the owner of the title "Manhattan Beach Open."
- B. Organizer is the owner and operator of the AVP Pro Beach Volleyball Tour ("AVP") and manages an annual schedule of volleyball events showcasing elite pro volleyball players.
- C. Each year during the term of this Agreement, Organizer shall apply to the City for a Coastal Development Permit to conduct a Pro-Am Men's and Women's Two Person Volleyball Tournament and a 4-Man Recreation Tournament and a Juniors Tournament.

NOW, THEREFORE, in consideration of the promises and mutual covenants and conditions hereinafter set forth, and intending to be legally bound, the Parties agree as follows:

I. THE MANHATTAN BEACH OPEN

During the term of this Agreement, City authorizes Organizer to conduct the annual MBO, the dates of which will be selected by Organizer in consultation with City. The 2017 MBO will be held during the period of August 17-20, with the amateur qualifying rounds being held on Thursday, August 17. For each year hereafter (in 2018 and 2019), the event will be held the third weekend in August unless both Parties agree to a date change in writing.

A) The agreed upon format for the MBO will be a Pro-Amateur format including both Men's and Women's Divisions with amateur qualifying rounds being played for entry into the professional rounds of the MBO. The playing rules for the MBO will be the AVP rules in effect at the time of the MBO, unless the event is an international event, which in such case shall be governed by the Federation International de Volleyball ("FIVB") international rules. The MBO will be a 32-team draw, and Organizer will have the right to save 24 seeded spots for men and 24 seeded spots for women for Organizer entries, unless the event is an international event, which in such case shall be governed by the FIVB international rules.

B) The title of the MBO is "The Manhattan Beach Open". Organizer will have the right to include AVP in the official title as long as it appears after the words "Manhattan Beach Open". Organizer specifically acknowledges and agrees that it will not release any information about the MBO to the public which refers to the MBO solely as "The [Primary Sponsor Name] Open." Notwithstanding the foregoing, Organizer will have the right to include one or more "Presented By" sponsors as part of the official title of the MBO so long as the "Presented By" title(s) appear after the words "Manhattan Beach Open" (e.g., "The Manhattan Beach Open Presented by [Sponsor] and [Primary Sponsor]").

C) City will not permit any other men's or women's volleyball event(s) paying more than \$30,000 in prize money (or other benefits equaling more than \$30,000 in value) within 90 days before or after the MBO, unless approved in writing by Organizer.

D) Subject to obtaining required permits and approval of City's Public Works Department, Organizer may erect: (i) bleachers for the MBO's center court, outside courts and seating on the pier and the pier head; and (ii) additional bleacher seating on the pier (a) behind the center court end zone bleachers and (b) on the pier head adjacent to the lifeguard tower. Organizer will ensure that accessways to and from the pier and beach be unobstructed. At least 90 days prior to each MBO, Organizer shall provide the number of requested bleacher seats for Public Works Department review and approval. In no event shall the number of seats exceed 6,500. Any changes to the foregoing in this Section shall require the mutually agreed upon written consent of the Parties and may not violate any required permits and the requirements of regulatory agencies with jurisdiction.

E) All amplified sound speakers will be placed facing to the west.

F) At least 75 percent of the total seating capacity at each court shall be available for the general public on a first-come, first-served basis, free of charge. The remaining seating capacity at each court (including bleachers, sand areas, and courtside boxes) may be paid seating or reserved. Organizer shall provide City with the total number of daily VIP Tickets scanned and sold, and include the total revenues within 25 days after the MBO.

G) VIP viewing and seating areas will be mutually agreed upon, in writing, at least 90 days prior to the event. Organizer shall provide City with 50 VIP passes and one courtside box daily.

H) The City Manager will have final authority on seating areas set up and operations subject to reasonable standards.

I) The Parties agree that all decisions of the City-appointed MBO Event Director will be final regarding any issues that involve compliance with this Agreement as well as any issues that directly or adversely impact the community. The Event Director will consult with a designated representative of Organizer, and it will be the goal of the Parties to reach mutual agreement on matters of event operation.

II. CITY RESPONSIBILITIES

A) City will provide an event director ("MBO Event Director") to oversee and monitor the total operation of the MBO especially in all matters pertaining to event liability and public safety.

B) City will retain the right to conduct, if it desires, a pre-tournament qualifying round, including non-Organizer players and retain the proceeds. However, City will grant Organizer permission to run these qualifying rounds. In that event, Organizer shall retain all the qualifying entry fees minus the permit fee (percentage of entry fee gross revenue) charged by the Los Angeles County Beaches & Harbors Department. From such qualifiers, Organizer shall take a minimum of eight Men's teams and eight Women's teams to play into the professional rounds of the MBO, unless the event is an international event, which in such case shall be governed by the FIVB international rules and mutually agreed upon by City and Organizer.

C) City will provide to Organizer any City services required for the MBO such as police, fire, etc. Expenses incurred by City for these services will be billed to Organizer at City's fully burdened rates. City and Organizer will meet to establish a budget for event costs 90 days prior to the event.

D) City will coordinate all necessary City, Los Angeles County and California Coastal Commission permits. Organizer will reimburse City for all necessary Los Angeles County permit fees. City will waive all necessary City permits fees, including, but not limited to fire permits, Coastal Commission permit, inspections and sound permit.

E) City will provide on-site parking spaces for television coverage equipment, Organizer equipment trucks and personnel. The number of spaces will be 71, consisting of all of the north and south lower parking lot, except for 14 spaces in the north lower parking lot (excluding the handicap spaces). City will also provide street parking on both sides on Manhattan Beach Boulevard below Ocean Drive. In addition, City will close Manhattan Beach Boulevard west of Ocean Drive to bike and vehicular traffic as deemed necessary by public safety personnel, and City will cause all bike riders to walk their bikes on Manhattan Beach Boulevard, west of Manhattan Avenue.

F) During each year's MBO, City will allow sponsors' display booths at the base of the pier and on the sand and will allow distribution of samples of their products during the MBO as long as such sampling does not include: (1) water (subject to agreement between City and Los Angeles County regarding approval of sales and sampling on the beach at the MBO) or (2) alcoholic and tobacco products and (3) as long as such sampling is not in conflict with the restrictions detailed under Section IV hereof.

G) City will allow Organizer to set up a Food Court and Merchandise Fair (which will include the right to sample or sell merchandise and/or other items or services, subject to the restrictions set forth herein) for City and other merchants. The

Food Court and Merchandise Fair shall comply with all applicable Los Angeles County Health Department codes. Organizer shall obtain all required permits, including a Los Angeles County Health Department permit. Organizer shall provide a breakdown of merchandise sales within 25 days after the event. Organizer shall pay to City (as a pass through to the County) the percentage of merchandise sales required by the Los Angeles County Beaches & Harbor permit.

H) City will allow the use of portable bleachers and the placement of a video board on the base of the pier or at a mutually agreed upon area.

I) City will provide waste services, including dumpsters and portable trash bins for the events.

J) City will coordinate ancillary events to be held in center court and raised platform above center court (if available) prior to and after tournament hours. City will provide set-up, cleaning services, and tear down of such ancillary events.

K) City will review and approve a traffic control plan.

L) City shall provide street sweeping of the parking lots prior to the commencement of the tournament set up and upon completion of the tear down.

III. ORGANIZER RESPONSIBILITIES

A) Organizer will not organize, sponsor, promote or lend its name to any additional beach volleyball events with a prize purse of more than \$50,000 to be played on the same dates as the MBO.

B) Organizer shall make its best efforts to guarantee the appearance of 15 of the top 20 available professional volleyball teams (barring injury) to participate in the MBO.

C) Bleacher load-in may occur only on the Thursday one week prior to the tournament. Bleachers and bleacher materials shall be stored and secured under the Manhattan Beach Pier with green screen and fencing. Organizer must comply with the timeline for the set up and tear down of the MBO set by the Coastal Development Permit. Set up for the MBO will begin on the Sunday before the tournament. The MBO, including the amateur qualifying rounds, will take place on Thursday, Friday, Saturday and Sunday of the agreed upon dates and breakdown will be completed by 6:00 p.m. on the Wednesday following the tournament.

D) Organizer will provide, at its own expense, all event production, including but not limited to, nets, sound equipment, volleyballs, scoreboards, announcer's platform, court siding, court lines, tents, booths, possible bleacher seating (to the extent authorized pursuant to Section I.D), and no more than six inflatables. Bleachers cannot exceed the 41.5-foot height limit set by the Coastal Development Permit. Organizer will transport the equipment to the site, set up the equipment in a cooperative and timely fashion, and at the close of the MBO, take down and remove the equipment. A

designated representative of Organizer must remain on-site during the entire tear-down process. Organizer must remove all equipment from the site and, to the reasonable satisfaction of City, sift, clean and level beach sand to remove debris beneath the surface no later than 6:00 p.m. on Wednesday, August 22, 2017. City reserves the right to determine limits on the use of the equipment as it pertains to City ordinances and will enforce all such ordinances for the protection of public health and safety. To ensure compliance with the date and time of removal, Organizer will provide City a \$10,000 security/clean-up deposit. The Parties will meet "on site" on the Wednesday after the MBO at approximately 4:00 p.m. to determine if the site, to include the beach and parking lots, has been reinstated to its original condition. The Parties agree that based on reasonable expectations, Organizer will materially correct any outstanding "clean-up" deficiency on a timely basis. If the deficiency is not corrected by the deadlines set forth below, Organizer will forfeit the deposit, or portions thereof, in accordance with the following schedule:

August 23, 2017	2:00 p.m.	\$3,000 plus City costs
August 24, 2017	2:00 p.m.	\$3,000 additional (\$6,000 total) plus City costs
August 25, 2017	5:00 p.m.	Balance of \$10,000 (\$10,000 maximum)

E) City will return the \$10,000 security/clean-up deposit or the remaining amount thereof if Organizer materially completes the clean-up by the deadlines above. City will return the deposit 30 days after the event. Equivalent deadline dates for future year's events shall be set by the Parties in writing prior to each year's MBO. Each future schedule shall be attached to this Agreement.

F) Organizer will provide all necessary funds, staff, equipment, and materials necessary to adequately promote and seek sponsorship for the MBO at no expense to City. Also, Organizer will provide a designated representative to consult as necessary with the City MBO Event Director regarding all facets of event operation.

G) Organizer will provide on-site tournament staff to handle sponsor relations, television liaison, and player mediations.

H) Organizer shall reimburse City for all its direct "in-house" services, including City personnel (including the MBO Event Director), services, and parking expenses for the event. An estimate of these costs will be provided to Organizer three months prior to each MBO. The projected City costs for the 2017 MBO is \$75,000, which will be paid to City 30 days in advance of the MBO. Actual City departmental costs and Los Angeles Beaches & Harbor permit fees will be itemized and billed to Organizer within 30 days of the completion of the MBO. Organizer shall pay City the amount of the invoice within 30 days of its receipt by Organizer. In addition, Organizer will deposit an additional \$10,000 cleaning deposit (see Section III.D), which is fully refundable upon event clean-up, except as stated in Section III.D.

I) Organizer shall reimburse City for any permits required from the County of Los Angeles and any direct cost of required permits, other than processing fees for City permits.

J) Unless otherwise expressly specified herein, the foregoing responsibilities of Organizer will be discharged at the expense of Organizer.

K) Organizer shall provide adequate access to the MBO location in a manner satisfactory to City, including access to designated parking spaces for people with disabilities. In addition, Organizer shall provide, at its sole cost, a free shuttle on the Saturday and Sunday of the tournament to transport spectators and other beachgoers from a remote parking lot specified in each year's Coastal Development Permit conditions to the downtown drop-off point (Von's supermarket). Up to two shuttle buses, each holding at least 50 persons, shall run continuously between the drop-off point and the remote parking lot each day between the hours of 7:00 a.m. and 7:00 p.m. One or both of the shuttle buses shall accommodate wheelchairs and handicapped persons. The "headway" time between shuttle service pick-ups shall be not more than 15 minutes.

L) Organizer shall provide a free bicycle parking area.

IV. MERCHANDISING, SPONSORSHIP AND LICENSING RIGHTS

A) City grants to Organizer a temporary exclusive license to the MBO consistent with the term of this Agreement which will include, without limitation, all merchandising of the MBO plus the right to obtain sponsors and advertisers, to produce and sell television, digital and new media programming, as well as to produce and sell MBO merchandise.

B) Organizer will be allowed to solicit potential sponsors and contract with sponsors for sponsor exposure at the MBO so long as the following guidelines are observed:

1) No sponsor will be solicited or accepted who manufactures, markets or are identified in any way with a feminine hygiene product, any disease control products or any product or service considered illegal under the laws of the United States or the State of California.

2) No sponsor will be solicited or accepted who produces any form of sexually related film or product or any and all products not deemed by City to be acceptable to public sensibilities or morals.

3) No sponsor will be solicited or accepted who produces any form of tobacco products.

4) These guidelines are not intended to exclude as sponsors those that are manufacturers of or distributors of distilled spirits, wines, wine products, beer or fast foods.

C) City will allow sign exposure areas at the MBO for sponsors, including but not limited to, customary court banners, booths, hospitality areas and bleacher banners. In addition, Organizer will have the right to have signage on the railings on the south side of the pier and on the railings along the bike path in the area of the MBO. Further, City will allow vehicles (e.g., official sponsor vehicles, watercraft, etc.) on the sand in connection with the MBO, as permitted by the Local Coastal Program.

V. PROMOTION OF THE MBO

A) Organizer will provide all funds, staff, equipment, and materials necessary to adequately promote and advertise the MBO. City will assume no advertising obligation except as specifically provided herein. City will promote the MBO by cooperating with the press and agreeing to place posters in City-approved locations and assisting in the placement of street and pole banners. Organizer will provide all publicity and promotional materials.

B) City will permit Organizer to advertise and promote the MBO within the City for a minimum of four weeks prior to the tournament. This commitment will include the following:

1) Organizer will provide street banners to City at least 40 days prior to the MBO. City will schedule and hang street banners at City-approved locations commencing 30 days prior to the MBO. City will remove street banners upon completion of the event.

2) Organizer will have the exclusive right to hang pole banners in specific locations approved by City commencing two weeks prior to the MBO. A list of specific locations will be submitted to City at least 90 days prior to the MBO.

3) All street and pole banner designs must be approved by City. Organizer will be responsible for the costs of hanging and removing all such banners. City will not charge any permit fees in connection with such banners.

4) Organizer may provide City storefront posters, which will be distributed to local businesses and City facilities by City. In addition, Organizer will be prohibited from handing out fliers, posters, index cards, and any other promotional material in the downtown area. In return, to the full extent allowed by law, City will prohibit other non-event sponsors of Organizer from distributing product or promotional literature in the downtown area. In addition, Organizer will have the right to issue local newspaper releases.

5) All street and pole banner designs and MBO artwork must be pre-approved by City.

C) All support and point-of-purchase materials will list the MBO and all event posters, counter cards and schedules will mention City.

D) City will acknowledge Organizer in any local television programming that highlights upcoming events.

E) City will give the MBO preferred placement on its web site, if possible.

F) City will include MBO artwork in all marketing materials, including the quarterly brochure, City website, and social media. All artwork will be provided by Organizer.

VI. MEDIA AND DISTRIBUTION

Organizer will have the exclusive right to solicit and negotiate all radio, film, digital, and television broadcast agreements.

A) A live broadcast by the sponsor radio station and filming of the MBO will be allowed at the MBO. All radio broadcast and/or filming set-ups are to be approved and licensed by the proper City representatives who will be available and on hand at the time of set-up. Approval will take into account the desire of the Parties to allow a first quality broadcast and the technical needs of the broadcasters.

B) Organizer will provide City with a DVD and digital "line cut" of the finished content and edit of the MBO broadcast and web cast, within one month after the end of the tournament (or as soon as available).

C) City and Organizer will own all rights to all radio, photo, digital content, and television product of the MBO. City will be afforded the right to use the digital, photo and television productions as long as they are used for non-commercial purposes such as historical documentation and promotion of the MBO. Organizer agrees that all such usage of content from the MBO will be complimentary and positive to City, the MBO and the citizens of City. In all cases, City has the right to review and approve all such usage of content generated by the MBO (approval of such usage not to be unreasonably withheld).

VII. MBO MERCHANDISE

A) City will not prohibit the sale of domestic series or MBO-related or event merchandise, sponsor apparel, or volleyballs at the base of the pier or on the sand.

B) The MBO-specific apparel and non-consumable souvenir merchandise will be developed by Organizer. Organizer will have the exclusive right to create, market and license the MBO-specific merchandise. All MBO-specific merchandise will comply with the title requirements set forth herein and as follows:

1) Sales and distribution of the MBO-specific merchandise plan shall be subject to approval by City.

2) City shall have input and approval of all designs and products Stock Keeping Units (SKUs).

3) Organizer to provide a list of product SKUs for approval by City, including but not limited to, t-shirts, sweatshirts, hats, shorts, volleyballs, toys, equipment, etc.

C) No other consumables or non-consumables will be sold or given away at the site except as specified in this Agreement or as approved in writing by City prior to the MBO.

VIII. PRIZE MONEY

Organizer shall provide for a minimum \$75,000 in prize money for each of the Men's and Women's Open Divisions, for a total of \$150,000. Organizer shall present the prize money levels to City 120 days prior to the commencement of the tournament in any given year. The prize money levels for each year of the MBO shall not be less than \$150,000 (i.e., \$75,000 for each gender).

IX. PREFERRED VENDORS

In good faith, the Organizer will use City preferred vendors to include local Manhattan Beach based businesses, CSC security services, IMC, etc. A list of preferred vendors will be provided by City to Organizer.

X. TERM

This Agreement will be effective for a period of three years commencing with the 2017 Manhattan Beach Open and extending through the 2019 Manhattan Beach Open.

XI. RENEWAL

Provided Organizer is not in default of its obligations hereunder, City agrees that before granting any rights to a third party for the exclusive license to the MBO consistent with the terms of this Agreement which will include, without limitation, the production of a pro beach volleyball tournament entitled the "The Manhattan Beach Open," all merchandising of the MBO plus the right to obtain sponsors and advertisers, to produce and sell television, digital and new media programming, as well as to produce and sell MBO merchandise in 2020 – 2022, if held, City will first negotiate in good faith with Organizer during a 30-day period as designated in writing by City. If City and Organizer fail to reach an agreement during that 30-day period, Organizer will have the right within 14 days thereafter to submit to City in writing the terms and conditions (the "Final Offer") Organizer is willing to offer or accept for such rights as Organizer of the 2020 – 2022 Manhattan Beach Open.

XII. FORCE MAJEURE

If in any year during the term hereof an entire MBO cannot take place as planned due to inclement weather, the failure of any permitting agency to timely issue a necessary permit, or other force majeure outside the Parties' reasonable control, such failure to hold the affected MBO on its originally scheduled date will not be treated as a breach of

this Agreement by either Party and each Party will use their commercially reasonable efforts to reschedule the MBO on a mutually agreeable date. If no substitute date is set within 90 days of the force majeure event: (i) each Party will be responsible for its own expenses with respect to the affected MBO, and (ii) both Parties will have no further obligations to each other with regard to the affected MBO.

