

City Council Regular Meeting

Regular Meeting
Tuesday, July 3, 2018
6:00 PM
City Council Chambers



Mayor Amy Howorth
Mayor Pro Tem Steve Napolitano
Councilmember Nancy Hersman
Councilmember Richard Montgomery
Councilmember David Lesser

Executive Team

Bruce Moe, City Manager
Quinn Barrow, City Attorney

Derrick Abell, Police Chief
Derrick Abell, Acting Fire Chief
Steve Charelian, Interim Finance Director
Stephanie Katsouleas, Public Works Director
Mark Leyman, Parks & Recreation Director

Anne McIntosh, Community Development Director
Liza Tamura, City Clerk
Sanford Taylor, Information Technology Director
Teresia Zadroga-Haase, Human Resources Director

MISSION STATEMENT:

**Our mission is to provide excellent municipal services,
preserve our small beach town character, and enhance the quality of life for our
residents, businesses and visitors.**

July 3, 2018

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.

Meetings are broadcast live through Manhattan Beach Local Community Cable, Channel 8 (Spectrum), Channel 35 (Frontier), and live streaming via the City's website.

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.

CERTIFICATION OF MEETING NOTICE AND AGENDA POSTING

I, Liza Tamura, City Clerk of the City of Manhattan Beach, California, state under penalty of perjury that this notice/agenda was posted on Wednesday, June 27, 2018, on the City's Website and on the bulletin boards of City Hall, Joslyn Community Center and Manhattan Heights.

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

A. PLEDGE TO THE FLAG

B. ROLL CALL

C. CEREMONIAL CALENDAR

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

This is the time for the City Council 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.

MOTION TO APPROVE AGENDA AND WAIVE FULL READING

E. 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.

F. PUBLIC COMMENTS (3 MINUTES PER PERSON)

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. 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 during approval of the agenda 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.

G. CONSENT CALENDAR (APPROVE)

Items on the Consent Calendar are routine and customary items and are enacted by a single motion with the exception of items previously removed by a member of the City Council during "Approval of the Agenda" for individual consideration. Any items removed shall be individually considered immediately after taking action on the Consent Calendar.

1. City Council Minutes:

[18-0296](#)

This Item Contains Minutes of the Following City Council Meeting(s):

- a) City Council Regular Meeting Minutes of June 19, 2018
- b) City Council Adjourned Regular Meeting Minutes (Joint City Council/Planning Commission and Parking and Public Improvements Commission) of June 20, 2018
(City Clerk Tamura).

APPROVE

Attachments: [City Council Regular Meeting Minutes of June 19, 2018](#)
[City Council Adjourned Regular Meeting Minutes \(Joint City Council/Planning Commission and Parking and Public Improvements Commission\) of June 20, 2018](#)

2. Financial Report:

[18-0276](#)

- a) Schedule of Demands: June 7, 2018
- b) Investment Portfolio for the Month Ending May 31, 2018
- c) Month End Report for the Month Ending May 31, 2018
(Interim Finance Director Charelian).

ACCEPT REPORT AND DEMANDS

Attachments: [Schedules of Demands for June 7, 2018](#)
[Investment Portfolio for the Month Ending May 31, 2018](#)
[Month End Report for May 31, 2018](#)

3. Resolution No. 18-0090 Accepting the State of California Department of Alcoholic Beverage Control Grant in the Amount of \$71,923 (Police Chief Abell). [18-0309](#)

- a) **ADOPT RESOLUTION NO. 18-0090**
b) **APPROPRIATE FUNDS**

Attachments: [Resolution No. 18-0090](#)
[Agreement - California Department of Alcoholic Beverage Control](#)

4. Issue a 10-Day Report Pursuant to Government Code Section 65858(d) for Interim Zoning Ordinance No. 17-0020-U - Sepulveda Blvd (Community Development Director McIntosh). [18-0262](#)

ISSUE 10-DAY REPORT

Attachments: [Interim Zoning Ordinance No. 17-0020-U](#)
[Alleviation Report](#)

H. ITEMS REMOVED FROM THE CONSENT CALENDAR

Each speaker may speak for up to 2 minutes on each item pulled from the agenda.

I. PUBLIC HEARINGS

At the discretion of the Mayor, each speaker may speak for up to 3 minutes on each public hearing item.

5. Consideration of the Sepulveda Initiatives Planning Project Recommendations (Continued from the June 19, 2018 City Council Meeting) (Community Development Director McIntosh). [18-0297](#)

CONDUCT PUBLIC HEARING AND CONTINUE PUBLIC HEARING TO JULY 17, 2018

Attachments: [Ordinance No. 18-0017 \(Draft for Discussion Purposes\)](#)
[Interim Zoning Ordinance No. 17-0020-U](#)
[Sepulveda Initiatives Working Group Report](#)
[Public Hearing Notice](#)
[Draft Minutes from Planning Commission Meeting \(June 13, 2018\)](#)
[PowerPoint Presentation](#)

J. GENERAL BUSINESS

Each speaker may speak for up to 2 minutes on each general business item.

6. Appointment to Vacant Cultural Arts Commission Seat No. 4 (City Clerk Tamura). [18-0295](#)
APPOINT

7. Update on the Automated License Plate Reader Program (Police Chief Abell). [18-0282](#)

RECEIVE REPORT

8. Report on Southern California Edison's Power Reliability in the City of Manhattan Beach (Oral Presentation by Southern California Edison) (Public Works Director Katsouleas).

RECEIVE REPORT AND FILE

Attachments: [PowerPoint Presentation \(SCE\)](#)

K. CITY COUNCIL REQUESTS AND REPORTS INCLUDING AB 1234 REPORTS

L. FUTURE AGENDA ITEMS

Councilmembers may request that items be placed on a future agenda with the concurrence of one other Councilmember.

9. Agenda Forecast (City Clerk Tamura). [18-0067](#)

DISCUSS AND PROVIDE DIRECTION

Attachments: [June 27, 2018 Agenda Forecast](#)

M. CITY MANAGER REPORT

N. CITY ATTORNEY REPORT

O. INFORMATIONAL ITEMS

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

10. Commission Minutes: [18-0308](#)

This Item Contains Minutes of the following City Commission Meetings:

- a) Parks and Recreation Commission Meeting Minutes of March 26, 2018 (Parks and Recreation Director Leyman)
- b) Parks and Recreation Commission Meeting Minutes of April 30, 2018 (Parks and Recreation Director Leyman)
- c) Parks and Recreation Commission Meeting Minutes of May 21, 2018 (Parks and Recreation Director Leyman)
- d) Planning Commission Action Meeting Minutes of June 13, 2018 (Community Development Director McIntosh).