XIII. DEFAULT

A) The following events will constitute an event of default ("Event of Default") under this Agreement regardless of whether any such event is voluntary or involuntary or results from the operation of applicable laws, rules or regulations or is pursuant to or in compliance with any judgment, decree or order of any court of competent jurisdiction:

1) either Party makes any material misrepresentation or materially breaches any warranty made herein and fails to cure such breach within 14 days of its receipt of the written notice of such breach provided such breach is curable;

2) either Party commences a voluntary case or other proceeding seeking liquidation, reorganization or other relief under any bankruptcy, insolvency or similar law, or will make a general assignment for the benefit of creditors, or will have an involuntary case or other proceeding instituted against it seeking similar relief; or

3) either Party otherwise fails to perform or observe any other material covenant or material condition set forth herein and such failure continues unremedied for a period of 14 days after the receipt of written notice thereof from the non-defaulting Party outlining the default and method of cure.

B) Upon the occurrence of an Event of Default, and at any time thereafter so long as the same is continuing, the non-defaulting Party may declare, at its option, this Agreement to be in default and (i) may immediately terminate this Agreement without any liability whatsoever other than liabilities accrued to such date by giving the defaulting Party written notice of termination; (ii) may seek enforcement by appropriate court action of the terms hereof and recover damages for the breach hereof; (iii) may exercise any other right or remedy available to it under law or in equity; or (iv) may seek any permitted combination of such remedies. No remedy is intended to be exclusive but each will be cumulative, and the exercise of any such remedy will not preclude the simultaneous or later exercise of any other remedy.

XIV. REPRESENTATIONS AND WARRANTIES

A) City represents and warrants to AOS that (i) City has the full right and authority to enter into and perform its obligations under this Agreement; (ii) the naming, media and licensing rights of the "Manhattan Beach Open" granted to AOS are owned by City and it is City's good faith belief that the use of such rights by Organizer will not violate the rights of any third party and the full right to exercise the same have in no way been limited, diminished, or impaired, notwithstanding the AVP Pro Volleyball Tour Inc.'s purported registration of the trademark in January 13, 2009; and (iii) the

execution, delivery and performance of this Agreement will not violate the provision of any agreement to which City is a party or by which it is bound.

B) AOS represents and warrants to City that (i) it has the full right and authority to enter into and perform its obligations under this Agreement; (ii) the rights granted to City hereunder will not violate the rights of any third party and the full right to exercise the same have in no way been limited, diminished, or impaired; (iii) the execution, delivery and performance of this Agreement will not violate the provision of any agreement to which either is a party or by which they may be bound; and (iv) it is fully aware of the AVP's purported registration of the Manhattan Beach Open trademark. Should any purported registration of the MBO trademark affect either Party's ability to fulfill its duties and deliverables as outlined in this Agreement, both Parties agree that such inability to fulfill such duties and deliverables will not be considered a material breach of this Agreement and will be remedied by mutual agreement reached through the on-going discussions between Organizer and City.

XV. USE OF TRADEMARKS OR SERVICE MARKS

City hereby grants a limited license to AOS, for the 2017 through 2019 MBO tournaments only, to use the name "Manhattan Beach Open." City expressly reserves to itself all other rights to use the name "Manhattan Beach Open" which the Parties hereto acknowledge is the sole property of City. Except as expressly provided herein, no Party will have the right to use in any way the corporate or trade name, trademark(s), service mark(s), logo(s), or other identification of the other Party without its prior written consent.

XVI. CONTINGENCIES

This Agreement is contingent upon issuance of all necessary governmental approvals, including but not limited to, all required City of Manhattan Beach and Los Angeles County, or Coastal Commission (if any) approvals and environmental review (if any) required under the California Environmental Quality Act ("CEQA").

XVII. INSURANCE

A) Commencement. AOS will not commence activities under this Agreement until it has obtained insurance as approved by City. Before beginning any activities hereunder, during the entire period of this Agreement, for any extensions hereto, and for periods after the end of this Agreement as indicated below, AOS will have and maintain in place, all of the insurance coverages required by this Section XVII. AOS's insurance will comply with all items specified by this Agreement. Any subcontractors of AOS will be subject to all of the requirements of this Section XVII, and AOS will be responsible for obtaining evidence of insurance from each subcontractor and provide it to City before the subcontractor commences work.

All insurance policies used to satisfy the requirements imposed hereunder will be issued by insurers authorized to do business in the State of California.

B) Coverages; Limits and Policy Requirements. AOS will maintain the types of coverages and limits indicated below:

1) **COMMERCIAL GENERAL LIABILITY INSURANCE** - a policy for occurrence coverage, including all coverages provided by and to the extent afforded by Insurance Services Office Form CG 0001 ed. 11/88 or 11/85, with no special limitations affecting City. The limit for all coverages under this policy will be no less than Two Million Dollars (\$2,000,000) per occurrence. City, its employees, officials and agents, will be added as additional insureds by endorsement to the policy. The insurer will provide City with a certificate evidencing such insurance, and such certificate will state that the insurer will not cancel or materially modify such insurance policies with notice to be delivered in accordance with the policy provisions for any cancellation, non-renewal or material change in coverage. The policy will contain no provision that would make this policy excess over, contributory with, or invalidated by the existence of any insurance, self-insurance or other risk financing program maintained by City. In the event the policy contains such an "other insurance" clause, the policy will be modified by endorsement to show that it is primary for any claim arising out of the work performed under this Agreement. The City of Manhattan Beach Insurance Endorsement Form No. 1 (General Liability) must be executed by the applicable insurance underwriters.

2) **COMMERCIAL AUTO LIABILITY INSURANCE** - a policy including all coverages provided by and to the extent afforded by Insurance Services Office form CA 0001, ed. 12/93, including Symbol I (any auto) with no special limitations affecting City. The limit for bodily injury and property damage liability will be no less than One Million Dollars (\$1,000,000) per accident. City, its employees, officials and agents, will be added as additional insureds by endorsement to the policy. The insurer will provide City with a certificate evidencing such insurance and such certificate will state that the insurer will not cancel or materially modify such insurance policies with notice to be delivered in accordance with the policy provisions of any cancellation, non-renewal or material change in coverage. The policy will contain no provision that would make this policy excess over, contributory with, or invalidated by the existence of any insurance, self-insurance or other risk financing program maintained by City. In the event the policy contains such an "other insurance" clause, the policy will be modified by endorsement to show that it is primary for any claim arising out of the work performed under this Agreement. The City of Manhattan Beach Insurance Endorsement Form No. 2 (Auto), or other form approved by the City's Risk Manager, must be executed by the applicable insurance underwriters.

3) **WORKERS' COMPENSATION INSURANCE** - a policy which meets all statutory benefit requirements of the Labor Code, or other applicable law, of the State of California. Employer's Liability Insurance will have a minimum limit of not less than one million dollars (\$1,000,000) per claim. The policy will contain, or be endorsed to include a waiver of subrogation in favor of City.

C) Additional Requirements. The procuring of such required policies of insurance will not be construed to limit the liability of AOS hereunder, or to fulfill the indemnification provisions and requirements of this Agreement. There will be no

recourse against City for payment of premiums or other amounts with respect thereto. City will notify AOS in writing of changes in the insurance requirements. If AOS does not deposit certificates evidencing acceptable insurance coverage policies with City incorporating such changes within 60 days of receipt of such notice, AOS will be deemed to be in default hereunder. Any deductibles or self-insured retentions must be declared to and approved by City.

D) Verification of Compliance. AOS will furnish City with a certificate evidencing coverage required by this Agreement.

XVIII. INDEMNIFICATION

AOS agrees to indemnify, defend, and hold harmless City and its boards, officers, agents, attorneys and employees from any and all claims, liabilities, losses, expenses, or damages of any nature (including attorneys' fees and costs) arising out of, or in any way connected with performance of this Agreement by AOS, its agents, officers, employees, subcontractors or independent contractor(s) hired by AOS, except such loss or damage which is caused by the sole active negligence or willful misconduct of City. This indemnity will apply to all claims and liability regardless of whether any insurance policies are applicable. The policy limits do not act as a limitation upon the amount of indemnification to be provided by AOS.

City agrees to indemnify, defend, and hold harmless AOS and its boards, officers, agents, attorneys and employees from any and all claims, liabilities, losses, expenses, or damages of any nature (including attorneys' fees and costs) arising out of the performance of the obligations specified in this Agreement by City, City's agents, officers, employees, subcontractors, or independent contractor(s) hired by City. This indemnity will apply to all claims and liability regardless of whether any insurance policies are applicable. The policy limits do not act as a limitation upon the amount of indemnification to be provided by City.

XIX. INDEPENDENT CONTRACTOR/POLICE POWER

City and AOS will each be and act as independent contractors. Each Party acknowledges and agrees that it neither has nor will give the appearance or impression of having any legal authority to bind or commit the other Party in any way other than as authorized by this Agreement. Nothing in this Agreement will be construed to create a joint venture between the Parties or to obligate any other Party for debts or obligations incurred by the other Party in the performance of this Agreement.

Nothing in this Agreement shall be construed as a limitation on City's exercise of its police power, including, but not limited to, the exercise of its discretion in consideration of any permit application required for the event contemplated by this Agreement.

XX. FAILURE TO OBJECT NOT A WAIVER

The failure of any Party to this Agreement to object to or to take affirmative action with respect to any conduct of the other Party which is in violation of the terms hereof will not

be construed as a waiver thereof, nor of any future breach of subsequent wrongful conduct.

XXI. CONFIDENTIAL INFORMATION

Each Party acknowledges that confidential information may be disclosed to the other Party during the course of this Agreement, including but not limited to this Agreement and the terms hereof, all communications and negotiations between the parties and/or third parties, emails, financial documents and any other information a Party may have learned about the other Party. Each Party shall take reasonable steps, at least substantially equivalent to the steps it takes to protect its own proprietary information (at all times executing at least reasonable care), during the period this Agreement is in effect, three years following expiration or termination of this Agreement, to prevent the duplication or disclosure of confidential information to other than by or to its employees or agents who must have access to the confidential information to perform such Party's obligations hereunder. The foregoing notwithstanding, each Party may disclose such terms as may be required by law, including but not limited to the California Public Records Act. The parties will not make any statements, publicly or privately, which disparages or would reasonably be expected to disparage the other Party or any of its employees, officers or directors.

XXII. NOTICES

All notices required or permitted hereunder will be deemed duly given on the date sent by certified mail, postage prepaid, addressed to the Parties as follows:

If to AOS:

AOS Group, LP
1300 Quail Street, Suite 200
Newport Beach, CA 92660

Telephone: (949) 679-3599
Email: dsun@avp.com

If to City:

City of Manhattan Beach
1400 Highland Avenue
Manhattan Beach, CA 90266
Attn: Director of Parks & Recreation

cc: City Attorney

XXIII. LIMITATION ON ASSIGNMENT

A) The rights and obligations under this Agreement may be assigned or delegated by the Parties only with the prior written consent of the other Party. Any attempted assignment or delegation, without the prior written consent of the other Party will be voidable at the discretion of the non-assigning Party.

B) This Agreement and all of the terms and provisions hereof will be binding upon and will insure to the benefit of the Parties hereto and their respective successors and assigns.

XXIV. APPROVAL

Whenever approval, consent, information, or data is herein required of either or both Parties, the same will not be unreasonably or arbitrarily delayed or withheld.

XXV. COMPLIANCE WITH THE LAW

Should it be determined that this Agreement or any provision hereof violates any federal, state, or local law or regulation, then the Parties will promptly modify this Agreement to the extent necessary to bring about compliance with such law and/or regulation; provided, however, that if such modification would cause this Agreement to fail in its essential purpose or purposes, it will be deemed cancelled by mutual agreement of the Parties and neither Party will have any further obligations or liabilities with respect to this Agreement.

XXVI. SURVIVAL

In the event that this Agreement is terminated for any reason during the term, Sections VI, VII, XVII, and XVIII will survive the termination of this Agreement in perpetuity.

XXVII. ENTIRE AGREEMENT

This Agreement constitutes the entire understanding between the Parties with respect to the subject matter hereof and supersedes any and all prior understandings or agreements in regard hereto. This Agreement cannot be altered or modified except by an agreement in writing signed by both Parties.

XXVIII. GOVERNING LAW/VENUE

The interpretation and implementation of this Agreement shall be governed by the domestic law of the State of California. Any litigation concerning this Agreement shall take place in the superior or federal district court with geographic jurisdiction over the City of Manhattan Beach.

XXIX. CORPORATE AUTHORITY

Each person executing this Agreement on behalf of his or her Party warrants that he or she is duly authorized to execute this Agreement on behalf of that Party and that by such execution, that Party is formally bound to the provisions of this Agreement.

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

CITY OF MANHATTAN BEACH,
a California municipal corporation

AOS GROUP, LP,
a California limited partnership

Mark Danaj, City Manager



Donald Sun, Managing Partner

ATTEST:

Liza Tamura, City Clerk

APPROVED AS TO FORM:

Quinn M. Barrow, City Attorney

APPROVED AS TO CONTENT:

Mark Leyman, Director of Parks and
Recreation

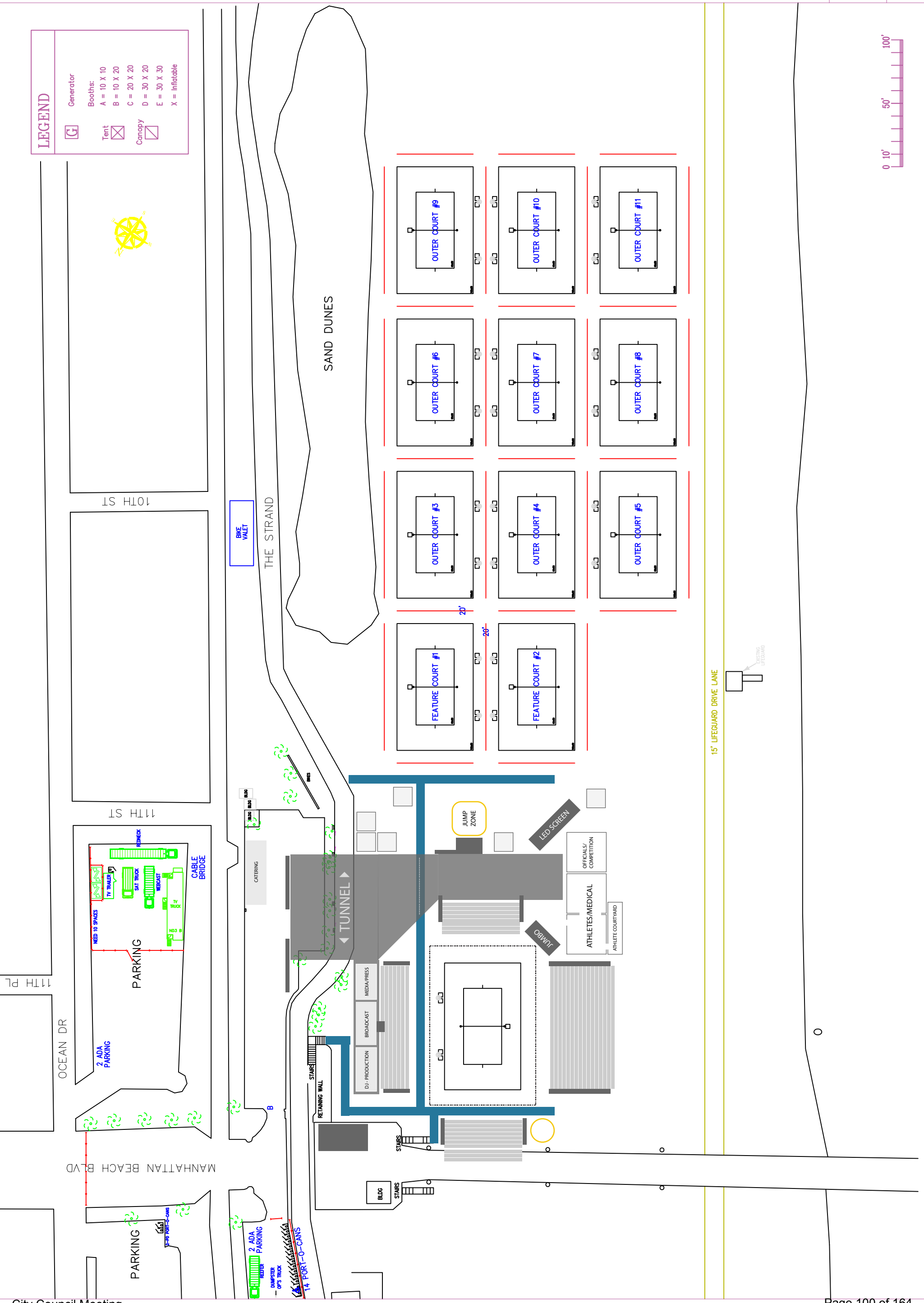
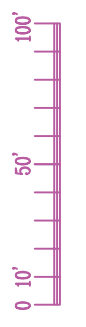
LEGEND

Generator

Booths:
 A = 10 X 10
 B = 10 X 20
 C = 20 X 20
 D = 30 X 20
 E = 30 X 30
 X = Inflatable

Tent

Canopy



RESOLUTION NO. 17-0011

A RESOLUTION OF THE MANHATTAN BEACH CITY COUNCIL APPROVING A COASTAL DEVELOPMENT PERMIT APPROVING THE 2017 MANHATTAN BEACH OPEN ON PROPERTY LOCATED AT THE SOUTH SIDE OF THE MANHATTAN BEACH PIER, AND ADJACENT PARKING LOTS, IN THE CITY OF MANHATTAN BEACH (CA 17-03)

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

SECTION 1. AOS Group (“Operator” or “AVP”), in conjunction with the Manhattan Beach Parks & Recreation Department, has applied for a Coastal Development Permit (“Permit” or “CA 17-03”) to allow temporary spectator bleachers, a VIP platform with beer and wine service, and related structures for an 11-day period (including setup and breakdown) and to host the 2017 Manhattan Beach Open volleyball tournament (“tournament” or “event”) adjacent to the Manhattan Beach Pier. The event includes stadium/bleacher seating and similar temporary structures located on the beach, and a portion of the South Lower Pier Parking Lot and abutting County Bikepath. The Operator is also seeking permission to charge an admission fee for a certain percentage of the stadium seating.

SECTION 2. The project is Categorically Exempt from the requirements of the California Environmental Quality Act (CEQA), pursuant to Sections 15304(e) “Minor Alterations to Land”, 15311(c) “Accessory Structures”, and 15323 “Normal Operations of Facilities for Public Gatherings”. The project will not individually or cumulatively have an adverse effect on wildlife resources, as defined in Section 711.2 of the Fish and Game Code.

SECTION 3. On March 8, 2017, the City Council conducted a duly noticed public hearing regarding the event, at which time it received oral and written testimony.

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

- a) The proposed temporary bleacher structures comply with the applicable standards of the Manhattan Beach Coastal Program Zoning Code.
- b) The structures shall not obstruct accessways within the coastal zone. While they will occupy some space on the beach, access from the Strand,

bike path, and pier to the coastline and surrounding beach area shall remain available.

- c) Any displacement of normal views or use of the space shall be temporary for the period allowed by the proposed permit.
- d) Installation and use of the bleachers and related structures shall be subject to the restrictions (timing, shuttle, signs, trash, etc.) of the City's tournament agreement with the tournament operator.
- e) The temporary event shall encourage coastal access by a broader than typical segment of the public due to national marketing, and free parking and free shuttle service available to all beach users.

SECTION 5. Based upon the foregoing, the City Council hereby approves a Coastal Development Permit for temporary bleachers, VIP platforms with beer and wine service, and related structures for the 2017 Manhattan Beach Open volleyball tournament during the period of August 15-17, 2017, subject to the conditions listed below. The Permit will be implemented in conformance with all provisions and policies of the Certified Manhattan Beach Local Coastal Program (LCP) and all applicable development regulations of the LCP - Implementation Program.

- 1. The event shall be in substantial conformance with the plan submitted to, and approved by the City Council for the 2017 Manhattan Beach Open, on March 8, 2017.
- 2. The Operator shall conform to all terms and provisions of that certain agreement between the City and AVP, dated March 8, 2017.
- 3. The Operator shall provide access to the Community Development Department, and other responsible agency staff to inspect the site and the development during construction.
- 4. The Operator shall comply with all provisions and policies of the Certified Manhattan Beach Local Coastal Program (LCP) and all applicable development regulations of the LCP - Implementation Program.
- 5. The Operator shall indemnify, defend and hold harmless City, its officers, agents and employees (collectively "the City" hereinafter) from any and all claims and losses whatsoever occurring or resulting to any and all persons, firms, or corporations furnishing or supplying work, services, materials, or supplies in connection with the performance of the use permitted hereby or the exercise of the rights granted herein, and any and all claims, lawsuits or actions arising from the granting of or the exercise of the rights permitted by this Permit, and from any and all claims and losses occurring or resulting to any person, firm, corporation or property

for damage, injury or death arising out of or connected with the performance of the use permitted hereby. The Operator's obligation to indemnify, defend and hold harmless the City as stated herein shall include, but not be limited to, paying all fees and costs incurred by legal counsel of the City's choice in representing the City in connection with any such claims, losses, lawsuits or actions, expert witness fees, and any award of damages, judgments, verdicts, court costs or attorneys' fees in any such lawsuit or action. In the event a claim, lawsuit or action is filed, the Operator shall enter into a reimbursement agreement within 15 days of the date such claim, lawsuit or action is served on the City to reimburse the City for all costs and fees incurred by the City in its defense. The City may require a deposit in an amount estimated by the City to pay such costs and fees.

6. All structures associated with the event shall be limited to 41.5 feet in height, as measured from the beach sand.
7. The general public shall be provided with free public access to viewing and seating areas within the event area. If any admission is charged for any seating or access, the Operator shall post clearly legible signs to designate at least 75% of the total seating capacity at each court (including bleachers, sand areas and viewing platforms/risers surrounding each court) that is reserved for the general public for free on a first-come, first-served basis. The signs, at least two square feet in area shall state "Free Admission Area." The remaining 25% (or less) of the total seating capacity at each court (including bleachers, sand areas and viewing platforms/risers surrounding each court) may be paid seating, or reserved for preferred VIP seating and/or access. The Operator is permitted to collect fees to access the preferred seating areas. On Saturday and Sunday of the tournament, the Operator shall count and record the number of VIP's within the event area, and shall provide the City and the Coastal Commission with the data within one month of the end of the tournament.
8. The Operator shall implement a Traffic and Parking Management Plan, subject to City review and approval. At a minimum, the Plan shall include: a free bicycle parking area; free remote parking; free beach shuttle bus service; and maintenance of existing handicapped parking spaces. The Plan shall include a requirement that all existing handicapped (HC) parking spaces in the upper and lower pier parking lots, lower pier parking lots, and along Manhattan Beach Boulevard, are reserved for use by persons with vehicles displaying valid handicapped placards. Vehicles associated with the Operator or the event shall not reserve or occupy any handicapped parking spaces unless such vehicle displays a valid handicapped placard.

9. Commencing on the Sunday prior to the tournament and continuing through the Wednesday following the tournament, the City will allow AVP the exclusive use of the two lower pier parking lots located at the base of the pier (71 stalls, not including HC stalls). AVP personnel, employees, agents, contractors and subcontractors shall not use any other City parking lots in the vicinity of the Pier, except the spaces identified in Condition 10 in conformance with the restrictions therein.
10. Commencing on the Wednesday prior to the tournament, and continuing through the Sunday of the tournament, the City will allow AVP the exclusive use of 14 parking spots in the south portion of the upper south pier parking lot. The remaining parking spaces within the upper pier parking lots shall be reserved for the general public on a first-come, first served basis. AVP personnel, officials, officers, employees, agents, contractors and subcontractors shall not use any other City parking lots in the vicinity of the Pier, except the parking lots identified in Condition 9 in conformance with the restrictions therein.
11. On Saturday and Sunday of the tournament, AVP shall provide free remote parking supply at the lower, easterly City-owned parking lot adjacent to the Manhattan Village Shopping Center, or similar parking lot for the general public (i.e., beachgoers, event spectators and IMC guests). IMC shall monitor and record the number of persons and cars using the remote parking lot on each day and provide the City and the Coastal Commission with the data within one month of the end of the tournament.
12. On Saturday and Sunday of the tournament, AVP shall provide a free shuttle bus service to transport people (i.e., beachgoers, event spectators and AVP guests) between the remote parking lot and the downtown drop-off point (Von's Supermarket). At least two shuttle buses, each holding at least 50 persons, shall run continuously between the drop-off point and the remote parking lot each day between the hours of 7:00 a.m. to 7:00 p.m. One or both of the shuttle buses shall accommodate wheelchairs and handicapped persons. The "headway" time between shuttle service pick-ups shall be not more than 15 minutes.
13. Commencing on Tuesday prior to the tournament, AVP shall provide conspicuously posted on-street informational signs and banners to direct visitors to the free remote parking lot and inform them of the free beach shuttle bus stops. All signage shall be retrieved and properly removed on Monday following the tournament.
14. Commencing on Tuesday prior to the tournament, AVP shall provide no fewer than eight radio announcements and three newspaper advertisements within the Los Angeles County area informing the public of

the shuttle service. These stations shall represent all diverse ethnic and cultural Los Angeles radio markets and shall include Spanish language, youth and news stations. The Operator shall provide copies of each print advertisement to the City and the Coastal Commission within one month of the end of the tournament.

15. The event shall not interfere with the public's access to and use of the pier. Pedestrian access to and from the pier shall remain open and unobstructed at all times. A safe level pathway with a minimum clear width of four feet shall be maintained between the pier and any bleacher or other obstructions. No tents, vehicles (except for emergency vehicles), fences, barriers or other similar structures shall be placed on the pier. The Operator shall monitor the pier in order to prevent any unpermitted encroachments by event sponsors and vendors.
16. The event shall not interfere with the public's use of the bicycle path and The Strand (the public walkway that parallels the beach). The bicycle path and The Strand shall remain open and unobstructed. Temporary re-routing of the bike path during bleacher/platform construction shall be in compliance with the requirements of Los Angeles County, and be addressed in the parking and traffic management plan. No fences, vehicles, materials or structures shall otherwise be parked or placed on the bicycle path or The Strand. The Operator shall monitor The Strand and bicycle path in order to prevent any encroachments by event sponsors and vendors.
17. The event, and all associated development, shall not encroach any closer to the shoreline than 50 feet, measured from the highest water mark.
18. Beer and wine service, and consumption, shall be limited to the VIP platform areas subject to all applicable requirements of the State of California, and County of Los Angeles. Such service and consumption shall only occur between 12:00 noon and 9:00 p.m. on August 15-17, 2017.
19. By acceptance of this Coastal Development Permit, AVP agrees to remove and legally dispose of all trash, waste, oil, grease, and other materials that may be deposited on-site incidental to the volleyball tournament, associated activities, and the general public's use of the event site, pier and adjacent parking facilities. Such clean-up and disposal shall be completed at the end of each day's activities.

SECTION 6. The entitlements conferred by this Resolution shall become effective when all time limits for appeal as set forth in Manhattan Beach Municipal Code Section 10.100.030, and the Manhattan Beach Local Coastal Program - Implementation

Program Section A.96.160 have expired; and, following the subsequent Coastal Commission appeal period (if applicable), which is 10 working days following notification of final local action. This Resolution upon its effectiveness constitutes the Coastal Development Permit for the 2017 Manhattan Beach Open volleyball tournament, that conforms to the description and conditions provided herein.

SECTION 7. The City Clerk shall certify to the adoption of this Resolution.

ADOPTED March 8, 2017.

Ayes:
Noes:
Absent:
Abstain:

David Lesser, Mayor
City of Manhattan Beach

ATTEST:

Liza Tamura, City Clerk

RESOLUTION NO. 17-0031

A RESOLUTION OF THE MANHATTAN BEACH CITY COUNCIL APPROVING AN AGREEMENT BETWEEN MANHATTAN BEACH AND AOS GROUP, LP, A CALIFORNIA LIMITED PARTNERSHIP TO HOST THE MANHATTAN BEACH OPEN VOLLEYBALL TOURNAMENT

THE MANHATTAN BEACH CITY COUNCIL HEREBY RESOLVES AS FOLLOWS:

SECTION 1. The City Council hereby approves the Agreement between the City and AOS Group, LP, dated March 8, 2017, to host the professional beach volleyball event known as “The Manhattan Beach Open”.

SECTION 2. The Council hereby directs the City Manager to execute the Agreement on behalf of the City.

SECTION 3. The City Clerk shall certify to the passage and adoption of this resolution.

ADOPTED on March 8, 2017.

AYES:
NOES:
ABSENT:
ABSTAIN:

DAVID LESSER
Mayor

ATTEST:

LIZA TAMURA
City Clerk

WILLIAM VICTOR



516-670-2590
VIC.LAW1@GMAIL.COM

February 27, 2017

Dear City Council Members and City Clerk of Manhattan Beach and Parks and Recreation Dept.:

Please note that the Manhattan Open event conducted last year did not keep to its plan to keep certain of the Upper Pier Parking lots available to the public on a first come first serve basis . The Parks and Recreation Department violated notice requirements and it appears to have done at this time. Due the the short notice received today requiring comments to be included in the Staff report by today – it is possible that notice provisions under the MB LCP were also violated. The 2016 event also violated the Federal ADA requirements for handicapped parking especially on the upper Pier parking lots and violated its own plans set forth in the agreement executed with the event management company. When the violators were advised some of them responded that they were given permission to ignore the agreement by the then Mayor, Tony D’Erico. The Coastal Commission was made aware and the Director of the local office suggested that this be brought up when this matter is being applied for in 2017. The Manhattan Open is recognized as a wonderful event but last year it was less than wonderful for the handicapped some of whom were given parking by concerned citizens in the community since they required it more than the healthy non handicapped competitors who were given some of these spaces and the City officials who parked in many of those spaces.

Respectfully submitted


William Victor

RECEIVED
2017 FEB 27 PM 5: 22
CITY CLERK'S OFFICE
MANHATTAN BEACH, CA



Agenda Date: 3/8/2017

TO:

Honorable Mayor and Members of the City Council

THROUGH:

Mark Danaj, City Manager

FROM:

Stephanie Katsouleas, Public Works Director

Prem Kumar, City Engineer

Anna Luke-Jones, Sr. Management Analyst

SUBJECT:

2016/17 Mid-Year Review of Capital Improvement Projects (CIP) Program and Presentation Regarding the Status and Future of the 5-Year CIP Program (Public Works Director Katsouleas).

RECEIVE AND FILE

RECOMMENDATION:

Staff recommends that City Council:

- 1) Receive and file the CIP Mid-year update; and
- 2) Discuss and provide direction on the future implementation of the CIP Program based on the information presented herein and the FY 2016/17 and FY 2017/18 Adopted Capital Improvement Policy and Capital Budget Fiscal Policy.

EXECUTIVE SUMMARY:

In FY 2016/17, City Council adopted a two-year budget, with a plan to focus specifically on the CIP Program in the “off year,” or FY 2017/18. Since becoming the Public Works Director, I have had the opportunity to review the entire CIP Program and the challenges it faces in achieving full and successful project implementation. This staff report provides a mid-year update on the adopted FY 2016/17 5-Year CIP, as well as a fresh look at how existing and future projects can best be implemented to achieve the proposed CIP schedule, with a specific focus on project demand versus available staff resources.

The Capital Improvement Projects (CIP) Program is a core function of the City; it includes projects and studies that address the City’s comprehensive infrastructure needs. Between July - December, 2016 six (6) projects were completed. There are 39 projects currently underway totaling just over \$40 million, while an additional 39 projects (worth over \$12

million) have yet to be initiated due to limited resources. Implementing capital projects require significant staff time, as almost all projects follow a thorough 5-step process which is outlined in the Discussion section of this report.

Notably, given the City's existing and projected 5-Year CIP list, there remains a sharp imbalance between the hours needed to complete approved capital projects and the staff resources currently available. In order to successfully complete the planned projects and allow necessary projects to be added each year, staffing resources will need to be augmented. Without these additional resources, Public Works will be unable to meet the current and scheduled demand in a timely manner, and revisions to the 5-year CIP will be necessary. Note that City Council will be asked to consider two alternatives after reviewing the information presented in this staff report, which are to: a) reduce the forecasted number of capital projects that can be implemented over the next five years, or b) increase resources for project implementation to meet the current demand. The outcome of that decision will guide the upcoming CIP review process and actions recommended during the budget sessions, and will include a proposal that correctly aligns the Engineering Division resources with what can realistically be accomplished during each fiscal year moving forward.

FISCAL IMPLICATIONS:

There are no fiscal implications associated with receiving and filing the CIP Mid-year Update. Any fiscal implications associated with the future implementation of the 5-year CIP program will be evaluated following direction received by City Council.

BACKGROUND:

The City of Manhattan Beach has a robust Capital Improvement Project (CIP) Program, consisting of infrastructure projects and studies that address streets, buildings, parks, water and wastewater utilities and other public and right-of-way improvements. Many of the City's infrastructure projects are routine (e.g., slurry, street resurfacing, main replacements), while other projects are "one-time," unique projects (e.g., skate park, reservoir replacement, facility upgrade). The annual CIP program also needs to have the flexibility to address emergency repairs that cannot be anticipated (e.g., elevator repair, pump malfunction). Combined, these projects and studies place a heavy demand on engineering staff resources, whose overarching goals are to complete projects under budget and on-time in conformance with the adopted Capital Improvement Policies.

Funding for the City's CIP comes from at least 20 different sources, which are grouped into four basic categories:

- City Funds (General Fund, TOT and Citations)
- Enterprise Funds (Water, Wastewater, Storm Drain, Parking Meters, State Pier Fund)
- Special Revenues and Local Returns (Prop C, Measure R, Measure M, Gas Tax, Landscaping and Lighting)
- Grants (Community Development Block Grant, Safe Routes to Schools, Parks Grants, Metro, Federal Highway Administration, South Bay Highway Program)

Combined, the City, Enterprise and Special Revenue Funds yielded a net contribution to the CIP program of approximately \$10.7 million in FY 15/16. Over the last five years, the City

has experienced growth in these funds. That trend is expected to continue, in particular with the addition of the Measure M funding starting in the fall of 2017. Collectively, these dedicated funds are and will continue to be used for future capital improvement projects. Grants fund contributions vary each year based on project awards.

Each year, the Department of Public Works proposes capital projects and studies for inclusion in the City's 5-year Capital Improvement Program. The projects proposed typically represent the basic infrastructure maintenance and replacement needs of the community, City facilities and the public right-of way. Prior to being added to the CIP, the proposed projects and studies are evaluated by the City's engineering staff for need, feasibility of implementation, cost effectiveness, potential hurdles, available funding resources and scheduling. The City Council reviews the draft list before it is presented to two commissions. Once finalized, the draft list is presented to the Planning Commission for conformance with the General Plan. The final draft is reviewed and ultimately approved by City Council (with or without modifications).

The adopted 5-year CIP is reviewed annually, and when necessary modifications are made by adding new projects, removing projects if priorities have changed, and/or rescheduling projects based on available resources. Often times, grant funding requirements or restrictions dictate how and when a project is implemented. Once the annual and 5-year CIP list is approved during the budget process, Public Works then provides a semi-annual update on their status. This staff report include a mid-year status update of the FY 2016/17 CIP Program, along with an assessment of the resources currently available the CIP versus what is needed to effectively carry out the mission of Capital Improvement Program itself.

DISCUSSION:

Historically, Manhattan Beach has had limited staff resources to carry out the volume of capital projects proposed and approved, which in turn has led to a growing backlog of projects to be implemented. In addition to the mid-year update, this staff report and associated PowerPoint presentation (Attachment 7) provide data that compares the workload demand with available staff resources, and offers alternatives for moving forward to successfully implement the CIP program.

Mid-year Update:

The 5-year CIP adopted for FY 2016/17 through FY 2020/21 identified 124 separate projects that included carry over projects from prior years as well as current projects and those scheduled to be implemented sometime within the next five years. The total allocation (appropriated and earmarked) for those projects is nearly \$108 million. However, it is worth noting that the actual number of projects that *should be* implemented by Public Works over the next five years is higher because the following projects were not listed on a previous plan but are needed:

- Water Main Replacements (annually for 5 years)
- Other Water Projects (to be determined)
- Additional Sewer Main replacements (annually for 4 years)
- Facility Improvements (listed as one line item, but will include many unique projects)
- Deferred Maintenance (listed as one line item, but will include several unique projects)

- Required Periodic Studies and Reports (e.g., Urban Water Management Plan, Sewer System Management Plan, Pavement Management Condition report, Speed Survey)
- Additional Streets Projects (new Measure M funding)
- 19 Newly Proposed Parks Projects, received in January 2017
- Unforeseen Repairs Subject to Public Contract Code Bidding Requirements
- Upcoming Joint Watershed Storm Water Projects
- Potential Council/Community Initiatives (e.g., Begg Pool, Fire Station 2, City Hall)

Attachment 1 includes a list of the 39 projects actively underway, along with their status (e.g., design, bidding, construction and funding sources). They total approximately \$40.2 million and include:

- 2 Water Projects
- 3 Wastewater Projects
- 2 Storm Water Projects
- 23 Streets/Sidewalk/Pedestrian Projects
- 8 Facilities Projects
- 1 Parking Lot Project

It is also worth noting that several projects currently underway are significant both in terms of funding and staff resource demand. They include the Sepulveda Bridge Widening Project, replacement of Peck Reservoir and the Pier/Roundhouse Renovation Project. Combined, they total about \$23 million out of the \$40.2 million allocated to the active list of projects.

Attachment 2 includes a list of the 6 projects completed between July - December, 2016. They include:

1. LED traffic Safety Lighting
2. Sewer Main Spot Repairs
3. Water Main Replacements and Fire Hydrant Installation
4. Fire Station Security Card Installation
5. Slurry Seal (Areas 2 and 3)
6. Energy Efficiency Implementation Study

Attachment 3 includes a list of 39 projects that were scheduled to begin in prior years or this year, but have yet to be initiated due to limited staff resources. These projects total approximately \$12.8 million.

As mentioned above, the current 5-year CIP program has identified a total of 124 separate projects scheduled for implementation.