INFORMATION ITEM ONLY

Attachments: [Parks and Recreation Commission Meeting Minutes of March 26, 2018](#)
[Parks and Recreation Commission Meeting Minutes of April 30, 2018](#)
[Parks and Recreation Commission Meeting Minutes of May 21, 2018](#)
[Planning Commission Action Meeting Minutes of June 13, 2018](#)

P. CLOSED SESSION**Q. ADJOURNMENT****R. FUTURE MEETINGS****CITY COUNCIL MEETINGS**

July 17, 2018 - Tuesday -- 6:00 PM - City Council Meeting
July 19, 2018 - Thursday -- 6:00 PM - Short Term Rentals Study Session
August 7, 2018 - Tuesday -- 6:00 PM - City Council Meeting
August 21, 2018 - Tuesday -- 6:00 PM - City Council Meeting
September 4, 2018 - Tuesday -- 6:00 PM - City Council Meeting (Reorganization)
September 18, 2018 - Tuesday -- 6:00 PM - City Council Meeting
October 2, 2018 - Tuesday -- 6:00 PM - City Council Meeting
October 16, 2018 - Tuesday -- 6:00 PM - City Council Meeting
November 6, 2018 - Tuesday -- 6:00 PM - City Council Meeting
November 20, 2018 - Tuesday -- 6:00 PM - City Council Meeting
December 4, 2018 - Tuesday -- 6:00 PM - City Council Meeting
December 18, 2018 - Tuesday -- 6:00 PM - City Council Meeting

BOARDS, COMMISSIONS AND COMMITTEE MEETINGS

July 9, 2018 - Monday - 6:00 PM - Library Commission Meeting
July 11, 2018 - Wednesday - 6:00 PM - Planning Commission Meeting
July 16, 2018 - Monday - 6:00 PM - Cultural Arts Commission Meeting
July 23, 2018 - Monday - 6:00 PM - Parks and Recreation Commission Meeting
July 25, 2018 - Wednesday - 6:00 PM - Planning Commission Meeting
July 26, 2018 - Thursday - 6:00 PM - Parking and Public Improvements Commission
August 8, 2018 - Wednesday - 6:00 PM - Planning Commission Meeting
August 13, 2018 - Monday - 6:00 PM - Library Commission Meeting
August 20, 2018 - Monday - 6:00 PM - Cultural Arts Commission Meeting
August 22, 2018 - Wednesday - 6:00 PM - Planning Commission Meeting
August 23, 2018 - Thursday - 6:00 PM - Parking and Public Improvements Commission
September 10, 2018 - Monday - 6:00 PM - Library Commission Meeting
September 12, 2018 - Wednesday - 6:00 PM - Planning Commission Meeting
September 17, 2018 - Monday - 6:00 PM - Cultural Arts Commission Meeting
September 24, 2018 - Monday - 6:00 PM - Parks and Recreation Commission Meeting
September 26, 2018 - Wednesday - 6:00 PM - Planning Commission Meeting

S. CITY OFFICES CLOSED**CITY HOLIDAYS:**

July 4, 2018 - Wednesday - Independence Day
September 3, 2018 - Monday - Labor Day
October 8, 2018 – Monday – Columbus Day
November 12, 2018 – Monday – Veterans Day (Observance of November 11, 2018)
November 22-23, 2018 - Thursday & Friday - Thanksgiving Holiday
December 25, 2018 - Tuesday - Christmas Day Observed
January 1, 2019 – Tuesday – New Years Day Observed
January 14, 2019 – Tuesday – Martin Luther King Day
February 18, 2019 - Monday - Presidents Day
May 27, 2019 – Monday – Memorial Day

CITY OFFICES CLOSED ON FOLLOWING ALTERNATIVE FRIDAYS:

July 6, 2018
July 20, 2018
August 3, 2018
August 17, 2018
August 31, 2018
September 14, 2018
September 28, 2018
October 12, 2018
October 26, 2018
November 9, 2018
November 23, 2018
December 7, 2018
December 21, 2018

Agenda Date: 7/3/2018

TO:

Honorable Mayor and Members of the City Council

THROUGH:

Bruce Moe, City Manager

FROM:

Liza Tamura, City Clerk

Martha Alvarez, Senior Deputy City Clerk

SUBJECT:

City Council Minutes:

This Item Contains Minutes of the Following City Council Meeting(s):

- a) City Council Regular Meeting Minutes of June 19, 2018
- b) City Council Adjourned Regular Meeting Minutes (Joint City Council/Planning Commission and Parking and Public Improvements Commission) of June 20, 2018 (City Clerk Tamura).

APPROVE

RECOMMENDATION:

The attached minutes are for City Council approval:

Attachment(s):

- 1. City Council Regular Meeting Minutes of June 19, 2018
- 2. City Council Adjourned Regular Meeting Minutes (Joint City Council/Planning Commission and Parking and Public Improvements Commission) of June 20, 2018

City of Manhattan Beach

1400 Highland Avenue
Manhattan Beach, CA 90266



Meeting Minutes - Draft

Tuesday, June 19, 2018

6:00 PM

Regular Meeting

City Council Chambers

City Council Regular Meeting

Mayor Amy Howorth
Mayor Pro Tem Steve Napolitano
Councilmember Nancy Hersman
Councilmember Richard Montgomery
Councilmember David Lesser

**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/departments/city-clerk/city-council-meetings-agendas-and-minutes**

A. PLEDGE TO THE FLAG

Mayor Howorth led the Pledge of Allegiance.

B. ROLL CALL

Present: 5 - Mayor Howorth, Mayor Pro Tem Napolitano, Councilmember Hersman, Councilmember Montgomery and Councilmember Lesser

C. CEREMONIAL CALENDAR

1. Proclamation Declaring the Month of July, 2018 as "Parks and Recreation Month".

[18-0059](#)

PRESENT

Parks and Recreation Director Mark Leyman, on behalf of the Parks and Recreation Department, accepted a Proclamation from the City Council declaring July as Parks and Recreation month.

2. Presentation of a "Lifesaving Award" to Matthew Donatucci for Administering CPR to a Cardiac Arrest Victim.

[18-0116](#)

PRESENT

Mayor Howorth, on behalf of the City Council, introduced Acting Fire Chief Derrick Abell, who presented a "Lifesaving Award" to Matthew Donatucci for administering CPR to a cardiac arrest victim.

3. Presentation of a "Lifesaving Award" to Adam Kreutner for Rescuing a Choking Victim.

[18-0147](#)

PRESENT

Mayor Howorth, on behalf of the City Council, introduced Acting Fire Chief Derrick Abell, who presented a "Lifesaving Award" to Adam Kreutner for rescuing a choking victim.

Mayor Howorth also welcomed the new Richard, Watson and Gershon's Summer Associates assisting the City's legal team; Samantha Marconi, Darrelle Markman and Chelsea Straus.

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

Mayor Howorth requested to continue Agenda Item No. 16 - Consideration of the Sepulveda Initiatives Planning Project Recommendations and schedule the first Public Hearing on the July 3, 2018 City Council Meeting, due to the large agenda for June 19, 2018.

Mayor Howorth requested to remove, from the Consent Calendar, Agenda Item No. 6 - Resolution No. 18-0087 Supporting Energy Upgrade California's "Do Your Thing" Campaign, Reaching the State's Energy Goals, Including Reducing Greenhouse Gas Emissions by 40% Before 2030.

A motion was made by Councilmember Hersman, seconded by Councilmember Montgomery, to approve the agenda, as amended, waive full reading of ordinances, remove Agenda Item No. 6 from the Consent Calendar for a presentation and continue Agenda Item No. 16 to the July 3, 2018 City Council Meeting. The motion carried by the following vote:

Aye: 5 - Howorth, Napolitano, Hersman, Montgomery and Lesser

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

Mark Lipps, Manhattan Beach Chamber of Commerce, announced that the Home and Health Expo was completed; on July 6, 2018, from 11:30 AM - 1:30 PM, the Manhattan Beach Chamber of Commerce will be hosting the "South Bay Lakers Lunch and Learn" where attendees can see the new Lakers facility; and on July 14, 2018, the Street Food Cinema movie will be "500 Days of Summer" at the Westrift Golf Course.

Michael Mackavoy, Acting Librarian for the Los Angeles County Manhattan Beach Public Library, announced Children's Summer Kickoff events; "Annie Banannie" on June 22, 2018 from 11:00 AM - 12:00 PM with balloon story telling and on June 27, 2018 from 11:00 AM - 12:00 PM "Pan is my Jumbie" with musical presentation by Joseph Peck. Also announced that on June 30, 2018, from 11:00 AM - 12:00 PM, Tween Pinball Design where tweens will have an opportunity to design and test their own pinball machines and on June 27, 2018 from 7:00 PM - 8:30 PM Teen Mystery Night.

Wayne Powell announced that the next CPR training will be available in July, 2018 and the next MBCERT training will take place late August or early September. The Older Adult Program will be hosting a Community Interactive Forum discussing "Powell to the People" on June 26, 2018 from 7:00 PM - 8:30 PM at the Manhattan Beach Library.

Mayor Howorth announced that students were out of school for the summer and for everyone to drive safely around the City.

F. PUBLIC COMMENTS (3 MINUTES PER PERSON)

Kathryn Cheng spoke on National Pollinator Week and submitted a Petition with over 125 signatures requesting the City to develop a pollinator plan and alternatives for pesticides.

Debra Geist spoke on the book "Silent Spring" by Rachel Carson and requested for City Council to implement an initiative (in relation to bees) as recommended in the book.

Mayor Pro Tem Napolitano announced that at the June 5, 2018, Regular City Council Meeting there was a request for staff to return with a list of vendors that use pesticides.

Carl Leach spoke in support of City Council looking at ideas on how to protect bees.

Mike Garcia spoke in support of City Council looking at alternatives related to bees and pesticides and commented on sustainability vs. regeneration.

Paul Beswick spoke in opposition of the West Basin Municipal Water District EIR for proposed desalination project.

Charlotte Marshall spoke in support of bees and expressed concern regarding the use of pesticides.

Nancy Dunn spoke about the Manhattan Beach Grand Prix and the noise pollution.

Linda Morey spoke in support of Charlotte Marshall's public comment.

Kathy Clark spoke in support of the Manhattan Beach Bee Alliance.

Linda McLoughlin Figel spoke in support of the extended parking time as proposed in Agenda Item No. 17.

Michael Zislis spoke in support of the extended parking time. Also, spoke of problems with Frontier Communications.

Councilmember Lesser requested for the City Manager to assign a staff member to reach out to Frontier Communications and to discuss with the company the City's expectations of their services for the residents and to obtain a contact number for the residents to use when there are issues with Frontier services.

Councilmember Montgomery mentioned that Assemblymember Al Maratsuchi's office has a contact who focuses on local government agencies.

G. CONSENT CALENDAR (APPROVE)

A motion was made by Councilmember Hersman, seconded by Councilmember Montgomery, to approve the Consent Calendar, Agenda Item Nos. 4-5 and 7-11 and moving Agenda Item No. 6 - Resolution No. 18-0087 Supporting Energy Upgrade California's "Do Your Thing" Campaign, Reaching the State's Energy Goals, Including Reducing Greenhouse Gas Emissions by 40% Before 2030, to be heard under H. Items Removed from the Consent Calendar. The motion carried by the following vote:

Aye: 5 - Howorth, Napolitano, Hersman, Montgomery and Lesser

4. City Council Minutes: [18-0064](#)
 This Item Contains Minutes of the Following City Council Meeting(s):
 a) City Council Adjourned Regular Meeting Minutes (Budget Study Session #1) of May 8, 2018
 b) City Council Adjourned Regular Meeting Minutes (Budget Study Session #2) of May 22, 2018
 c) City Council Adjourned Regular Meeting Minutes (Joint City Council/Parks and Recreation Commission, Library Commission and Cultural Arts Commission) of June 4, 2018
 d) City Council Adjourned Regular Meeting Minutes (Closed Session) of June 5, 2018
 e) City Council Regular Meeting Minutes of June 5, 2018 (City Clerk Tamura).
APPROVE
 The recommendation for this item was approved on the Consent Calendar.
5. Financial Report: Schedule of Demands: May 24, 2018 (Interim Finance Director Charelian). [18-0218](#)
ACCEPT REPORT AND DEMANDS
 The recommendation for this item was approved on the Consent Calendar.
6. Resolution No. 18-0087 Supporting Energy Upgrade California's "Do Your Thing" Campaign, Reaching the State's Energy Goals, Including Reducing Greenhouse Gas Emissions by 40% Before 2030. [RES 18-0087](#)
ADOPT RESOLUTION NO. 18-0087
 This item was moved from the Consent Calendar and heard under Section H. Items Removed from the Consent Calendar.
7. Accept Resignation from Cultural Arts Commissioner Prigozhin, Declare Vacant Cultural Arts Commission Seat No. 4 (Prigozhin), and Direct the City Clerk to Return with a List of Interested Applicants (City Clerk Tamura). [18-0247](#)
ACCEPT RESIGNATION AND DECLARE VACANCY
 The recommendation for this item was approved on the Consent Calendar.