Future of CIP Implementation

Prior to fully evaluating the future of the CIP program, it is important to understand the level of effort required to implement a capital project, which can be divided into five separate stages. Please note that most, but not all, capital projects will require progressing through these five stages, which include:

1. Request for Proposals (RFP)

This stage includes gathering preliminary information that must be included in the RFP for design service; preparing exhibits; writing and releasing an RFP; issuing addendums (if necessary); evaluating proposals; scheduling and hosting interviews; selecting a consultant; negotiating; awarding the project; and executing a contract. The RFP stage typically demands about 15% of the total project's staff time.

2. Design Services

This stage includes preparing and providing relevant documents; hosting a kick-off meeting and other regular meetings; conducting field visits (if needed); overseeing design progress; processing invoices; reviewing draft and final plans and specifications; submitting for plan check; and often times conducting public outreach. The Design Services stage typically demands about 28% of the total project's staff time.

3. Bidding and Contract Award

Once plans and specifications are developed and approved, the project is ready for bidding. The bidding stage includes advertising for receipt of public bids; preparing for and hosting a pre-bid meeting; releasing addenda as needed; evaluating the bids received for conformance with bidding requirements; awarding the project; executing a contract; and responding unsuccessful bidders. The Bidding and Contract Award stage typically demands about 5% of the total project's staff time.

4. Construction

This stage is where largest percentage of staff time is spent. Activities include hosting a preconstruction meeting; coordinating outreach to affected communities; public meetings (if necessary), daily visits to the project site; hosting regular progress meetings; reviewing and processing requests for information (RFIs) and change orders; processing invoices; and reviewing the work completed for any deficiencies in workmanship (i.e., creating punch lists). The Construction stage typically demands about 47% of the total project's staff time.

5. Closeout

This stage includes ensuring punch list items are completed; processing the final invoices; accepting the project as complete; finalizing as-builts; releasing the retention; and preparing the file for audit. The Closeout stage typically demands about 5% of the total project's staff time.

Attachment 4 includes a detailed summary of the estimated hours required for the 39 active projects underway as the progress through each of the five stages listed above.

The Engineering Division of Public Works is the primary group responsible for implementing the CIP program using the five stages. Currently, the Division has three (3) full time engineers dedicated to the CIP program, which include two Senior Civil Engineers and one City Engineer. When feasible, the Division also utilizes the support of its Engineering Technician. The CIP program also includes some portion of administrative staff for document management and other secretarial duties. The total number of working hours that each engineer has available to work on CIP projects over the course of one year is about 1,700 hours. With three (3) current engineers at 1,700 hours each, the total annual

resource value for CIP projects comes to 5,100 hours.

Given the small staff available, historically it was not uncommon for the Division to help address its CIP demand by supplementing the Engineering Division with other resources, including using other Public Works staff and on-call consultants. However, those approaches are not sustainable for several reasons, including other staff have their own core responsibilities and workload, working staff out-of-class in a prolonged manner presents equity challenges, consultants experience staff turnovers and/or reassignments, and lastly, recent developments in state and federal characterization of employees.

As mentioned above there are currently 39 active projects and another 39 that were scheduled to begin between FY 10/11 and FY16/17 but have not yet begun. Combined, they require nearly 18,000 hours of engineering staff time for implementation. The remaining carry over projects and those scheduled to begin this coming year (FY 17/18) will require another 12,900 hours of staff time to implement. And the remaining three years of CIP projects require an estimated 30,950 staff hours to complete (see Attachment 5). Combined, the 5-year CIP total resource demand is over 61,000 hours of staff time if the projects are to be initiated and completed according to the projected schedule. With the current annual staff resources of 5,100 hours available to the Engineering Division, it will take just over 11 years to complete the current 5-year CIP. And during that time, undoubtedly the list of needed projects will have also grown.

It is abundantly clear that the Engineering Division is significantly understaffed when compared to CIP project demand. And, as mentioned above, this need does not account for any projects that will be added to the list over the next five years or any unplanned/emergency projects subject to public contracting code, and it does not include the demands placed on the Engineering Division to complete reports and studies not listed in the CIP program but which are required on a periodic basis. In order to successfully complete the planned projects and allow necessary projects to be added each year, staffing resources will need to be augmented. Without these additional resources, Public Works will be unable to meet the current and scheduled demand in a timely manner, and revisions to the 5-year CIP will be necessary. Therefore, following direction given by City Council on March 8, 2017, staff will prepare a new 5-year CIP during the upcoming budget sessions based on the policy alternative chosen below.

POLICY ALTERNATIVES:

In preparation for presenting a revised CIP Program and budget, City Council has several options for consideration, which include:

ALTERNATIVE # 1: Consider reducing the number of capital projects forecasted to be implemented over the next five years.

PROS: The City will not need to increase staffing resources to implement CIPs, and there will not be any additional financial impact to the various capital project funds for personnel.

CONS: The number of deferred capital projects and associated fund balances will continue to grow because projects will not be implemented in a timely manner. The Engineering Division will not be adequately staffed to carry out the core mission of the CIP Program, and

facilities will continue to deteriorate while the actual cost of construction will continue to increase as a result of the deferrals.

ALTERNATIVE 2: Consider increasing Engineering Division staffing levels to more accurately align CIP resources and forecasted demand.

PROS: Capital projects can be implemented in a timelier manner and in accordance with the City's Capital Budget Fiscal Policies. Staff can begin clearing the backlog of capital projects that has developed over the last five years. Staff resources will more closely align with the current and foreseeable future CIP demand. The Engineering Division will be able to better meet the demands of the community, various City departments and new City Council initiatives. New positions can be funded with no net impact to the General Fund.

CONS: The number of capital projects that can realistically be implemented each year will fall well short of the need, demand and funding available to implement them. The current 5-year CIP will be revised into a 10-year CIP to more accurately match existing staff resources. Engineering staff will not be able to meet the needs of the community, various City departments and City Council initiatives.

CONCLUSION:

In summary, ensuring the proper care and management of the City's infrastructure is a core function of the City of Manhattan Beach. And as such, the CIP implementation schedule must be realistically forecasted moving forward by properly aligning staff resources with project demand. This means that either the staff resources available to implement projects must increase, or the number and complexity of infrastructure projects must decrease. Under the current framework, it will take the City's engineers more than a decade to implement the existing 5-year CIP, while fund balances will continue to grow because they cannot be drawn down in a timely manner. Alternatively, more engineers will need to be hired in the immediate future if staff is to adequately meet the current and future annual CIP program demand. Overall, increasing staff resources in lieu of deferring projects can be cost-effective when considering the rising cost of construction for each year a project is delayed.

Therefore, staff recommends that City Council consider the following:

- 1) Direct staff to bring back a revised CIP schedule as part of budget adoption that realistically aligns project implementation with the staff resources currently available. This will include revising the current 5-year CIP into a 10-year CIP so that it is in conformance with adopted Budget and CIP Policies (see Attachment 6); or
- 2) Direct staff to provide a financial analysis on how increased Engineering staff could be funded with no net impact to the General Fund, such that it would better align personnel resources with the current CIP demand. Staff would bring the item back as part of the budget adoption process, or sooner if desired, with additional information on how each position will be funded.

PUBLIC OUTREACH/INTEREST:

No public outreach has been conducted on this topic.

ENVIRONMENTAL REVIEW

This is not a project, and thus no environmental review is required.

LEGAL REVIEW

The City Attorney has reviewed this report and determined that no additional legal analysis is necessary.

Attachments:

1. List of 39 Active Projects
2. List of 6 Completed Projects
3. List of 39 Delayed Projects
4. Staff Hours Demand for Active Projects
5. Staff Hours Demand for All Projects Scheduled in Current - FY 2020-2021
6. Capital Improvement Policies and Capital Budget - Fiscal Policies
7. PowerPoint Presentation

39 Active Projects in the MB Capital Improvement Program

	PROJECT TITLE	Carryover Project Number	Carryover Project Original Funding Yr	Status as of 03/31/16	Previously Committed Unspent Funds	FY2016-17	FUND SOURCE(S)
WATER PROJECTS							
1	Utility Radio Telemetry	11834E	FY 2010-11	Design	\$ 272,655	\$ -	Water Fund
2	Peck Ground Level Reservoir Replacement Design	15836E	FY 2014-15	Design	\$ 1,500,000	\$ 500,000	Water Fund
WASTEWATER PROJECTS							
3	Utility Radio Telemetry	11838E	FY 2010-11	Design	\$ 93,795	\$ -	Wastewater Fund
	13th Street Sewer Main Replacement (added)		Emergency	Construction			Wastewater Fund
4	Repair/Replacement in Area 4 Rehabilitation of Sewer Mains	15844E	FY 2014-15	Design	\$ 600,000	\$ -	Wastewater Fund
STORMWATER PROJECTS							
5	Storm Drain Repairs	15842E	FY 2014-15	Design	\$ 897,395	\$ -	Storm Drain Fund
6	Stormwater Catch Basin Inserts	16401E	FY2015-16	Bidding	\$ 200,080	\$ 210,000	Storm Drain Fund
STREETS / TRANSPORTATION / OTHER ROW							
7	Street Resurfacing Project: Liberty Village		FY 2016-17	RFP for Design		\$ 800,000	Measure R Local Return
8	Sepulveda Blvd. & 8th St Intersection Improvements	14821E	FY2013-14	Pre-Design	\$ 235,535	\$ -	10% HIS; 90% Gas Tax Fund
9	Sepulveda Bridge	10827E	FY 2009-10	Design	\$ 19,450,710	\$ -	Proposition C, Safety LU, Metro Call, Measure R SBHP
10	Dual Left-Turn Lanes on MBB at Sepulveda EB, NB, WB	09823E	FY 2008-09	Design	\$ 1,362,420	\$ -	Proposition C; SBHP
11	Aviation at Artesia, SB to WB Right-Turn Lane	16104E	FY2015-16	Design	\$ 1,499,220	\$ -	Gas Tax Fund & SBHP
12	22 Intersection Pedestrian Improvements	14823E	FY2013-14	Design	\$ 248,065	\$ -	10% HSIP; 90% Gas Tax Fund
13	Cycle 3 Safe Routes to School Program	13842E	FY 2012-13	Design	\$ 464,595	\$ -	CIP Fund; State Grant Funds
14	Cycle 10 Safe Routes to School Program	13844E	FY 2012-13	Design	\$ 497,500	\$ -	10% CIP Fund; 90% State Grant
15	Annual Curb, Gutter and Ramp Replacement Project	16108E	FY 2015-16	Design	\$ 263,254	\$ 365,000	Gas Tax Fund
16	Parkview Sidewalk Project	16109E	FY 2013-14	Design	\$ 130,000	\$ -	Gas Tax Fund
17	Manhattan Ave./Highland Ave. Improvement Project (1st-8th)	10823E	FY 2009-10	Design	\$ 702,805	\$ -	Gas Tax Fund
18	Downtown Streetscape: 16 Traffic Signal Pole Replacement	13822E	FY 2012-13	Design	\$ 1,099,740	\$ -	CIP Fund
19	Pedestrian Crossing Improvements at 38th Street	15835E	FY 2014-15	Ready to Bid	\$ 143,130	\$ 100,000	CIP Fund
20	Rosecrans Ave Bike Lane Installation at Sepulveda	13829E	FY 2012-13	Ready to Bid	\$ 160,810	\$ -	CIP Fund
21	Street Resurfacing Project: MBB (Sepulveda to Aviation)	15825E	FY 2014-15	Ready to Bid	\$ 96,415	\$ 900,000	Gas Tax Fund
22	Street Resurfacing Project: Oak, Redondo, & 11th	16103E	FY2015-16	Ready to Bid	\$ 250,000	\$ -	Gas Tax Fund match
23	Street Resurfacing Project: 1100 block of 3rd St.		FY 2016-17	Ready to Bid		\$ 350,000	Measure R Local Return
24	Signalized Crosswalk: MBB @ Target Driveway	15826E	FY 2014-15	Ready to Bid	\$ 181,490	\$ -	Measure R Local Return
25	Raised Median Construction: MBB, west of Aviation	15827E	FY 2014-15	Ready to Bid	\$ 146,490	\$ -	Measure R Local Return
26	Traffic Device(s) at Highland & 38th St.	16105E	FY2014-15	Ready to Bid	\$ 159,710	\$ -	Measure R Local Return
27	Traffic Signal Preemption Devices	16106E	FY2015-16	Purchasing	\$ 75,000	\$ 75,000	CIP Fund
28	Strand Stairs: Construction	10824E	FY 2009-10	Construction	\$ 1,650,531	\$ -	CIP Fund
29	CDBG Access Ramp Construction Project	15834E	FY 2014-15	Construction	\$ 312,830	\$ 100,000	CIP Fund (CDBG Funds)
30	Street Resurfacing Project: Marine (Sepulveda to Aviation)		FY 2016-17	Design		\$ 100,000	Proposition C
FACILITIES							
31	Fiber Master Plan		FY 2016-17	RFP for Design		\$ 150,000	CIP Fund
32	Pier Improvements (Roundhouse, Water, Sewer)	15848E	FY 2014-15	RFP for Design	\$ 1,363,190	\$ -	State Pier Fund
33	Fire Station 2 Design Development	15829E	FY 2014-15	Conceptual Design	\$ 320,500	\$ -	CIP Fund
34	Field Netting at Dorsey, Live Oak and Manhattan Heights	16205E	FY2015-16	Design	\$ 150,000	\$ -	CIP Fund
35	Veterans Parkway - Landscape/Hardscape Project	15831E	FY 2014-15	Final Design	\$ 432,825	\$ -	CIP Fund
36	Pier Improvements: Comfort Station Wall Tiles		FY 2014-15	Construction Award	\$ 40,000	\$ -	State Pier Fund
37	Live Oak Tennis Office Fiber Connectivity via Joslyn Center	16202E	FY2015-16	Construction	\$ 35,420	\$ -	CIP Fund
38	Mgmt Services Welcome Center & Restroom Remodel	16215E	FY 2014-15	Partial Construction	\$ 95,015	\$ -	CIP Fund
PARKING PROJECTS							
39	#2 Parking Structure Structural Rehabilitation/Reinvestment	15846E	FY 2014-15	Construction	\$ 591,740	\$ 814,500	Parking Fund
Total Project Allocations					\$ 35,722,865	\$ 4,464,500	

Attachment 2**6 Completed Projects During FY 16/17 in the MB Capital Improvement Program**

	Project	Project Number	Original Funding Year	Funding Allocation	Fundi Source
1	LED Traffic Safety Lighting	16107E	FY2015-16	\$ 77,000	CIP Fund
2	Spot Repairs in Area 7 Rehabilitation of Sewer Mains	13835E	FY2011-12	\$ 1,654,040	Wastewater Fund
3	Areas 2 & 3 Pipe Replacement Program and Fire Hydrant Installation	13833E	FY 2012-13	\$ 1,627,010	Water Fund
4	Fire Station Security Card Installation	15833E	FY 2014-15	\$ 40,000	CIP Fund
5	Areas 2 & 3 Slurry Seal Project	15820E	FY 2014-15	\$ 485,050	Gas Tax Fund
6	Energy Efficiency Implementation Study/Plan	16210E	FY2015-16	\$ 100,000	CIP Fund

Attachment 3

39 Delayed Projects in the MB Capital Improvement Program

	PROJECT TITLE	Carryover Project Number	Carryover Project Original Funding Yr	Previously Committed Unspent Funds	FY2016-17	FUND SOURCE(S)
WASTEWATER PROJECTS						
1	Main Repairs -Areas 5 & 7 Design	16501E	FY 2015-16	\$ 125,000	\$ -	Wastewater Fund
3	Main Repairs - Areas 5, 6 & 7 Design		FY 2016-17		\$ 100,000	Wastewater Fund
2	Poinsettia Sewage Lift Station Replacement and Force Main Replacement	15843E	FY 2014-15	\$ 300,000	\$ -	Wastewater Fund
WATER PROJECTS						
4	Larsson Street Booster Station Improvement	12828E	FY 2011-12	\$ 745,500	\$ -	Water Fund
5	Areas 5, 6 & 7 Pipe Replacement Program and Fire Hydrant Installation	16302E	FY2015-16	\$ 100,000	\$ -	Water Fund
6	Paint Block 35 Elevated Tank	15837E	FY 2014-15	\$ 498,740	\$ 365,000	Water Fund
7	Chloramination System at Wells 11 & 15	15838E	FY 2014-15	\$ 302,875	\$ -	Water Fund
8	Redrill & Equip Well 15		FY 2016-17		\$ 300,000	Water Fund
9	Water Meter Upgrade and Automation		FY 2016-17		\$ 2,670,000	Water Fund
STREETS / TRANSPORTATION						
10	Sepulveda/Oak Neighborhood Intrusion Study		FY 2016-17	\$ -	\$ 50,000	CIP Fund
11	Protected Left-Turns: Manhattan Beach Blvd at Peck Ave		FY 2016-17	\$ -	\$ 35,000	Msr R Local Return
12	Sepulveda Intersection Improvements (Rosecrans, 33rd St., Cedar, 14th St & 2nd St.)		FY 2016-17	\$ -	\$ 90,000	Proposition C
13	Street Resurfacing Project: Rosecrans Avenue (Sepulveda Blvd to Redondo Ave)	11822E	FY 2010-11	\$ 250,000	\$ -	Gas Tax Fund
14	Morningside Drive Rehabilitation (10th Pl to MBB)	15822E	FY 2014-15	\$ 75,000	\$ -	Gas Tax Fund
15	Street Resurfacing Project: Blanche, Marine, & 27th	15824E	FY 2014-15	\$ 75,000	\$ 300,000	Gas Tax Fund
16	Sepulveda Blvd Multimodal Streetscape Plan		FY 2016-17		\$ 150,000	CIP Fund
17	Annual Slurry Seal Project	16102E	FY2015-16	\$ 385,000	\$ 385,000	Gas Tax Fund
18	LED Traffic Safety Lighting	16107E	FY2015-16	\$ 77,000	\$ -	CIP Fund
19	Pedestrian Crossing Beacons on Highland at 34th, 35th and 36th	15835E	FY 2014-15	\$ 50,000	\$ 100,000	CIP Fund
20	Veterans Parkway Pedestrian Access Master Plan				\$ 80,000	CIP Fund
21	Triennial Pavement Management System Update				\$ 40,000	Gas Tax
22	Signal Battery Back-Up Installation		FY 2016-17		\$ 110,000	CIP Fund
FACILITIES						
23	Community Development Office Two (2) New Work Stations and Front Counter Modification	16203E	FY2015-16	\$ 70,000	\$ 150,000	CIP Fund
24	Human Resources Offices Improvements	16204E	FY2015-16	\$ 132,000	\$ -	CIP Fund
25	Fire Station 1 Diesel Exhaust Removal System	16212E	FY2015-16	\$ 30,000	\$ -	CIP Fund
26	Marine Ave Park Baseball Field Synthetic Turf	16209E	FY2015-16	\$ 148,075	\$ -	CIP Fund \$100k Little League Donation \$75k
27	Park Master Plan	16213E	FY2015-16	\$ 100,000	\$ -	CIP Fund
28	Replace Light Fixtures at Manhattan Village Field	16206E	FY2015-16	\$ 100,230	\$ -	CIP Fund
29	Installation of New Fitness Station and Surfacing at Miraposa Fitness Station	16207E	FY2015-16	\$ 55,000	\$ -	CIP Fund
30	Begg Field Synthetic Turf & Light Fixture Replacment	16208E	FY2015-16	\$ 1,332,000	\$ -	CIP Fund
31	Engineering Division Space Planning	16211E	FY2015-16	\$ 35,000	\$ 250,000	CIP Fund
32	Facility Improvements	15828E	FY 2014-15	\$ 1,482,980	\$ -	CIP Fund
33	Deferred Maintenance		FY 2016-17		\$ 500,000	CIP Fund
34	Wayfinding Sign Program	15832E	FY 2014-15	\$ 1,200	\$ -	CIP Fund
35	Village Field Replacement Turf		FY 2016-17		\$ 60,000	CIP Fund
36	Ceramics Studio Renovation		FY 2016-17		\$ 267,000	CIP Fund
37	City-Owned Refuse Enclosure Improvements: Design	15845E	FY 2014-15	\$ 150,000	\$ -	Refuse Fund
PARKING PROJECTS						
38	North Manhattan Beach Business Improvement District Streetscape*	07829E	FY 2006-07	\$ 84,775	\$ -	Parking Fund/ North MB BID
39	Lot 1 Retaining Wall (10th & Bayview)	15847E	FY 2014-15	\$ 100,000	\$ -	Parking Fund
Total Project Allocations				\$ 6,805,375	\$ 6,002,000	