8. Donation of One Surplus Vehicle to the Manhattan Beach Unified School District (Interim Finance Director Charelian). [18-0212](#)
APPROVE

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

9. Third Amendment to the Master Agreement with Manhattan Beach Unified School District Regarding Use and Maintenance of School District Fields and Facilities (Parks and Recreation Director Leyman). [RES 18-0092](#)
ADOPT RESOLUTION NO. 18-0092 APPROVING THE AMENDMENT

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

10. Resolution No. 18-0073 Amending and Restating an Agreement with Regents of the University of California to Provide Nurse Educator Services (Acting Fire Chief Abell). [RES 18-0073](#)
ADOPT RESOLUTION NO. 18-0073

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

11. Resolution No. 18-0049 Awarding RFP No. 1154-18 to Nth Generation Computing, Inc. for a Three-Year Contract for Network Server/Storage Hardware and Engineering Services with an Estimated Annual Value of Up to \$60,000 (Information Technology Director Taylor). [RES 18-0049](#)
ADOPT RESOLUTION NO. 18-0049 FOR NETWORK SERVER/STORAGE HARDWARE AND ENGINEERING SERVICES

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

H. ITEMS REMOVED FROM THE CONSENT CALENDAR

6. Resolution No. 18-0087 Supporting Energy Upgrade California's "Do Your Thing" Campaign, Reaching the State's Energy Goals, Including Reducing Greenhouse Gas Emissions by 40% Before 2030. [RES 18-0087](#)
ADOPT RESOLUTION NO. 18-0087

Mayor Howorth introduced City of Malibu Councilmember Laura Rosenthal who provided a PowerPoint presentation.

A motion was made by Mayor Howorth, seconded by Councilmember Montgomery, to adopt Resolution No. 18-0087. The motion carried by the following vote:

Aye: 5 - Howorth, Napolitano, Hersman, Montgomery and Lesser

I. PUBLIC HEARINGS

12. Conduct Public Hearing Adopting Resolution No. 18-0068 Providing for Annual Levy and Collection of Street Lighting and Landscaping District Maintenance Assessments for Fiscal Year 2018-2019 (Interim Finance Director Charelian).

[RES 18-0068](#)

- a) **CONDUCT PUBLIC HEARING**
- b) **ADOPT RESOLUTION NO. 18-0068 PROVIDING FOR ANNUAL LEVY AND COLLECTION OF FISCAL YEAR 2018-2019 MAINTENANCE ASSESSMENTS**

Interim Finance Director Steve Charelian provided the staff presentation.

Mayor Howorth opened the public hearing.

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

A motion was made by Councilmember Lesser, seconded by Councilmember Hersman, to adopt Resolution No. 18-0068 providing for the annual levy and collection of streetlighting and landscaping district maintenance assessments for Fiscal Year 2018-2019. The motion carried by the following vote:

Aye: 5 - Howorth, Napolitano, Hersman, Montgomery and Lesser

13. Conduct Public Hearing Adopting Resolution Nos. 18-0064 and 18-0100 Regarding Renewal of Downtown Business Improvement District (BID) for Fiscal Year 2018-2019 Including Authorization to Collect Assessments; Ratification of the District Advisory Board; Authorization to Enter Into an Agreement with the Downtown Manhattan Beach Business and Professional Association; and Authorization to Disburse Fiscal Year 2017-2018 Assessments Collected (Interim Finance Director Charelian).
- a) **CONDUCT PUBLIC HEARING**
- b) **ADOPT RESOLUTION NOS. 18-0064 AND 18-0100**
- c) **RATIFY BOARD**

[18-0283](#)

Interim Finance Director Steve Charelian provided the staff presentation.

Mayor Howorth opened the public hearing.

Don McPherson spoke about the bylaws for the group, funds spent and locations for meetings.

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

Mayor Howorth stated that she represents the City Council in the Downtown Business Improvement District (BID) meetings.

City Manager Bruce Moe and City Attorney Quinn Barrow responded to City Council questions.

A motion was made by Mayor Howorth, seconded by Councilmember Lesser, to adopt Resolution No. 18-0064 authorizing the collection of assessment and adopt Resolution No. 18-0100 authorizing the City Manager and BID Advisory Board Chairperson to enter into an agreement with the Downtown Manhattan Beach Business & Professional Association to provide services for the BID and ratify the board. The motion carried by the following vote:

Aye: 5 - Howorth, Napolitano, Hersman, Montgomery and Lesser

14. Conduct Public Hearing and Adopt Resolution No. 18-0083 Approving the Capital Improvement Plan for Fiscal Year 2018-2019 Through Fiscal Year 2021-2022 (Public Works Director Katsouleas).

[RES 18-0083](#)

a) CONDUCT PUBLIC HEARING

b) ADOPT RESOLUTION NO. 18-0083

City Engineer Prem Kumar provided the PowerPoint presentation and responded to City Council questions.

Mayor Howorth opened the public hearing.

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

Councilmember Montgomery requested for staff to return to City Council with the pavement management plans for the remaining areas in the City.

A motion was made by Councilmember Montgomery, seconded by Councilmember Hersman, to adopt Resolution No. 18-0083 approving the Capital Improvement Plan for Fiscal Year 2018-2018 through Fiscal Year 2021-2022. The motion carried by the following vote:

Aye: 5 - Howorth, Napolitano, Hersman, Montgomery and Lesser

15. Conduct Public Hearing and Adoption/Approval of the Fiscal Year 2019 and 2020 Operating Budgets and Gann Appropriation Limit for Fiscal Year 2019 (Interim Finance Director Charelian).

[18-0284](#)

a) CONDUCT PUBLIC HEARING

b) ADOPT RESOLUTION NOS. 18-0084 AND 18-0085

City Manager Bruce Moe provided an update on two additional reclassifications for the City Clerks Office.

Interim Finance Director Steve Charelian provided the PowerPoint presentation.

Mayor Howorth opened the public hearing.

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

Mayor Pro Tem Napolitano stated that City Council held several Budget Study Sessions and meetings in the past months where the budget was presented prior to the Public Hearing.

A motion was made by Mayor Pro Tem Napolitano, seconded by Councilmember Hersman, to adopt Resolution No. 18-0084: adopting the Fiscal Year 2018-2019 operating budget; approving the Fiscal Year 2019-2020 operating budget subject to modification prior to the commencement of Fiscal Year 2019-2020; and authorizing the City Manager to make salary grade changes to the positions of Police Records Manager and Senior Deputy City Clerk as well as, approve specifications and salaries for the following new classifications: Deputy City Clerk, Engineering Technician I/II/III, Information Technology Analyst, Lead Records Technician/Matron, Senior Financial Analyst and Senior Recreation Manager; and adopt Resolution No. 18-0085 establishing the appropriation limit for Fiscal Year 2018-2019. The motion carried by the following vote:

Aye: 5 - Howorth, Napolitano, Hersman, Montgomery and Lesser

16. Consideration of the Sepulveda Initiatives Planning Project Recommendations (Community Development Director McIntosh). [ORD 18-0017](#)
CONDUCT PUBLIC HEARING AND CONTINUE THE PUBLIC HEARING TO JULY 3, 2018

This item was continued to the July 3, 2018 City Council Meeting.

At 8:00 PM City Council recessed and reconvened at 8:14 PM with all Councilmembers present.

J. GENERAL BUSINESS

17. Increase Parking Meter Duration to Three Hours after 6 PM Daily and Permit Overflow Merchant Parking in the Civic Center Parking Structure Lower Level on Closed City Hall Days (Community Development Director McIntosh). [18-0180](#)
APPROVE

Traffic Engineer Erik Zandvliet provided the staff presentation and responded to City Council questions.

Mayor Howorth opened the floor to public comment.

Craig Cadwallader spoke in support of City Council keeping free parking at City Hall during City Council and Commission meeting nights.

Jim Burton spoke in support of City Council approving the recommendations as provided by staff.

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

Interim Finance Director Steve Charelian responded to City Council questions.

A motion was made by Mayor Pro Tem Napolitano, seconded by Mayor Howorth, to approve an increase to the parking meter duration to three hours after 6:00 PM daily and permit overflow merchant parking in the Civic Center parking structure lower level on closed City Hall days. The motion carried by the following vote:

Aye: 5 - Howorth, Napolitano, Hersman, Montgomery and Lesser

18. Issue a 10-Day Report Pursuant to Government Code Section 65858(d) for Interim Zoning Ordinance (IZO) No. 17-0007-U; and Status Update of California Coastal Commission Consideration of the Downtown Specific Plan Project (Community Development Director McIntosh).

[18-0221](#)

ISSUE 10-DAY REPORT

Senior Management Analyst Nhung Madrid provided the staff presentation.

Senior Management Analyst Madrid, City Attorney Quinn Barrow and Community Development Director Anne McIntosh responded to City Council questions.

Mayor Howorth opened the floor to public comment.

Maureen McBride spoke in support of keeping in place the IZO.

Jim Burton spoke in support of keeping the IZO.

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

City Attorney Barrow, Senior Management Analyst Madrid and Community Development Director McIntosh responded to City Council questions.

A motion was made by Councilmember Hersman, seconded by Councilmember Montgomery, to issue a 10-day report pursuant to Government Code Section 65858(d) for IZO No. 17-0007-U and direct staff to return with an ordinance to incorporate the elements of the Downtown Specific Plan that are not directly addressed in the IZO. The motion carried by the following vote:

Aye: 5 - Howorth, Napolitano, Hersman, Montgomery and Lesser

19. Appeal of a Planning Commission Decision to Uphold the Community Development Director's Decision for a Minor Exception Approval at 1208 The Strand (Community Development Director McIntosh). [18-0216](#)
DIRECT STAFF TO DRAFT RESOLUTION UPHOLDING PLANNING COMMISSION DECISION'S UPHOLDING THE DIRECTOR'S DECISION

Councilmember Montgomery reported (for the record) that he had breakfast with the Altamura family in El Segundo in December 2017, and paid for his own meal.

Associate Planner Angelica Ochoa provided the PowerPoint presentation.

Associate Planner Ochoa and Building Official Ryan Heise responded to City Council questions.

Attorney Lisa Kranitz for Wallin, Kress, Reisman and Kranitz, representing the Applicant, provided a brief overview regarding the permit request.

Architect Michael Lee provided the Applicant's PowerPoint presentation regarding the architectural modifications requested.

Attorney Kenneth Bley for Cox, Castle and Nicholson, representing one Appellant (1200 Cherry Oca, LLC), provided a statement opposing the minor exception.

Attorney Diana Courteau, representing another Appellant (Maya Soderstrom), provided a statement opposing the minor exception.

Appellant Maya Soderstrom spoke in opposition to the approval of the minor exception.

Mayor Howorth opened the floor to public comment.

Applicant Kathy Kernochan spoke in support of the City Council approving the Planning Commission's decision.

Attorney Kranitz for Wallin, Kress, Reisman and Kranitz, rebutted the comments and information provided by the Appellants.

City Attorney Quinn Barrow introduced into the record documents including the following items: Letter from Wallin, Kress, Reisman & Kranitz, LLP (dated June 12, 2018) including all the attachments; the staff report and attachments; the staff report and attachments presented to the Planning Commission (April 25, 2018); all correspondence related to 1208 The Strand; Letters from Cox, Castle, Nicholson (dated June 14, 2018 - submitted to the City on June 14, 2018 and to City Council on June 19, 2018) including exhibits; and all documents referenced by the building official.

Community Development Director Anne McIntosh responded to City Council questions.

A motion was made by Councilmember Lesser, seconded by Councilmember Hersman, to direct staff to prepare a resolution concurring with the Planning Commission's decision upholding the Community Development Director's approval of a minor exception at 1208 The Strand. The motion carried by the following vote:

Aye: 5 - Howorth, Napolitano, Hersman, Montgomery and Lesser

At 9:51 PM City Council recessed and reconvened at 9:58 PM with all Councilmembers present.