Attachment 4: Hours Demand for Active Projects

39 Active Projects in the MB Capital Improvement Program

	PROJECT TITLE	RFP For Design	Design Services	Bidding and Contracting	Construction	Wrap Up	Total Hours
WATER PROJECTS							
1	Utility Radio Telemetry	20	50	15	130	15	230
2	Peck Ground Level Reservoir Replacement Design	200	450	60			710
WASTEWATER PROJECTS							
3	Utility Radio Telemetry (combined with Water project)	0	0	0	0	0	0
4	Repair/Replacement in Area 4 Rehabilitation of Sewer Mains	80	150	25	250	30	535
STORMWATER PROJECTS							
6	Storm Drain Repairs	40	80	25	150	30	500
5	Catch Basin Inserts	40	80	10	80	10	220
STREETS / TRANSPORTATION / OTHER ROW							
7	Street Resurfacing Project: Liberty Village	80	90	40	100	20	330
8	Sepulveda Blvd. & 8th St Intersection Improvements	30	80	20	80	10	220
9	Sepulveda Bridge	80	200	60	2510	150	3000
10	Dual Left-Turn Lanes on MBB at Sepulveda EB, NB, WB	40	200	30	200	30	500
11	Aviation at Artesia, SB to WB Right-Turn Lane	40	120	30	140	20	350
12	22 Intersection Pedestrian Improvements	30	70	25	195	30	350
13	Cycle 3 Safe Routes to School Program	30	80	25	180	35	350
14	Cycle 10 Safe Routes to School Program	30	80	25	180	35	350
15	Annual Curb, Gutter and Ramp Replacement Project	20	30	15	100	15	180
16	Parkview Sidewalk Project	15	30	10	50	15	120
17	Manhattan Ave./Highland Ave. Improvement Project (1st-8th)	40	65	20	150	25	300
18	Downtown Streetscape:16 Traffic Signal Pole Replacement	70	90	60	250	30	500
19	Pedestrian Crossing Improvements at 38th Street	50	55	20	150	25	300
20	Rosecrans Ave Bike Lane Installation at Sepulveda	25	60	15	30	15	145
21	Street Resurfacing Project: MBB (Sepulveda to Aviation)	40	80	35	265	30	450
22	Street Resurfacing Project: Oak, Redondo, & 11th	15	30	15	50	15	125
23	Street Resurfacing Project: 1100 block of 3rd St.	30	35	25	90	20	200
24	Signalized Crosswalk: MBB @ Target Driveway	15	25	15	35	10	100
25	Raised Median Construction: MBB, west of Aviation	10	15	10	25	10	70
	Traffic Device(s) at Highland & 38th St. (Combined with above)	-	0	0	0	0	0
26	Traffic Signal Preemption Devices			15	10		25
27	Strand Stairs: Construction	55	150	15	160	20	400
28	CDBG Access Ramp Construction Project	20	80	15	55	30	200
29	Skate Spot				40	10	50
30	Street Resurfacing Project: Marine (Sepulveda to Aviation)	40	70	15	150	25	300
FACILITIES							
31	Fiber Master Plan Support	30	80	5	25	10	150
32	Pier Improvements (Roundhouse, Water, Sewer)	60	250	35	425	30	800
33	Fire Station 2 Design Development	30	120	25	250	30	455
34	Field Netting at Dorsey, Live Oak and Manhattan Heights	30	40	20	190	20	300
35	Veterans Parkway - Landscape/Hardscape Project	15	50	20	50	30	165
36	Pier Improvements: Comfort Station Wall Tiles (included with Pier Improvements)		0	0	0	0	0
37	Live Oak Tennis Office Fiber Connectivity via Joslyn Center	15	50	10	20	10	105
38	Mmgt Services Welcome Center & Restroom Remodel	25	50	25	130	20	250
PARKING PROJECTS							
39	#2 Parking Structure Structural Rehabilitation/Reinvestment	40	80	25	325	30	500
Total Project Allocations							13,835

Attachement 5

CIP Projects: Projected Hours Demand for Each Project By Year (Current through FY 2020/21)		Previous Year(s) or Current Year	2017/18	2018/19	2019/20	2020/21
WATER PROJECTS						
1	Utility Radio Telemetry	230				
2	Peck Ground Level Reservoir Replacement	710	1620			
3	Larsson Street Booster Station Improvement	450				
4	Areas 5, 6 & 7 Pipe Replacement & Fire Hydrant Installation	535				
5	Block 35 Elevated Tank Rehab/Painting	350				
6	Block 35 Ground Level Reservoir Replacement		200	1200	100	
7	Redrill & Equip Well 15	100	200			
8	Chloramination System at Wells 11 & 15	200				
9	Well Collection line From Well 11A to Block 35		100	350	100	
10	Water Meter Upgrade and Automation	100				
11	Water Meter Upgrade and Automation		100			
12	Water Main Replacement		535			
13	Water Main Replacement			535		
14	Water Main Replacement				535	
15	Water Main Replacement					535
16	Water Master Plan			300		
17	Other Projects TBD			1700	3000	3000
WASTEWATER PROJECTS						
18	Wastewater Master Plan Update					300
19	Utility Radio Telemetry (combined with water project)	0				
20	Pier Lift Station Upgrade and Force Main Replacement		300			
21	13th Street Sewer Main Replacement	50				
22	Repair/Replacement in Area 4 Rehabilitation of Sewer Mains	535				
23	Main Repairs -Areas 5, 6 & 7	170	460			
24	Poinsettia Lift Station Replace. and Force Main Replace.	150	500			
25	Pacific Lift Station Upgrade and Force Main Replace.		650			
26	Voorhees Lift Station Upgrade and Force Main Replacement			650		
27	Meadows Lift Station Upgrade and Force Main				650	
28	Palm Lift Station Upgrade and Force Main Replacement					650
29	Main Repair/Replacement		535			
30	Main Repair/Replacement			535		
31	Main Repair/Replacement				535	
32	Main Repair/Replacement					535
STORMWATER PROJECTS						
33	Catch Basin Inserts	220				
34	Catch Basin Inserts		220			
35	Catch Basin Inserts			220		
36	Catch Basin Inserts				220	
37	Catch Basin Inserts					220
38	Storm Drain Repairs	500				
39	Storm Drain Repairs			500		
40	Storm Drain Repairs				500	
41	Storm Drain Repairs					500
42	Storm Drain Master Plan		300			
STREETS / TRANSPORTATION						
43	Sepulveda Bridge	200	1500	1300		
44	Street Resurfacing Project: Liberty Village	330				
45	Street Resurfacing Project: MBB (Sepulveda to Aviation) & Crosswalk	450				
46	Raised Median Construction: MBB, west of Aviation	70				
47	Street Resurfacing Project: Oak, Redondo, & 11th	125				
48	Street Resurfacing Project: 1100 block of 3rd St.	200				
49	Street Resurfacing Project: Blanche, Marine, & 27th	50	250			
50	Street Resurfacing Project: Rosecrans (Sepulveda to Redondo)	450				
51	Street Resurfacing Project: Marine (Sepulveda to Aviation)	300				
52	Sepulveda Blvd. & 8th St Intersection Improvements	220				
53	Sepulveda Intersection Improvements (Rosecrans, 33rd, Cedar, 14th & 2nd)	100	450			
54	Manhattan Ave./Highland Ave. Improvements (1st-8th)	300				
55	Aviation at Artesia, SB to WB Right-Turn Lane	350				
56	Morningside Drive Rehabilitation (10th Pl to MBB)	150				
57	Dual Left-Turn Lanes on MBB at Sepulveda EB, NB, WB	500				
58	Protected Left-Turns: Manhattan Beach Blvd at Peck Ave	200				
59	Signalized Crosswalk: MBB @ Traget Driveway	100				
60	Downtown Streetscape: 16 Traffic Signal Pole Replacement	500				

CIP Projects: Projected Hours Demand for Each Project By Year (Current through FY 2020/21)		Previous Year(s) or Current Year	2017/18	2018/19	2019/20	2020/21
61	Traffic Signal Preemption Devices	25				
62	Traffic Signal Preemption Devices		25			
63	Traffic Signal Preemption Devices			25		
64	Live Oak Tennis Office Fiber Connectivity via Joslyn Center	105				
65	Field Netting at Dorsey, Live Oak and Manhattan Heights	300				
66	Strand Stairs: Construction	400				
67	Pedestrian Crossing Improvements at 38th Street/Highland	300				
68	Traffic Devices at 38th Street/Highland (combined with above)	0				
69	Ped. Crossing Beacons /Highland at 34th, 35th and 36th	300				
70	22 Intersection Pedestrian Improvements	350				
71	Cycle 3 Safe Routes to School Program	350				
72	Cycle 10 Safe Routes to School Program	350				
73	Parkview Sidewalk Project	120				
74	Ocean Drive Walkstreet Crossings			80	180	
75	Rosecrans Ave Bike Lane Installation at Sepulveda	145				
76	Strand Bikeway Pier Undercrossing					250
77	Non-Motorized Trans Project: Crosswalks, Bike Lanes		200			
78	Non-Motorized Trans Project: Crosswalks, Bike Lanes			200		
79	Non-Motorized Trans Project: Crosswalks, Bike Lanes				200	
80	Non-Motorized Trans Project: Crosswalks, Bike Lanes					200
81	CDBG Access Ramp Construction Project	200				
82	CDBG Access Ramp Construction Project		200			
83	CDBG Access Ramp Construction Project			200		
84	CDBG Access Ramp Construction Project				200	
85	CDBG Access Ramp Construction Project					200
86	Annual Curb, Gutter and Ramp Replacement Project	180				
87	Annual Curb, Gutter and Ramp Replacement Project		180			
88	Annual Curb, Gutter and Ramp Replacement Project			180		
89	Annual Curb, Gutter and Ramp Replacement Project				180	
90	Annual Curb, Gutter and Ramp Replacement Project					180
91	Annual Slurry Seal Project	300				
92	Annual Slurry Seal Project		300			
93	Annual Slurry Seal Project			300		
94	Annual Slurry Seal Project				300	
95	Annual Slurry Seal Project					300
96	Sepulveda/Oak Neighborhood Intrusion Study	80				
97	Triennial Pavement Management System Update		75			
98	Triennial Pavement Management System Update					75
99	Sepulveda Blvd Multimodel Steetscape Plan	150				
100	Signal Battery Back-Up Installation	25				
101	Veterans Parkway Pedestrian Access Master Plan	70				
FACILITIES, STUDIES and OTHER						
102	Fiber Master Plan Support	150				
103	Park Master Plan Support	100				
104	Wayfinding Sign Program Study	50				
105	Fire Station 1 Diesel Exhaust Removal System	75				
106	Fire Station 2 Design Development	455				
107	Mmgt Services Welcome Center & Restroom Remodel	250				
108	CommDev Office: 2 New Work Stations/Front Counter Mod.	100				
109	Human Resources Offices Reconfiguration & Improvements	200				
110	Engineering Division Space Planning	200				
111	Pier Improvements (Roundhouse, Water, Sewer)	800	700			
112	Veterans Parkway - Landscape/Hardscape Project	165				
113	Skate Spot	50				
114	Ceramics Studio Renovation	200				
115	Village Field Replacement Turf	50	300			
116	Begg Field Synthetic Turf & Light Fixture Replacment	50	350			
117	Marine Ave Park Baseball Field Synthetic Turf	50	300			
118	Replace Light Fixtures at Manhattan Village Field	100				
119	New Fitness Station & Surfacing at Miraposa Fitness Station	230				
120	City-Owned Refuse Enclosure Improvements: Design	100				
121	Facility Improvements	700				
122	Facility Improvements		1800			
123	Facility Improvements			1800		
124	Facility Improvements				1800	

CIP Projects: Projected Hours Demand for Each Project By Year (Current through FY 2020/21)		Previous Year(s) or Current Year	2017/18	2018/19	2019/20	2020/21
125	Facility Improvements					1800
126	Deferred Maintenance	250				
127	Deferred Maintenance		500			
128	Deferred Maintenance			500		
129	Deferred Maintenance				500	
130	Deferred Maintenance					500
PARKING PROJECTS						
131	#2 Parking Structure Structural Rehabilitation/Reinvestment	500				
132	North Manhattan Beach BID Streetscape*	50				
133	Pier Lot Safety Lighting	75				
134	Lot 1 Retaining Wall (10th & Bayview)	150				
135	Downtown Parking Facility Capital Investment Plan		50			
136	Downtown Parking Structure Rehab #3			1500		
137	El Porto Parking Structure Rehab #4				500	
138	Intelligent Parking Occupancy System (Lots 2, 3 & M)			65	65	
Total Hours		17,745	12,900	12,140	9,565	9,245

Blue: Active Projects

Black: Inactive and/or Upcoming

Red: Need to be added to CIP

Total CIP NEED: 61,595 Hours Over 5 Years

CAPITAL IMPROVEMENT POLICIES

DEDICATED CIP FUNDING SOURCES

Most of the City's infrastructure has a designated revenue source to pay for its upgrade or replacement as appropriate. For example, water/wastewater rates fund utility infrastructure needs; gas tax revenues fund street needs; and storm drainage needs are paid for with related fees and assessments. However, our public buildings and our park system are the primary beneficiaries of the City's Capital Improvement Fund (CIP). Specific revenue sources have been designated to provide permanent funding in support of general operational infrastructure. In particular, the City has dedicated:

- 15% of annual hotel transient occupancy tax (1.5% of the 10% tax);
- Fifty cents of the per hour charge for all on-street city parking meter collections;
- \$4 of each parking citation (with the exception of expired meter cites).

Transfers into the CIP Fund will be processed by the Finance Department on a monthly basis and recorded as such in the annual adopted budget.

FIVE YEAR CAPITAL IMPROVEMENT PROGRAM (CIP)

The City shall annually prepare a capital improvement spending program projecting capital needs for a five year period. This CIP shall address all of the City's funds. The first year of the five year CIP will be consistent with, and adopted as a component of, the annual operating budget. In the development of the Capital Improvement Program, the operating costs associated with the capital project will be projected and considered in conjunction with the CIP.

ENTERPRISE FUND CAPITAL IMPROVEMENTS

Capital Improvements funded from the Enterprise Funds shall be paid for in combination of "pay-as-you-go" financing and the use of long-term debt. The City shall periodically review its enterprise capital needs and establish capital spending plans that are appropriate and reflect a combination of debt and "pay-as-you-go," while attempting to keep our rates competitive with those in the surrounding area.

Adopted Budget Policies

7) Capital Budget – Fiscal Policies

- a. Capital project proposals shall include substantially complete, reliable and attainable cost estimates. Project cost estimates for the Capital Budget should be based upon a preliminary analysis of the project and are expected to be as reliable as the level of detail known about the project.
- b. Proposals shall include a comprehensive project sheet. The project sheet shall include a detailed description of the scope of the project, approximate schedule, and proposed funding plan.. The plan should indicate resources necessary to complete any given phase of the project, e.g., design, rights-of-way acquisition, construction, project management, , contingency, etc.

- c. All proposals for capital projects will be presented to the City Council within the framework of a Capital Budget. Consideration will be given to the commitment of capital funds outside the presentation of the annual capital budget review process for emergency capital projects, time sensitive projects, projects funded through grants or other non-city funding sources and for projects that present and answer the following questions for Council consideration: 1) Impacts to other projects, and 2) Funding sources.
- d. Capital project proposals shall include all reasonably attainable cost estimates for operating and maintenance costs necessary for the life cycle of the asset.
- e. Major changes in project cost must be presented to the City Council for review and approval. These changes are typically reviewed by City Council as part of the annual CIP process or through specific recommended actions for individual projects.
- f. Staff shall seek ways of ensuring administrative costs of implementing the Capital Budget are kept at appropriate levels.
- g. The Capital Budget shall contain only those projects that can be reasonably expected to be accomplished during the budget period, unless the project is a multi-year funded project. The detail sheet for each project shall contain a project schedule with milestones indicated.
- h. Capital projects that are not expensed during the budget period will be re-budgeted or carried over to the next fiscal period except as reported to the City Council for its approval. Multi-year projects with unexpended funds will be carried over to the next fiscal period.
- i. A capital project will not be budgeted unless there is a reasonable expectation that funding is available.

Capital Improvement Program

City of Manhattan Beach Department of Public Works

Stephanie Katsouleas, P.E., Director

Prem Kumar, P.E., City Engineer

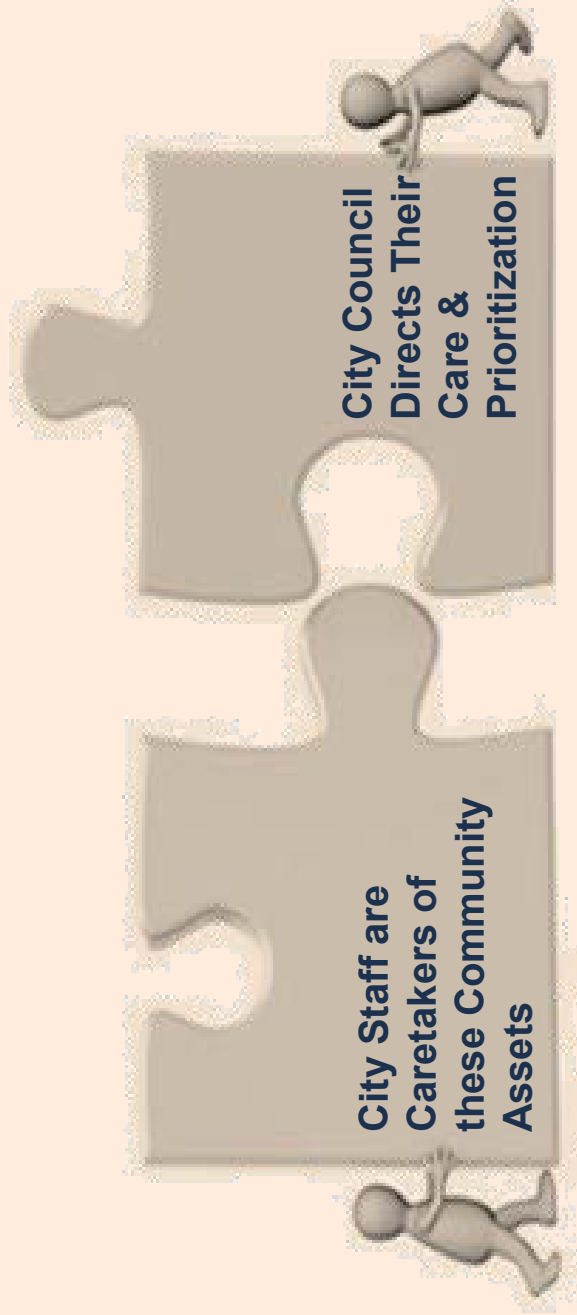
Anna Luke-Jones, Senior Management Analyst



What is the CIP Program?