- 20.** Discuss Comments on Draft Environmental Impact Report on Ocean Desalination Plant Proposed by West Basin Municipal Water District (Community Development Director McIntosh).

[18-0206](#)

DISCUSS

Community Development Director Anne McIntosh provided the staff presentation and responded to City Council questions.

Mayor Howorth opened the floor to public comment.

The following individuals provided public comments supporting the City Council to comment/submit a letter of opposition related to the draft EIR as proposed by West Basin Municipal Water:

*Bob Sievers
Craig Cadwallader
Annelise Moe
Nancy Shrodes
Wayne Powell
Marie Coumey
Liz Griggs*

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

Environmental Programs Manager Dana Murray, Community Development Director McIntosh and City Attorney Quinn Barrow responded to City Council questions.

City Council directed staff to submit a letter to West Basin Municipal Water District by the deadline of June 25, 2018.

At 10:30 PM, a motion was made by Councilmember Lesser, seconded by Councilmember Hersman, to extend the June 19, 2018 Regular City Council Meeting past 10:30 PM. The motion carried by the following vote:

Aye: 5 - Howorth, Napolitano, Hersman, Montgomery and Lesser

City Attorney Quinn Barrow provided clarification as to what the letter would include and responded to City Council questions.

K. CITY COUNCIL REQUESTS AND REPORTS INCLUDING AB 1234 REPORTS

21. Request by Councilmember Montgomery to Discuss the Impacts of Senate Bill 415 and the Possibility of Changing the March 5, 2019 General Municipal Election to Another Date. [18-0259](#)

DISCUSS AND PROVIDE DIRECTION

Councilmember Montgomery provided the presentation summarizing his request.

Mayor Howorth opened the floor to public comment.

The following individuals spoke in opposition to City Council discussing alternatives to SB 415:

*Wayne Powell
Bill Victor*

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

City Council directed staff to provide impacts of Senate Bill 415 and explore additional options in moving forward with rescheduling the City's March 2019 General Municipal Election to the March 2020 Statewide Election.

L. FUTURE AGENDA ITEMS

22. Agenda Forecast (City Clerk Tamura). [18-0060](#)
DISCUSS AND PROVIDE DIRECTION

None.

M. CITY MANAGER REPORT

None.

N. CITY ATTORNEY REPORT

None.

O. INFORMATIONAL ITEMS

23. Recent Planning Commission Quasi-Judicial Decisions [18-0286](#)

1. Variance for Remodel/Addition of Nonconforming Home - 2801 Valley
2. Variance and Coastal Development Permit for Remodel/Addition of Nonconforming Home - 2912 Ocean
3. Planned Development Permit Amendment allowing Grocery Store Dining Area- Mother's Market
(Community Development Director McIntosh).

INFORMATION ITEM ONLY

City Attorney Quinn Barrow and Community Development Director Anne McIntosh responded to City Council questions.

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

P. CLOSED SESSION

None.

Q. ADJOURNMENT

At 11:20 PM Mayor Howorth adjourned the meeting in memory of former Manhattan Beach City Clerk Jean McMillan.

Martha Alvarez
Recording Secretary

Amy Howorth
Mayor

ATTEST:

Liza Tamura
City Clerk

City of Manhattan Beach

1400 Highland Avenue
Manhattan Beach, CA 90266



Meeting Minutes - Draft

Wednesday, June 20, 2018

6:00 PM

Joint City Council/Planning Commission and Parking and
Public Improvements Commission Meeting
Police/Fire Conference Room
400/420 15th Street Manhattan Beach, CA 90266

City Council Adjourned Regular Meeting

Mayor Amy Howorth
Mayor Pro Tem Steve Napolitano
Councilmember Nancy Hersman
Councilmember Richard Montgomery
Councilmember David Lesser

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/departments/city-clerk/city-council-meetings-agendas-and-mjbi.htm

A. CALL MEETING TO ORDER

Mayor Pro Tem Napolitano called the meeting to order at 6:00 PM.

B. PLEDGE TO THE FLAG

Mayor Pro Tem Napolitano led the pledge of allegiance.

C. ROLL CALL

City Council

Present - Mayor Pro Tem Napolitano, Councilmember Hersman, Councilmember Montgomery and Councilmember Lesser.

Absent - Mayor Howorth

Planning Commission

Present - Commissioner Fournier, Commissioner Seville-Jones, Commissioner Burkhalter, and Commissioner Morton.

Absent - Commissioner Thompson

Parking and Public Improvements Commission

Present - Commissioner Longhurst, Commissioner Paralusz, and Commissioner Lipps

Absent - Commissioner Delk and Commissioner Franklin

Staff

Present - City Manager Bruce Moe, City Attorney Quinn Barrow, Community Development Director Anne McIntosh, City Clerk Liza Tamura, Acting Planning Manager Eric Haaland, Traffic Engineer Erik Zandvliet, Senior Deputy City Clerk Martha Alvarez, and Management Analyst George Gabriel.

D. PUBLIC COMMENTS (3 MINUTES PER PERSON)

None.

E. GENERAL BUSINESS

1. Review Work Plan items for the Fiscal Year 2018-2019 that will be before the Planning and Parking and Public Improvements Commissions (Community Development Director McIntosh). [18-0288](#)

DISCUSS AND PROVIDE DIRECTION

Community Development Director Anne McIntosh introduced the Planning Commission Work Plan for City Council consideration.

Planning Commission Chair Sandra Seville-Jones provided an overview of the Planning Commission Work Plan items.

Community Development Director Anne McIntosh and Planning Commission Chair Seville-Jones discussed and responded to City Council questions regarding the follow Planning Commission Work Plan items:

1. Short-Term Rentals
2. Accessory Dwelling Units
3. Sepulveda Corridor Study
4. Manhattan Village Mall Expansion Project
5. Modernize Parking Standards
6. Environmental Sustainability Work Plan for 2018-2020
7. Update on State Housing Laws
8. Telecom Facilities with an Updated Ordinance
9. Automated Permitting Software Solution

Additionally, the City Council, Planning Commission, and Staff discussed two items that warranted future discussion items that included:

1. Use Permit Conditions and Enforcement
2. Review of Land Use Definitions of Recent Trends

City Council provided direction regarding the proposed Planning Commission Work Plan to:

1. Direct the Sustainability Task Force to explore a graywater ordinance and/or requirements,
2. Explore adding a Planning Commissioner or Parking and Public Improvements Commissioner to the Sustainability Task Force, and
3. Direct the Planning Commission to discuss the Telecom Facilities Updated Ordinance.

Traffic Engineer Erik Zandvliet introduced the Parking and Public Improvements Commission Work Plan for City Council consideration.

Community Development Director Anne McIntosh and Traffic Engineer Erik Zandvliet responded to City Council questions regarding the follow Parking and Public Improvement Commission Work Plan items:

- 1. Modernize Parking Standards
- 2. Pedestrian Safety Improvements
- 3. Downtown Business Employees Overflow Parking
- 4. Parking Management (Parking Meter Solution)
- 5. Telecom Facilities with an Updated Ordinance
- 6. Pedestrian Security Improvements

Additionally, the City Council, Parking and Public Improvements Commission, and Staff discussed four items not identified within the staff report that included:

- 1. Report on New Striping and Dedicated Bike Lanes
- 2. Streetlighting Needs
- 3. Speed Humps
- 4. Parking Garage Incentives

City Council provided direction regarding the proposed Parking and Public Improvement Commission Work Plan to direct the Parking and Public Improvements Commission to agendize discussion of the encroachment permit ordinance and make recommendations regarding revisions to the current ordinance and potential enforcement actions.

F. ADJOURNMENT

At 8:01 PM the City Council adjourned to the 4:30 PM Closed Session Meeting on Tuesday, July 3, 2018, in the City Council Chambers in said City.

George Gabriel
Recording Secretary

Amy Howorth
Mayor

ATTEST:

Liza Tamura
City Clerk

Agenda Date: 7/3/2018

TO:

Honorable Mayor and Members of the City Council

THROUGH:

Bruce Moe, City Manager

FROM:

Steve S. Charelian, Interim Finance Director
Henry Mitzner, Controller

SUBJECT:

Financial Report:

- a) Schedule of Demands: June 7, 2018
- b) Investment Portfolio for the Month Ending May 31, 2018
- c) Month End Report for the Month Ending May 31, 2018
(Interim Finance Director Charelian).

ACCEPT REPORT AND DEMANDS

RECOMMENDATION:

Staff recommends that the City Council accept the attached reports 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 June 7, 2018 is \$4,118,588.24.

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 May 31, 2018. This report marks the eleventh month of the fiscal year 2017-2018, 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.

POLICY ALTERNATIVES:

Not applicable.

PUBLIC OUTREACH/INTEREST:

After analysis, staff determined that public outreach was not required for this issue.

ENVIRONMENTAL REVIEW

Not applicable.

LEGAL REVIEW

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

Attachments:

1. Schedule of Demands for June 7, 2018
2. Investment Portfolio for the Month Ending May 31, 2018
3. Month End Report for the Month Ending May 31, 2018

City of Manhattan Beach



Schedule of Demands June 7, 2018

CITY OF MANHATTAN BEACH
WARRANT REGISTER

WARRANT(S) WR 25A & WR 25B
DATED: 5/31/2018 & 6/7/2018

I HEREBY CERTIFY THAT THE CLAIMS OR DEMANDS COVERED BY THE ABOVE WARRANT(S) IN THE AMOUNT OF \$4,118,588.24 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 3RD DAY OF JULY

CITY MANAGER

WARRANT REGISTER (S)	WARRANT(S)	25A	808,633.25
WR 25A & WR 25B		25B	1,516,333.91
	PREPAID WIRES / MANUAL CKS	25A	838,666.43
		25B	
	SUBTOTAL WARRANTS		<u>3,163,633.59</u>
	VOIDS		(9,879.00)
	PAYROLL PE 5/25/2018	PY	964,833.65
	TOTAL WARRANTS		<u><u>4,118,588.24</u></u>

**CITY OF MANHATTAN BEACH
WARRANT REGISTER**

WARRANT BATCH NUMBER:

wr 25a

CHECK NO.	DATE	TYPE	PAYEE NAME	PAYMENT DESCRIPTION	CHECK AMOUNT
60418	6/4/2018	T	UNION BANK	F.I.T./MEDICARE/S.I.T.	253,642.47
6052018	6/5/2018	T	PUBLIC EMPLOYEES'	PENSION SAFETY - CLASSIC: PAYMENT	239,138.77
6062018	6/6/2018	T	CA PUBLIC EMPLOYEES'	MEDICAL PREMIUMS	345,885.19
SUBTOTAL					838,666.43
533357	5/31/2018	N	CRISTINA ARNESON-CABRERA	ADVANCE IDR	3,705.33
533358	5/31/2018	N	AT&T MOBILITY	CELLULAR CHARGES	433.26
533359	5/31/2018	N	MICHAEL BOYES	REIMBURSEMENT	323.24
533360	5/31/2018	N	CA NEWSPAPER PARTNERSHIP	ADVERTISING	2,242.00
533361	5/31/2018	N	CA NEWSPAPER PARTNERSHIP	ADVERTISING	672.00
533362	5/31/2018	N	DOWNTOWN MB BUS & PROF ASSN	WELLNESS SERVICES	250.00
533363	5/31/2018	N	FEDERAL EXPRESS CORPORATION	DELIVERY SERVICE	208.80
533364	5/31/2018	N	FIRST CALL STAFFING INC	TEMPORARY EMPLOYEE SERVICES	943.25
533365	5/31/2018	N	FRANCHISE TAX BOARD	EARNINGS WITHHOLDING	461.29
533366	5/31/2018	N	FRANCHISE TAX BOARD	EARNINGS WITHHOLDING	210.00
533367	5/31/2018	N	FRANCHISE TAX BOARD	EARNINGS WITHHOLDING	150.00
533368	5/31/2018	N	FRANCHISE TAX BOARD	EARNINGS WITHHOLDING	150.00
533369	5/31/2018	N	FRONTIER CALIFORNIA INC	TELEPHONE SERVICE	11,370.61
533370	5/31/2018	N	HIGHMARK BLUE SHIELD	REFUND-AMBULANCE OVERPAYMENT	101.74
533371	5/31/2018	N	ICMA RETIREMENT TRUST - 401	DEFERRED COMP 108075: PAYMENT	673.08
533372	5/31/2018	N	ICMA RETIREMENT TRUST - 401	LOAN REPAY 401 - 2.5%: PAYMENT	2,354.67
533373	5/31/2018	N	ICMA RETIREMENT TRUST - 457	DEFERRED COMP AND LOAN REPAY 457	80,094.34
533374	5/31/2018	N	ICMA RETIREMENT TRUST 401	LOAN REPAY 401 - 4.5%: PAYMENT	7,381.08
533375	5/31/2018	N	JENNIFER KALLOK	EARNINGS WITHHOLDING	184.62