- ▶ Includes pipes, buildings, parks, roads, sidewalks, equipment
- ▶ Valued at over \$500 million in assets
- ▶ Planning, funding and implementation processes
- ▶ Guidelines defined in CA Public Contracting Code and Labor Code

Care and Management of City Infrastructure

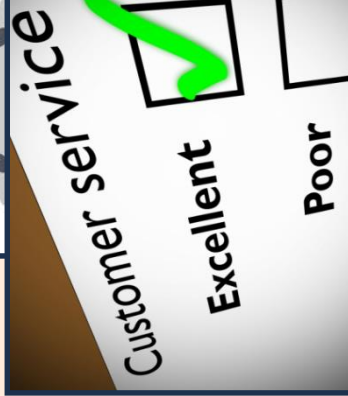


Goals of the CIP Program

Adequately Prepare for Current and Future CIP Needs of the City & Community



Implement Projects On Time, Under Budget of Great Quality



Be Responsive

Support the Needs Departments, Council, and Community



Provide Adequate Training of Staff for Core Mission



Streamline Processes Wherever Possible



Ensure that Resources are Adequate to Carry Out CIP Objectives



Streets



Other ROW



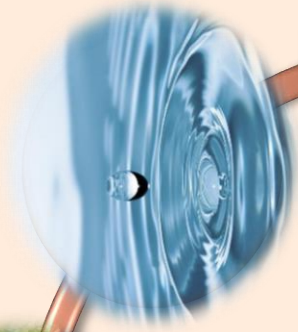
Buildings



Parks



Water



Wastewater



Storm Water



CIP Categories

Studies & Evaluations





Types of CIP Projects



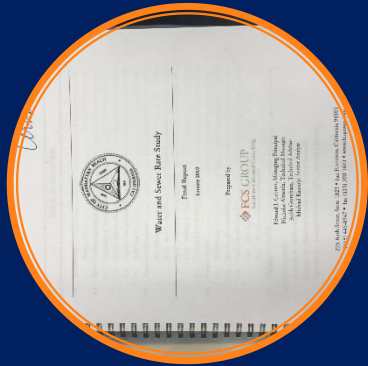
Core Projects

- Slurry Seal
- Street Rehab
- Sidewalk
- Main Replacement



One Time Projects

- Park Facilities
- Peck Reservoir
- Pier Renovation
- Building Repairs



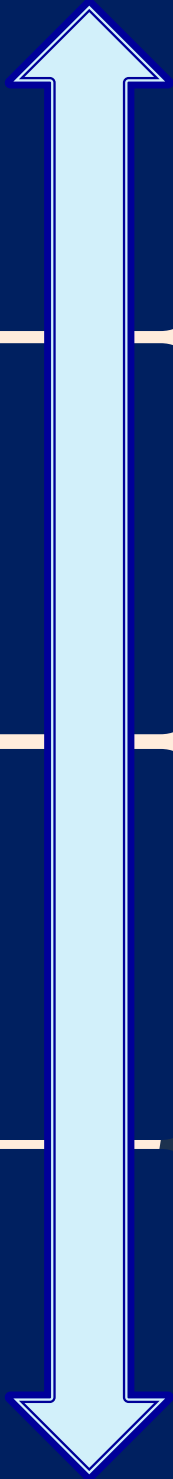
Initiatives and Studies

- Council Projects
- Grant Awards
- Master Plans
- Community Needs

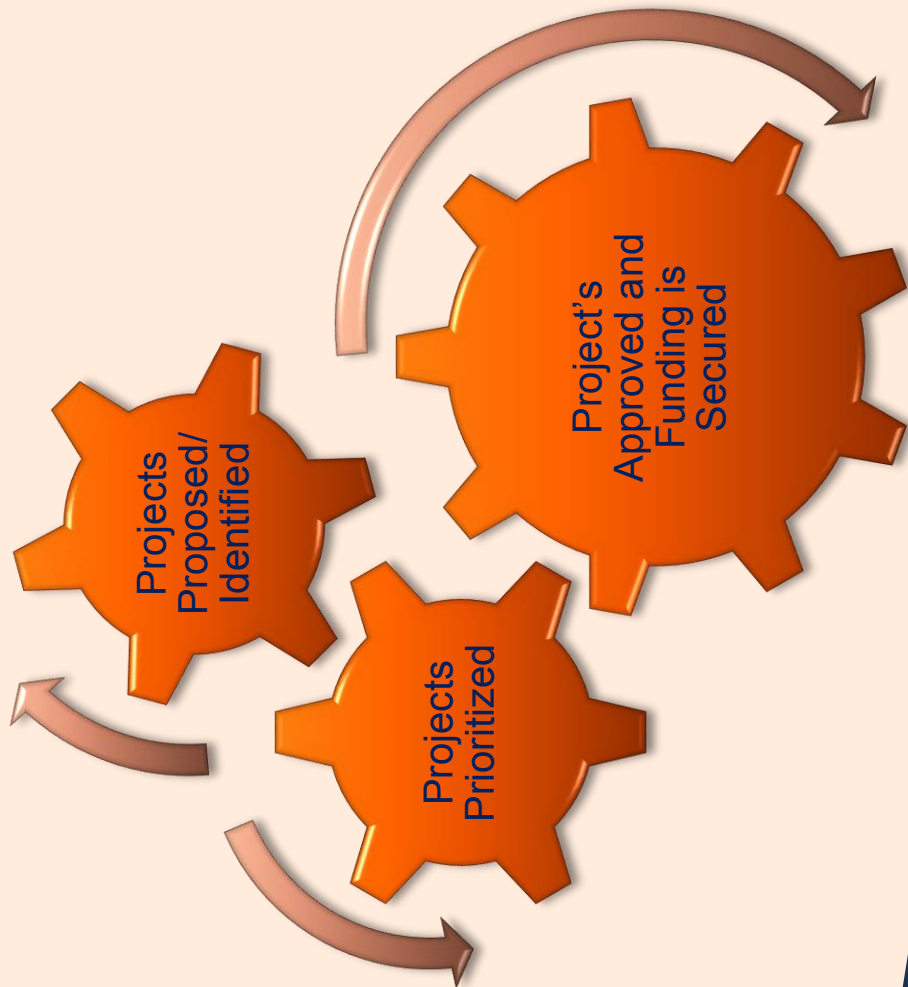


Emergency Responses

- HVAC
- Elevator Repairs
- Flooding Issues
- Pump Replacement



The CIP Process



Staff, Council and the Community can propose projects

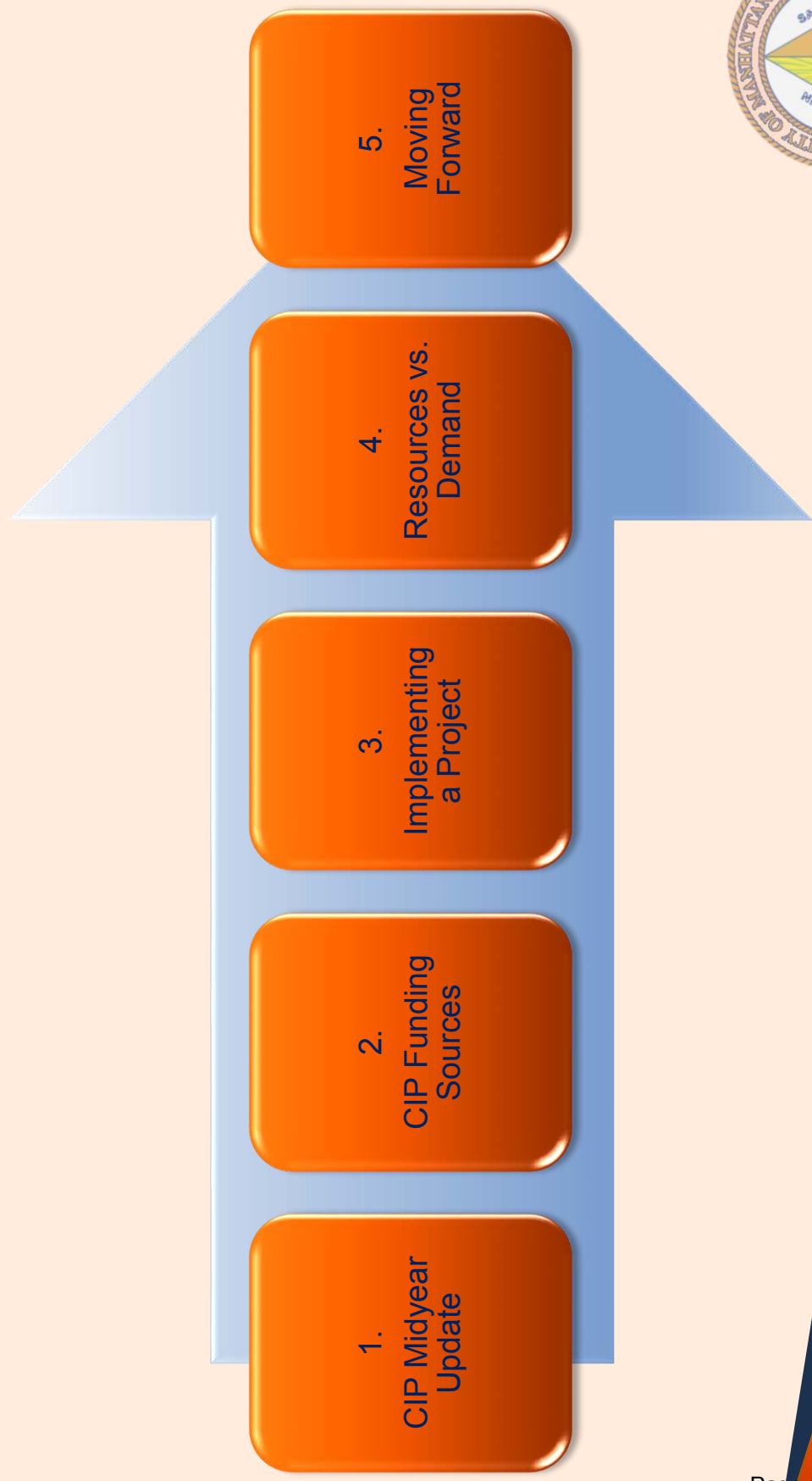
Staff evaluate the need for, feasibility of, and projected cost of the projects

City Council ultimately reviews and approve the projects proposed and allocates funding for implementation





CIP Presentation Overview





1. CIP Mid-Year Update

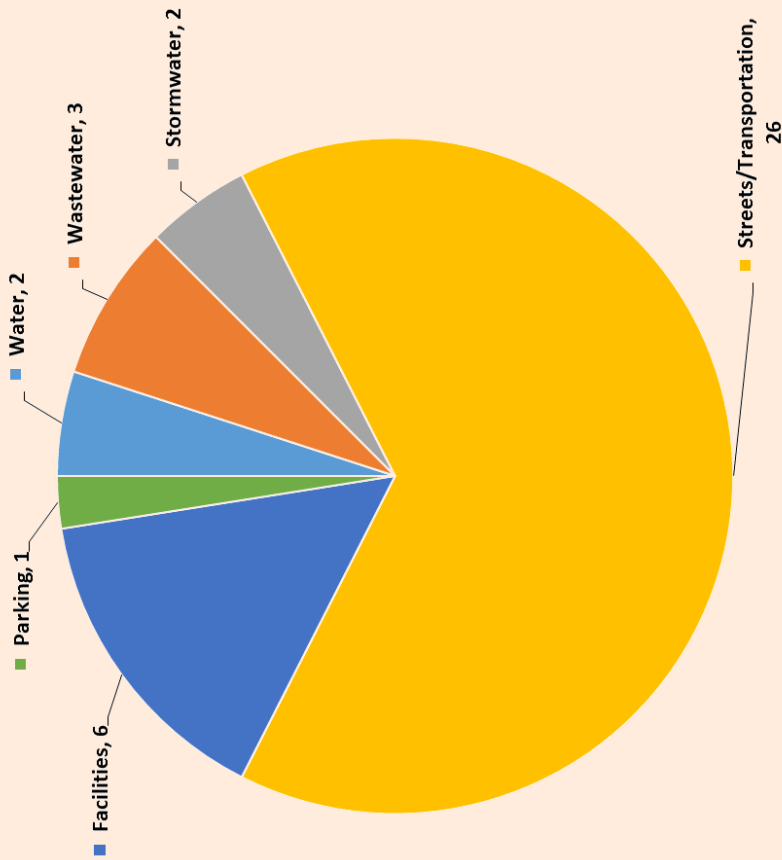
**CIP
Mid-Year
Update**

SNAPSHOT:

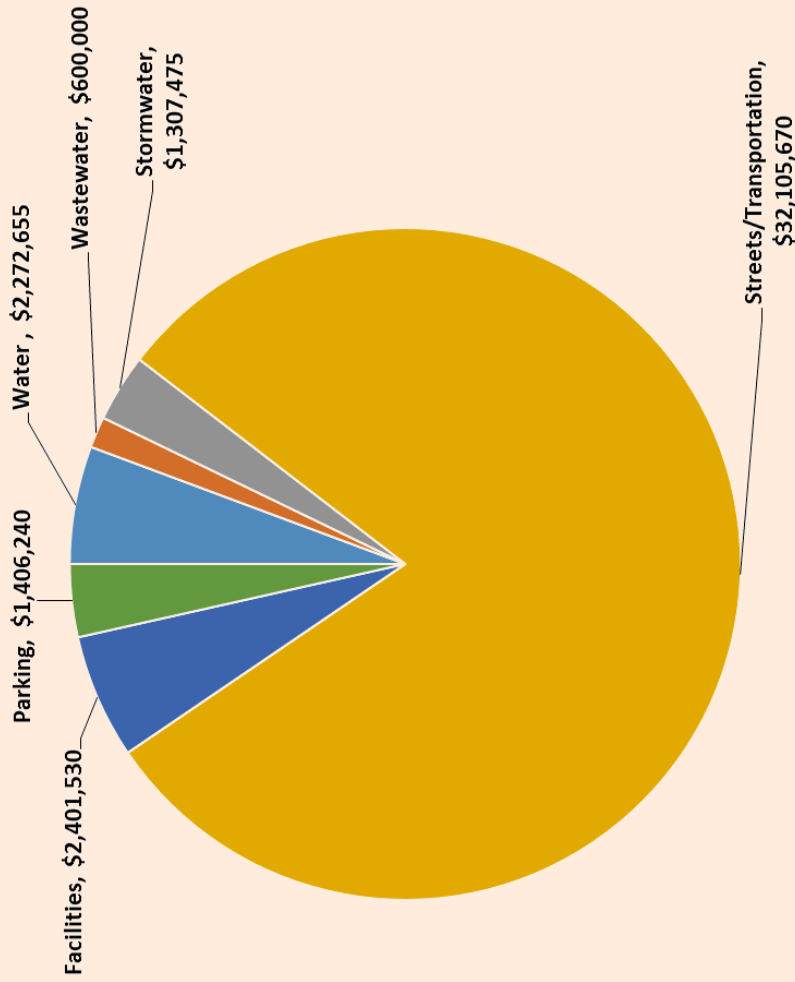
- 39 Projects Underway
- \$40+ Million in Funding
- 6 Projects Completed in 2016

Snapshot of 39 Current Projects at Midyear

Projects by Type

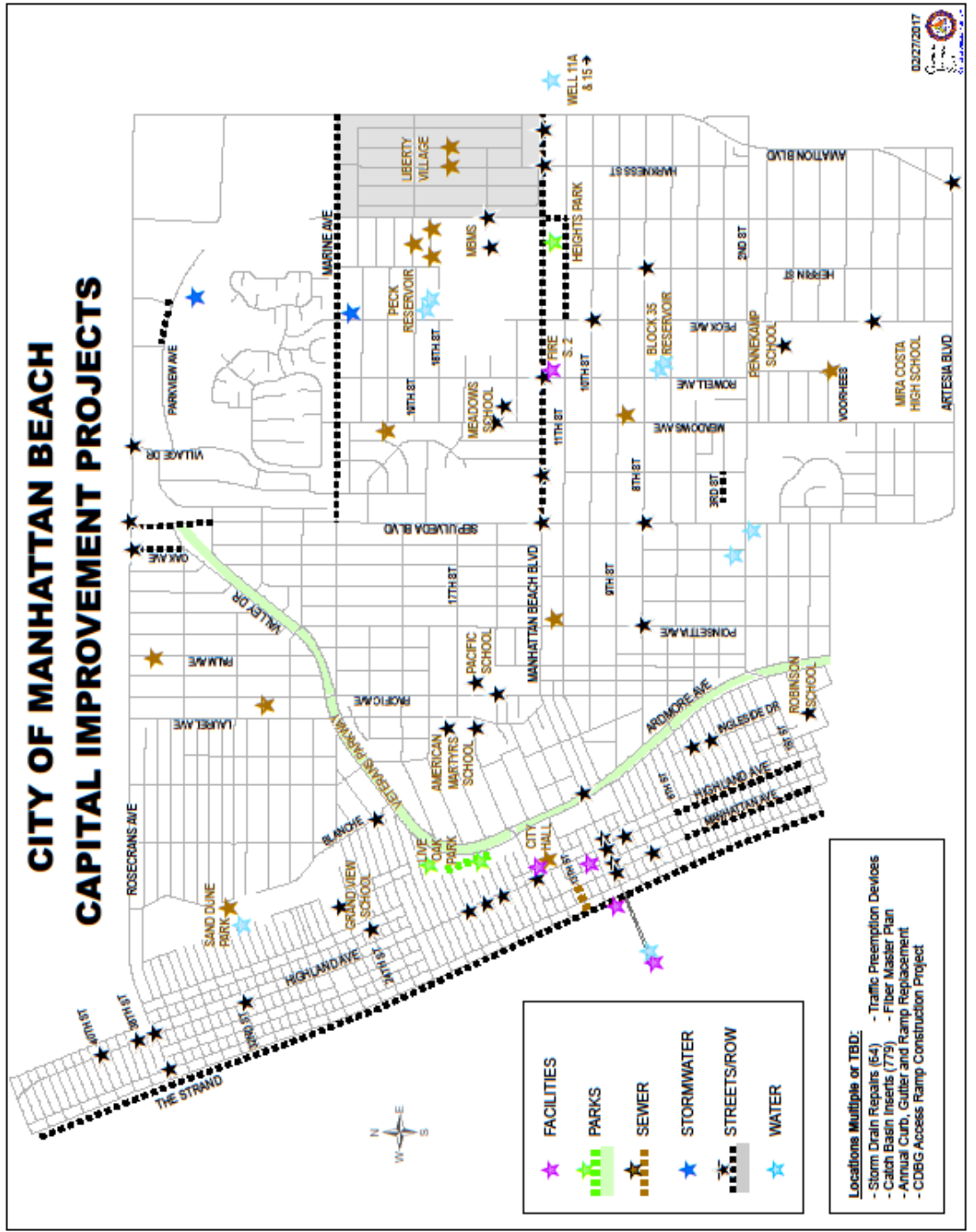


Project Funding Allocations





Active Projects (GIS)



3 High Profile Projects



Pier and Roundhouse Improvements
\$2.5 Million



Sepulveda Bridge Widening
\$19.4 Million

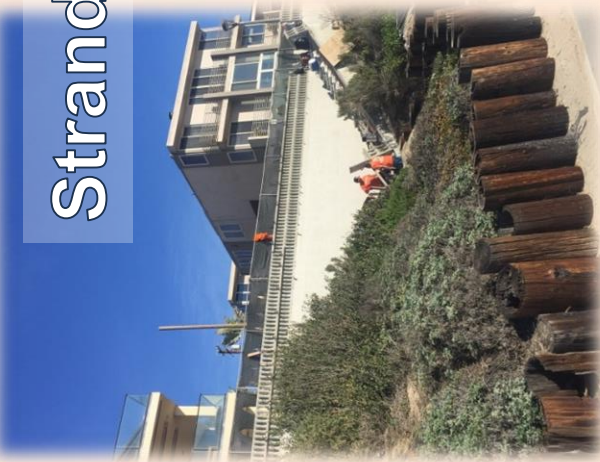


Peck Reservoir
\$2 Million (design only)

They account for more than 50% of the funding allocation of active projects



Photos of Active Projects



Strand Stairs



Skate Spot



Parking Structure 2



6 Completed Projects

1. LED Traffic Safety Lighting
2. Spot Repairs in Area 7
Rehab Gravity Sewer
Mains
3. Pipe Replacement & Fire
Hydrant Installation, Areas
2 and 3
4. Fire Station Security Card
Installation
5. Slurry Seal Project, Areas
2 and 3
6. Energy Efficiency
Implementation Study/Plan





2. CIP Funding Sources

**CIP
Funding
Sources**

SNAPSHOT:

- 5-Year Capital Budget: \$107,793,940
- 4 Primary Categories of Funding
- 20 Different \$ Sources

20 CIP Funding Sources

City Funds	Enterprise Funds	Specials Revenues Local Returns	Grants
General Fund	Water	Prop C	CDBG
TOT	Wastewater	Measure R	Safe Routes
Parking Citations	Storm Drain	Measure M	SBHP
	City Parking Meters	Gas Tax	Parks Grants
	County Parking	Landscape and Street Lighting	Metro Call for Projects
	State Pier Fund		Federal (ICE-TEA, TIP)
\$17,008,381	\$56,549,395	\$16,882,999	\$17,353,165

5-YEAR TOTAL: \$107,793,940



FY 15/16 Annual Contribution to CIP

Funding Source	Annual Contribution
CIP (TOT/Meters/Citations)	\$780,000
Water Enterprise	\$4,700,000
Wastewater Enterprise	\$1,900,000
State Pier Fund	\$630,000
Prop C	\$600,000
Measure R*	\$430,000
Measure M (FY 2017/18)	\$430,000
Gas Tax	\$780,000
Deferred Maintenance (TOT)	\$500,000
TOTAL Annual Funds	\$10,750,000

FY 2015/16 Actual Results, Net of Operational Costs and Debt

*Measure: Amount before transfers to Prop A



3. CIP: Step-by-Step Implementation

Implementing a Project

1. RFP Process
2. Design Services
3. Bidding and Awarding
4. Construction
5. Closeout



Implementing a Project

RFP Process	Design Services	Bidding & Award	Construction	Closeout
<ul style="list-style-type: none"> As-Built Review Compile Exhibits Draft/Release RFP Issue Addendums Evaluate Proposals Oral Presentations Make Selection Award Project and Execute Contract <p>15%</p>	<ul style="list-style-type: none"> Host Kickoff Mtg. Prep/Provide Docs Conduct Field Mtgs Oversee Work and Process Invoices Review Draft & Final Products Plan Check Public Outreach <p>28%</p>	<ul style="list-style-type: none"> Release Bid Host Pre-Bid Mtg. Release Addenda Evaluate Bids Award Project Execute Contract Respond to all bids <p>5%</p>	<ul style="list-style-type: none"> Pre-con Meeting Coord. Outreach Daily Visits to Site Host Regular Meetings Process RFIs Review/Approve Change Orders Process Invoices <p>47%</p>	<ul style="list-style-type: none"> Complete Punch List Process Final Invoices Accept as Complete Finalize As-Builts Prepare Audit File <p>5%</p>



Distribution of Effort

Example of Level of Effort

	PROJECT TITLE	RFP For Design	Design Services	Bidding and Contracting	Construction	Wrap Up	Total Hours
	WATER PROJECTS						
1	Utility Radio Telemetry	20	50	15	130	15	230
2	Peck Ground Level Reservoir Replacement Design	200	450	60			710
	WASTEWATER PROJECTS						
3	Utility Radio Telemetry (combined with Water project)	0	0	0	0	0	0
4	Repair/Replacement in Area 4 Rehabilitation of Sewer Mains	80	150	25	250	30	535
	STORMWATER PROJECTS						
6	Storm Drain Repairs	40	80	25	150	30	500
5	Catch Basin Inserts	40	80	10	80	10	220
	STREETS / TRANSPORTATION / OTHER ROW						
7	Street Resurfacing Project: Liberty Village	80	90	40	100	20	330
8	Sepulveda Blvd. & 8th St Intersection Improvements	30	80	20	80	10	220
9	Sepulveda Bridge	80	200	60	2510	150	3000
10	Dual Left-Turn Lanes on MBB at Sepulveda EB, NB, WB	40	200	30	200	30	500
11	Aviation at Artesia, SB to WB Right-Turn Lane	40	120	30	140	20	350



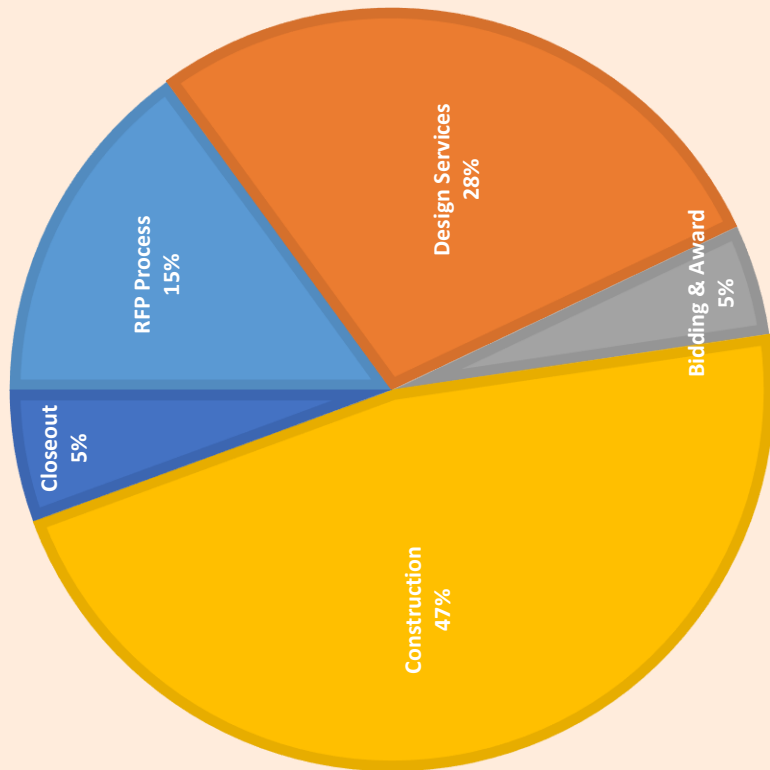
Distribution of Effort

EXAMPLE – MIDSIZE PROJECT:

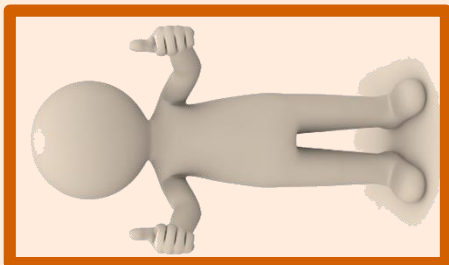
Water Main Replacement (2000-3000 ft)

RFP Process: 80 hours
Design Oversight: 150 hours
Bid Award: 25 hours
Construction: 250 hours
Closeout: 30 hours

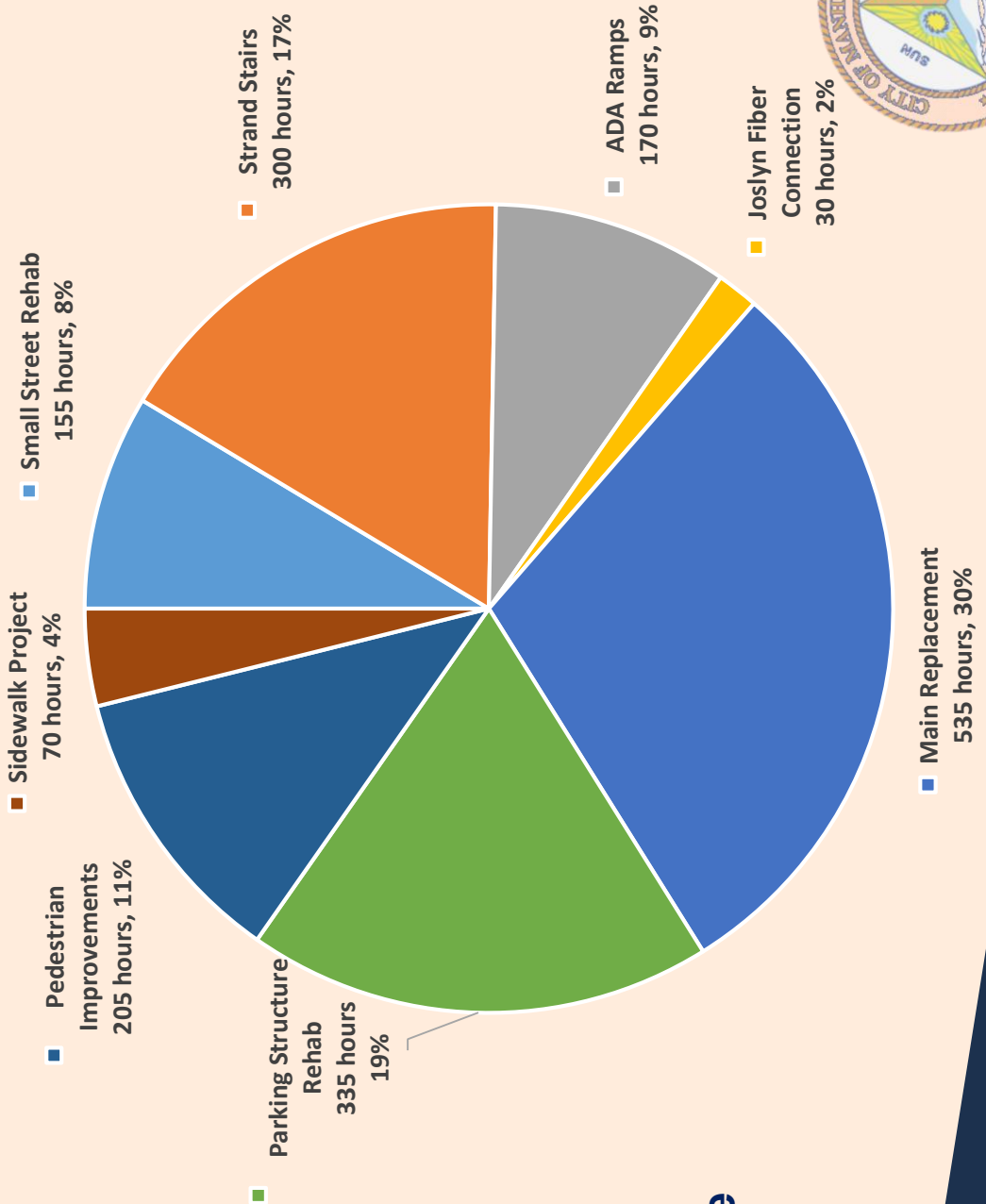
Total: 535 hours
31% of one FTE



1 Full Time Engineer Workload



This workload represents a combination of 8 small and midsize projects





4. Resources vs. Demand

Aligning Resources With Demand

Overview of active projects and those
in the queue

Summary of available staff resources



CIP Project Demand

5-Year Capital Program

39 Active Projects

39 Pending Projects

46 Projects in 2017/18 Through 2020/21

124 Total Projects Active and in the Queue

[138 Projects When Considering Actual Need]

5-Year CIP Hours Demand

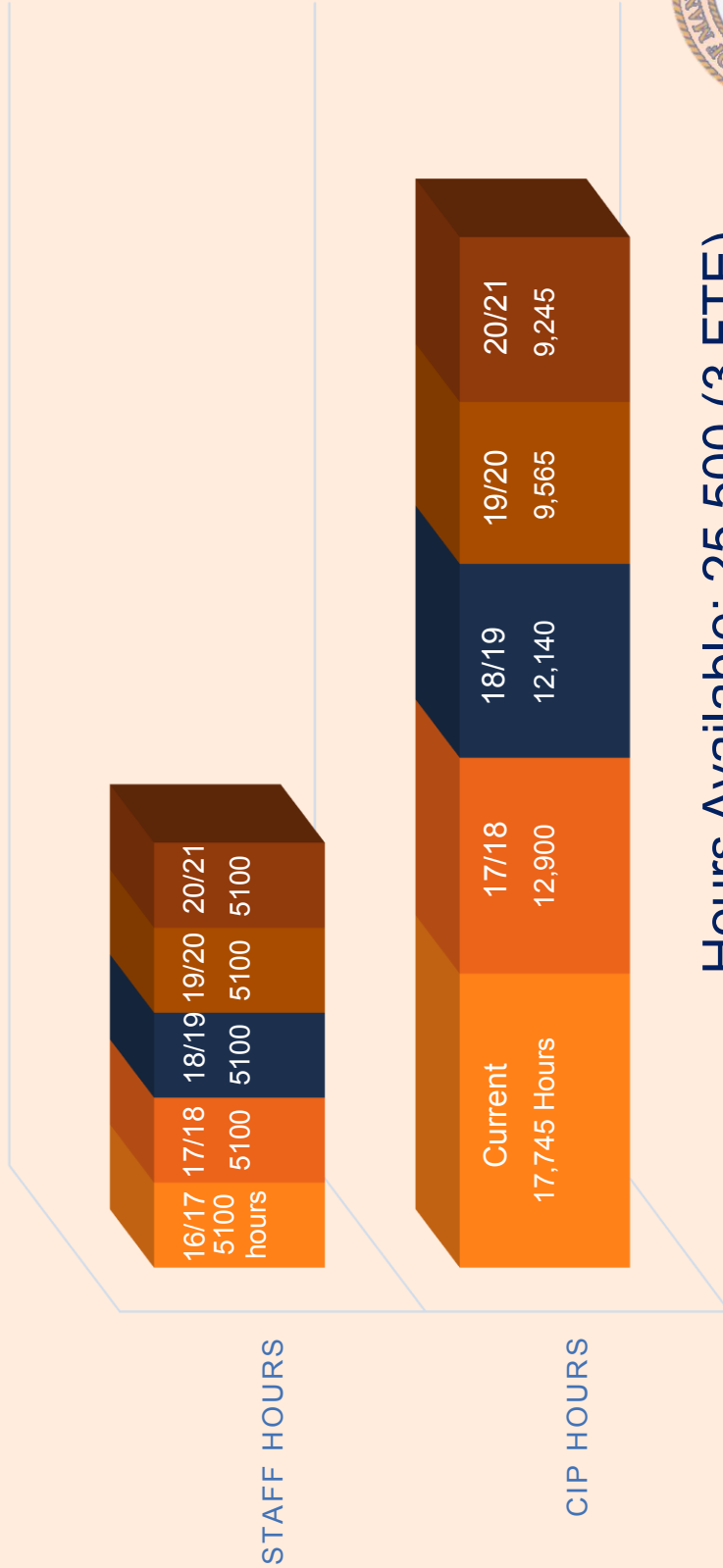
Category	Current	2017/18	2018/19	2019/20	2020/21
Water	2675	2755	4085	3735	3535
Wastewater	905	2445	1185	1185	1485
Storm Water	720	520	720	720	720
Streets/ROW	8345	3180	2285	1060	1205
Facilities	4325	3950	2300	2300	2300
Parking	775	50	1565	565	0
Totals	17,745	12,900	12,140	9,565	9,245

Total Hours Demand:
61,595 hours
 (7 FTE)



Annual Demand vs. Resources

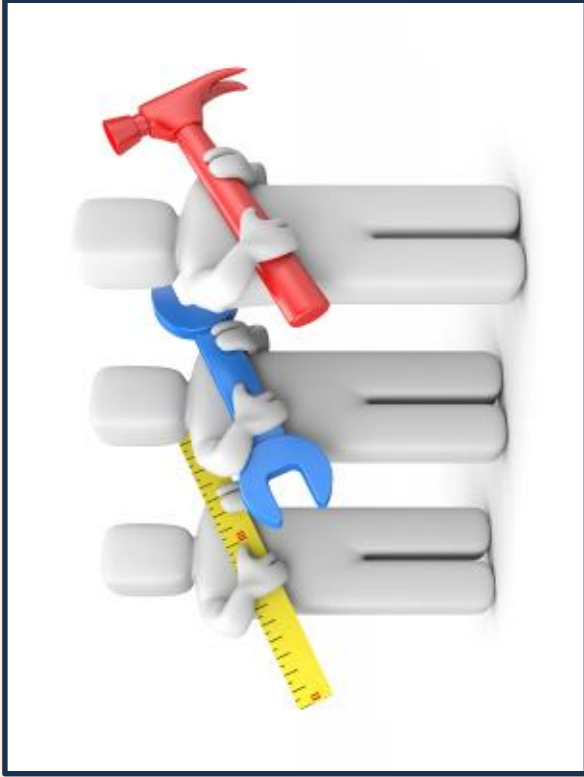
■ 2016/17 ■ 2017/18 ■ 2018/19 ■ 2019/20 ■ 2020/21



Hours Available: 25,500 (3 FTE)
Shortfall: 36,095 (4 FTE)



Result: We Are out of Alignment



3 CIP Project Engineers but
7+ Engineers' worth of work



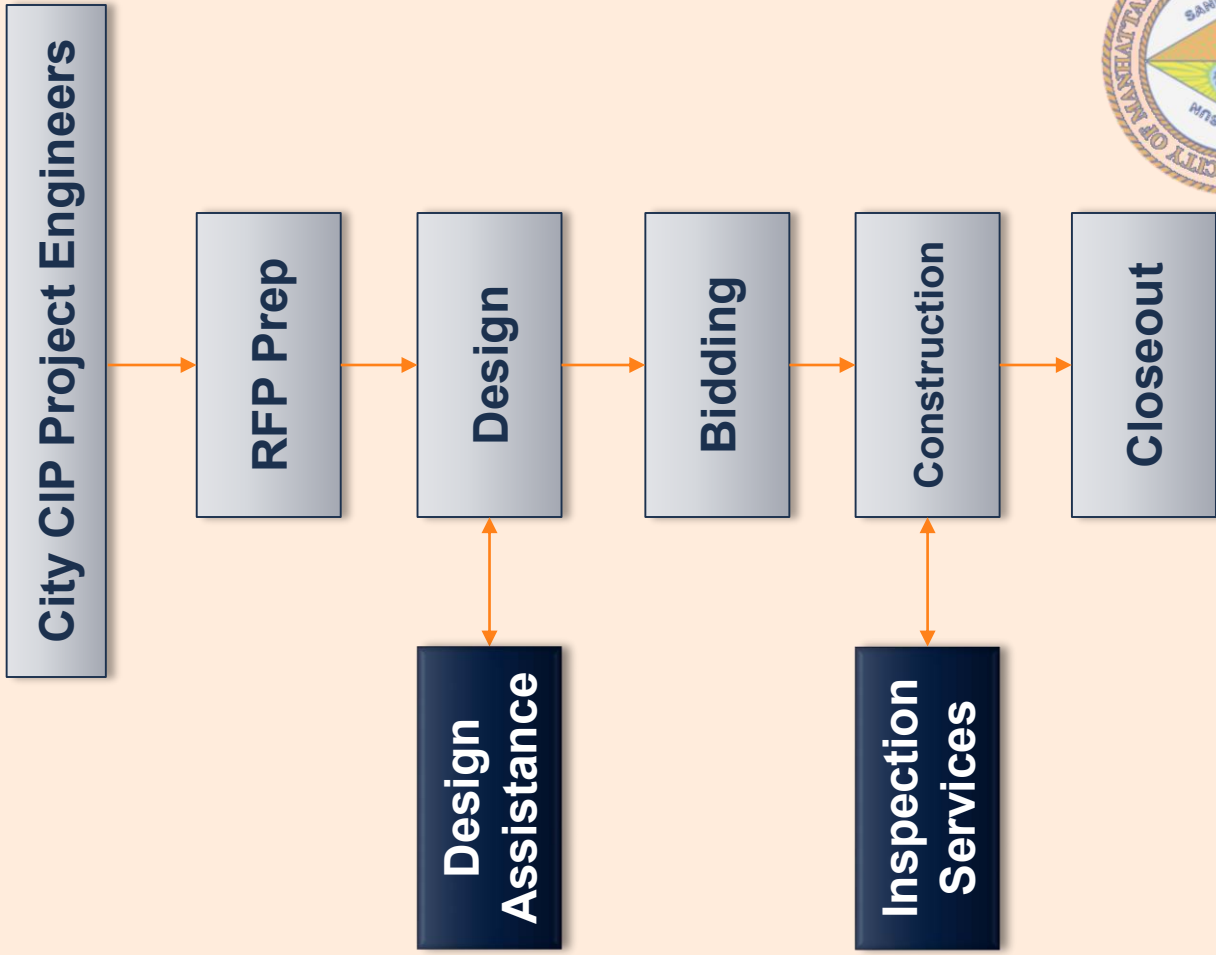
Other Considerations

- ▶ Staff shortages delay project implementation but do not ultimately save money due to increases in construction costs resulting from the deferral.
- ▶ And there's more: Non-CIP work, including studies, special projects, council initiatives and emergencies.
 - Sewer System Management Plan (5yr)
 - Urban Water Management Plan (5 yr)
 - Pavement Management Index Report (3 yr)
 - Speed Surveys (5 yr)
 - Water Rate Study (5yr)



Outside Resources

- ▶ How we use outside resources to support CIP projects



Staff Recommendations

1. Receive and file the FY 2016/17 Mid-year Update
2. Consider the following:
 - Revise the 5-Year CIP to match existing staff resources
 - Increase staff resources to match existing CIP



Questions and Answers



Agenda Date: 3/8/2017

TO:

Honorable Mayor and Members of the City Council

THROUGH:

Mark Danaj, City Manager

FROM:

Liza Tamura, City Clerk

Martha Alvarez, Senior Deputy City Clerk

Patricia Matson, Administrative Clerk II

SUBJECT:

Agenda Forecast (City Clerk Tamura).

DISCUSS AND PROVIDE DIRECTION

RECOMMENDATION:

Attached is the most recent Agenda Forecast for City Council Review

March 2, 2017 Agenda Forecast

**FORECAST OF UPCOMING CITY COUNCIL MEETING ITEMS,
INFORMATIONAL MEMOS, & FUTURE AGENDA ITEMS**

(Items placed on the Forecast may not necessarily be in the order in which they will appear on the Agenda)

3/21/2017	<i>Regular Meeting – 6:00 PM Tuesday</i>
	Pledge –
	1. Recognition of Outgoing Environmental Programs Manager Sona Coffee (Ceremonial)
	2. Resolution Awarding a Three-Year Parks and Recreation Activity Guide Printing Services Contract to American Solutions with an Estimate Annual Value of \$43,000 (Parks and Recreation Director Leyman) (Consent)
	3. Adopt Resolution Awarding a Construction Contract to --- for the Highland Avenue at 38 th Street and Rosecrans Avenue at Highland Avenue Street Improvement Project in the Amount Not-to-Exceed \$-- (Public Works Director Katsouleas) (Consent)
	4. Update on the Emergency Replacement and Installation of the Stormwater Pumps and Equipment and Peck Reservoir (Public Works Katsouleas) (Consent)
	5. Ratification of Willdan Consulting Agreements for Processing of the Mall Renovation Project (Interim Community Development Director McIntosh) (Consent)
	6. Financial Report: Schedules of Demands: February 16, 2017 (Finance Director Moe) (Consent)
	7. City Council Minutes (City Clerk Tamura) (Consent)
	8. Veterans Parkway Preliminary Design Presentation (Public Works Director Katsouleas) (Old Business)
	9. Policies and Processes for Funding and Sponsoring Non-Profit Organizations (Finance Director Moe) (New Business)
	10. Mid-Year Budget Update and Economic Vitality Report : Update on State of Manhattan Beach Economy and Business Community (Finance Director Moe and Economic Vitality Manager Sywak) (New Business)

**FORECAST OF UPCOMING CITY COUNCIL MEETING ITEMS,
INFORMATIONAL MEMOS, & FUTURE AGENDA ITEMS**

(Items placed on the Forecast may not necessarily be in the order in which they will appear on the Agenda)

4/4/2017	<i>Regular Meeting – 6:00 PM Tuesday</i>
	Pledge – Pennekamp Elementary School
	1. Proclamation Declaring the Month of May 2017 as “Donate For Life” (Ceremonial)
	2. Planning Commission Action on a Master User Permit for Gelson’s Market (Quasi-Judicial)
	3. Adopt Resolution Awarding a Construction Contract to --- for the Laurel Avenue Storm Drain Catch Basin Replacement Project in an Amount Not-to-Exceed \$--- (public Works Director Katsouleas) (Consent)
	4. Resolution Awarding Professional Services Agreement to Lance, Soll & Lunghard, LLP to Perform Financial Auditing for the City for Fiscal Years 2016-2017, 2017-20018 and 2018-2019 (Finance Director Moe) (Consent)
	5. Resolution Ordering Plans, Specifications, Cost Estimates an Engineer’s Report for Annual Street Lighting and Landscaping Assessments (Finance Director Moe) (Consent)
	6. Resolution Approving the Side Letter Agreement with the Manhattan Beach Fire Association Regarding Temporary Administrative Assignments (Human Resources Director Zadroga-Haase) (Consent)
	7. Receive and File the Completed Manhattan Beach Sewer System Management Plan (SSMP) Update as Required by the SWCB Order No. 2006.0003 (Public Works Director Katsouleas) (Consent)
	8. Approve Professional Services Agreement with ValveTek Utility Services, Inc. in the Amount of \$80,000 for Flushing and Disinfection of 40 Miles of the City’s Portable Water System (Public Works Director Katsouleas) (Consent)
	9. Adopt Resolution Approving Amendment No. 1 to the McGowan Consulting, LLC Agreement in the Amount of \$141,360 for Professional Services to Assist the City with the National Pollutant Discharge Elimination System Permit Under the Federal Clean Water Act (Public Works Director Katsouleas) (Consent)
	10. Update on the Emergency Replacement and Installation of the Stormwater Pumps and Equipment and Peck Reservoir (Public Works Katsouleas) (Consent)
	11. Financial Report: Schedules of Demands: March 2, 2017 (Finance Director Moe) (Consent)
	12. City Council Minutes (City Clerk Tamura) (Consent)
	13. Report on Potential Downtown Maintenance Enhancements (Public Works Director Katsouleas) (Old Business)
	14. Discussion of Potential Online Posting and Access by the Public of Campaign Fillings (City Clerk Tamura) (New Business)

**FORECAST OF UPCOMING CITY COUNCIL MEETING ITEMS,
INFORMATIONAL MEMOS, & FUTURE AGENDA ITEMS**

(Items placed on the Forecast may not necessarily be in the order in which they will appear on the Agenda)

4/18/2017	<i>Regular Meeting – 6:00 PM Tuesday- City Council Reorganization Oath of Office Ceremony and Recognition of Outgoing Councilmember Powell</i>
	Pledge –
	1. Certify Election Results (City Clerk Tamura) (Consent)
	2. Update on the Emergency Replacement and Installation of the Stormwater Pumps and Equipment and Peck Reservoir (Public Works Katsouleas) (Consent)
	3. Financial Report: Schedules of Demands: March 16, 2017 (Finance Director Moe) (Consent)
	4. City Council Minutes (City Clerk Tamura) (Consent)
	5. Approval of Revised Boards and Commissions Handbook and Commission Work Plans (City Clerk Tamura, Parks and Recreation Director Leyman and Interim Community Development Director McIntosh) (New Business)
	6. Capital Improvements Corporation (Finance Director Moe) (CIC)
	7. Council Assignments (Mayor Lesser) (City Council Reports)
5/2/2017	<i>Boards and Commission Interviews – TBD Tuesday</i>
	Pledge –
5/2/2017	<i>Regular Meeting – 6:00 PM Tuesday</i>
	Pledge – Grand View Elementary School
	1. Second Anniversary Recognition of the Manhattan Beach Library (Ceremonial)
	2. Completion of the Construction Contract by Miramontes Construction Company, Inc. for the Sewer Main Rehabilitation Project Phase 2 and Release of Retention Amount of \$58,503.10 (Public Works Director Katsouleas) (Consent)
	3. Financial Report: Schedules of Demands: (Date) (Finance Director Moe)
	4. City Council Minutes (City Clerk Tamura) (Consent)
	5. Report on the Timeline Estimates for Staff to Gather Stakeholder Feedback Regarding Construction of Residential Basements (Interim Community Development Director McIntosh) (Old Business)
	6. Update Report on Southern California Edison Power Reliability in the City of Manhattan Beach (Public Works Director Katsouleas) (Old Business)
	7. Discussion on the Comparison of Underground Versus Overhead Utilities (Public Works Director Katsouleas) (Old Business)
	8. Update on Food Waste Recycling Program (Public Works Director Katsouleas) (Old Business)
	9. Boards and Commissions Appointment (City Clerk Tamura) (New Business)
	10. Sepulveda Corridor Process (Interim Community Development Director McIntosh) (New Business)
	11. Proposed Amendments to Second Year (FY 2017-2018) of Approved Biennial Budget (Finance Director Moe) (New Business)
	12. Options for Addressing Unfunded Liabilities and Rate Stabilization Program and Manhattan Beach Economic Update (Finance Director Moe) (New Business)
	13. Public Comment on Work Plan (City Manager Danaj) (New Business)
	14. Ordinance Adoption of an Alternative Bidding Procedure (Public Works Director Katsouleas) (New Business)
5/4/2017	<i>Budget Study Session – Tentative Hold</i>
	Pledge –
5/9/2017	<i>Budget Study Session – Tentative Hold</i>
	Pledge –

TENTATIVE DRAFT – SUBJECT TO CHANGE

**FORECAST OF UPCOMING CITY COUNCIL MEETING ITEMS,
INFORMATIONAL MEMOS, & FUTURE AGENDA ITEMS**

(Items placed on the Forecast may not necessarily be in the order in which they will appear on the Agenda)

5/10/2017	<i>Budget Study Session – Tentative Hold</i>
	Pledge –
5/16/2017	<i>Regular Meeting – 6:00 PM Tuesday</i>
	Pledge –
	1. Boards and Commissions Appointment (If Needed) (City Clerk Tamura) (Old Business)
	2. Review of Potential Zoning Change Related to Medical Office Buildings and Urgent Care Facilities (Interim Community Development Director McIntosh) (New Business)
	3. Annual Review of the 9/80 Work Schedule (Human Resources Director Zadroga-Haase and Finance Director Moe) (New Business)
	4. Discussion of Ongoing Membership with ICA (Informational Item)
5/17-18/2017	<i>City Council Retreat – TBD – Wednesday and Thursday</i>
	Pledge –
5/23/2017	<i>Budget Study Session – Tentative Hold</i>
	Pledge –
5/25/2017	<i>Budget Study Session – Tentative Hold</i>
	Pledge –
6/6/2017	<i>Regular Meeting – 6:00 PM Tuesday</i>
	Pledge – Pacific Elementary School
	1. Recognition of Outgoing Commissioners (Ceremonial)
	2. Financial Report: Schedules of Demands: (Date) (Finance Director Moe) (Consent)
	3. City Council Minutes (City Clerk Tamura) (Consent)
	4. Public Hearing and Adoption of Budget (Finance Director Moe) (Public Hearing)
6/20/2017	<i>Regular Meeting – 6:00 PM Tuesday</i>
	Pledge –
	1. Financial Report: Schedules of Demands: (Date) (Finance Director Moe) (Consent)
	2. City Council Minutes (City Clerk Tamura) (Consent)
	3. Consider Participation in a Community Choice Aggregation Program (Public Works Director Katsouleas) (Old Business)
7/5/2017	<i>Regular Meeting – 6:00 PM Wednesday</i>
	Pledge –
	1. Financial Report: Schedules of Demands: (Date) (Finance Director Moe) (Consent)
	2. City Council Minutes (City Clerk Tamura) (Consent)
	3. Update on the Transfer of Broadcasting Services to PEGasus Studios (Information Technology Director Taylor) (Old Business)
7/18/2017	<i>Regular Meeting – 6:00 PM Tuesday</i>
	Pledge –
	1. Financial Report: Schedules of Demands: (Date) (Finance Director Moe) (Consent)
	2. City Council Minutes (City Clerk Tamura) (Consent)
	3. Update on Report Received from SCE Regarding Manhattan Beach’s Inventory Analysis (Public Works Director Katsouleas) (Old Business)
	4. Environmental Program Work Plan (Public Works Director Katsouleas) (New Business)

TENTATIVE DRAFT – SUBJECT TO CHANGE

**FORECAST OF UPCOMING CITY COUNCIL MEETING ITEMS,
INFORMATIONAL MEMOS, & FUTURE AGENDA ITEMS**

(Items placed on the Forecast may not necessarily be in the order in which they will appear on the Agenda)

8/1/2017	<i>Regular Meeting – 6:00 PM Tuesday</i>
	Pledge –
	1. Financial Report: Schedules of Demands: (Date) (Finance Director Moe) (Consent)
	2. City Council Minutes (City Clerk Tamura) (Consent)
	3. Streetlight Pole and Lease Policy (Public Works Director Katsouleas and Information Technology Director Taylor) (New Business)
8/15/2017	<i>Regular Meeting – 6:00 PM Tuesday</i>
	Pledge –
	1. Financial Report: Schedules of Demands: (Date) (Finance Director Moe) (Consent)
	2. City Council Minutes (City Clerk Tamura) (Consent)
9/5/2017	<i>Regular Meeting – 6:00 PM Tuesday</i>
	Pledge –
	1. Financial Report: Schedules of Demands: (Date) (Finance Director Moe) (Consent)
	2. City Council Minutes (City Clerk Tamura) (Consent)
9/19/2017	<i>Regular Meeting – 6:00 PM Tuesday</i>
	Pledge –
	1. Financial Report: Schedules of Demands: (Date) (Finance Director Moe) (Consent)
	2. City Council Minutes (City Clerk Tamura) (Consent)
10/3/2017	<i>Regular Meeting – 6:00 PM Tuesday</i>
	Pledge –
	1. Financial Report: Schedules of Demands: (Date) (Finance Director Moe) (Consent)
	2. City Council Minutes (City Clerk Tamura) (Consent)
10/17/2017	<i>Regular Meeting – 6:00 PM Tuesday</i>
	Pledge –
	1. Financial Report: Schedules of Demands: (Date) (Finance Director Moe) (Consent)
	2. City Council Minutes (City Clerk Tamura) (Consent)
11/7/2017	<i>Regular Meeting – 6:00 PM Tuesday</i>
	Pledge –
	1. Financial Report: Schedules of Demands: (Date) (Finance Director Moe) (Consent)
	2. City Council Minutes (City Clerk Tamura) (Consent)
11/21/2017	<i>Regular Meeting – 6:00 PM Tuesday – City Council Reorganization Mayor Howorth/Mayor Pro Tem (TBD)</i>
	Pledge –
	1. Financial Report: Schedules of Demands: (Date) (Finance Director Moe) (Consent)
	2. City Council Minutes (City Clerk Tamura) (Consent)
	3. Capital Improvements Corporation (Finance Director Moe) (CIC)
12/5/2017	<i>Regular Meeting – 6:00 PM Tuesday</i>
	Pledge –
	1. Financial Report: Schedules of Demands: (Date) (Finance Director Moe) (Consent)
	2. City Council Minutes (City Clerk Tamura) (Consent)
12/19/2017	<i>Regular Meeting – 6:00 PM Tuesday</i>
	Pledge –
	1. Financial Report: Schedules of Demands: (Date) (Finance Director Moe) (Consent)
	2. City Council Minutes (City Clerk Tamura) (Consent)

TENTATIVE DRAFT – SUBJECT TO CHANGE

**FORECAST OF UPCOMING CITY COUNCIL MEETING ITEMS,
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INFORMATIONAL MEMOS

City Council Date Requested	Memo	Anticipated Date
9-1-15	Facility Strategic Planning	TBD
11-17-15	Update on Mediation Data	Q1 2017
8-2-16	Report on Details of Land Use and Soil Report for Parkview Site	Q1 2017
02-07-17	Information on Funding Sources to Increase the Service Area of the Downtowner and City's Possible Use(s) for Measure M Funding	Q2 2017
01-17-17	Information on Zoning Code Requirements for Minimum Lot Size and Variance Requirements for Substandard Size Lot	Q1 2017
01-17-17	Update/Discussion of Joint Powers Between the Beach Cities Fire Departments	Q2 2017

FUTURE AGENDA ITEMS (Date TBD)

City Council Date Requested	Item	Anticipated Date

FUTURE MEETINGS TO BE SCHEDULED

City Council Date Requested	Item	Anticipated Date
	Joint City Council/Beach Cities Health District Meeting	TBD
	Joint City Council/Manhattan Beach Unified School District Meeting	TBD
	Joint City Council/Planning Commission Meeting - Mansionization	TBD
	Study Session Regarding Potential Impacts of Fire and Medical Services in Manhattan Beach (Presentation in Two Months)	TBD