**CITY OF MANHATTAN BEACH
WARRANT REGISTER**

WARRANT BATCH NUMBER:

wr 25a

CHECK NO.	DATE	TYPE	PAYEE NAME	PAYMENT DESCRIPTION	CHECK AMOUNT
533376	5/31/2018	N	JOHN LOY	ADVANCE IDR	5,206.77
533377	5/31/2018	N	M B POLICE MGMT ASSC	DUES \$ (POL MGT ASSN): PAYMENT	285.00
533378	5/31/2018	N	M B POLICE OFFICERS ASSOCIA	DUES \$ (POLICE FIXED): PAYMENT	6,572.52
533379	5/31/2018	N	M B WATER DEPARTMENT	MONTHLY WATER CHARGES	5,378.68
533380	5/31/2018	N	MBPOA RETIREE	MD TRUST (MED TRUST): PAYMENT	2,325.00
533381	5/31/2018	N	MBPOA RETIREE	MD TRUST (MED TRUST): PAYMENT	2,250.00
533382	5/31/2018	N	JANE SAGER	CITATION REFUND	84.00
533383	5/31/2018	N	PHILIP SAINTALBIN	CITATION REFUND	53.00
533384	5/31/2018	N	STATE DISBURSEMENT UNIT	EARNINGS WITHHOLDING	859.85
533385	5/31/2018	N	STATE DISBURSEMENT UNIT	EARNINGS WITHHOLDING	230.76
533386	5/31/2018	N	STATE DISBURSEMENT UNIT	EARNINGS WITHHOLDING	92.30
533387	5/31/2018	N	LIZA TAMURA	REIMBURSEMENT-TRAVEL EXPENSE	133.00
533388	5/31/2018	N	MICHAEL A TAYLOR	EMPLOYEE REIMBURSEMENT	100.00
533389	5/31/2018	N	TIME WARNER CABLE INC	CABLE SERVICE	3,897.19
533390	5/31/2018	N	TOTAL ADMINISTRATIVE SVCS CORP	CHILD125 (CHILD 125 PLAN): PAYMENT	9,540.54
533391	5/31/2018	N	U.S. BANK	P/T EMP RETIREMENT CONTRIB: PAYMENT	3,688.48
533392	5/31/2018	N	UNITED PARCEL SERVICE	DELIVERY SERVICE	54.00
533393	5/31/2018	N	US BANCORP CARD SERVICES INC	P-CARD CHARGES	146,167.13
533394	5/31/2018	N	VANTAGEPOINT TRANSFER AGENTS	RETMNT HLTH SAVINGS CONTRIB: PAYMENT	1,248.47
533395	5/31/2018	N	ROBIN L VARGAS	EARNINGS WITHHOLDING	553.85
533396	5/31/2018	N	VERIZON CALIFORNIA INC	CONTRACT SERVICES	1,769.80
533397	5/31/2018	N	WEST BASIN MUNICIPAL WATER DIS	MONTHLY WATER PURCHASES	506,233.60

SUBTOTAL

808,633.25

**CITY OF MANHATTAN BEACH
WARRANT REGISTER**

WARRANT BATCH NUMBER: **wr 25a**

CHECK NO.	DATE	TYPE	PAYEE NAME	PAYMENT DESCRIPTION	CHECK AMOUNT
COMBINED TOTAL					1,647,299.68

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 25a**

CHECK NO.	DATE	TYPE	PAYEE NAME	PAYMENT DESCRIPTION	CHECK AMOUNT
60418	6/4/2018	T	UNION BANK	F.I.T./MEDICARE/S.I.T.	253,642.47
6052018	6/5/2018	T	PUBLIC EMPLOYEES'	PENSION SAFETY - CLASSIC: PAYMENT	239,138.77
6062018	6/6/2018	T	CA PUBLIC EMPLOYEES'	MEDICAL PREMIUMS	345,885.19
SUBTOTAL					838,666.43
533357	5/31/2018	N	CRISTINA ARNESON-CABRERA	ADVANCE IDR	3,705.33
533369	5/31/2018	N	FRONTIER CALIFORNIA INC	TELEPHONE SERVICE	11,370.61
533373	5/31/2018	N	ICMA RETIREMENT TRUST - 457	DEFERRED COMP AND LOAN REPAY 457	80,094.34
533374	5/31/2018	N	ICMA RETIREMENT TRUST 401	LOAN REPAY 401 - 4.5%: PAYMENT	7,381.08
533376	5/31/2018	N	JOHN LOY	ADVANCE IDR	5,206.77
533378	5/31/2018	N	M B POLICE OFFICERS ASSOCIA	DUES \$ (POLICE FIXED): PAYMENT	6,572.52
533379	5/31/2018	N	M B WATER DEPARTMENT	MONTHLY WATER CHARGES	5,378.68
533389	5/31/2018	N	TIME WARNER CABLE INC	CABLE SERVICE	3,897.19
533390	5/31/2018	N	TOTAL ADMINISTRATIVE SVCS CORP	CHILD125 (CHILD 125 PLAN): PAYMENT	9,540.54
533391	5/31/2018	N	U.S. BANK	P/T EMP RETIREMENT CONTRIB: PAYMENT	3,688.48
533393	5/31/2018	N	US BANCORP CARD SERVICES INC	P-CARD CHARGES	146,167.13
533397	5/31/2018	N	WEST BASIN MUNICIPAL WATER DIS	MONTHLY WATER PURCHASES	506,233.60
SUBTOTAL					789,236.27
COMBINED TOTAL					1,627,902.70

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

**Report of Warrant Disbursements
wr 25a**

Fund	Description	Amount
100	General	1,122,198.56
401	Capital Improvements	12.77
501	Water	514,857.43
503	Waste Water	124.46
521	County Parking Lot	472.35
522	State Pier Lots	407.39
601	Insurance	250.00
605	Information Services	7,750.00
615	Building Maintenance	1,226.72
wr 25a		<u>1,647,299.68</u>
		<u><u>1,647,299.68</u></u>

Check History Listing
CITY OF MANHATTAN BEACH

Bank code: union

Check #	Date	Vendor	Status	Clear/Void Date	Invoice	Inv. Date	Amount Paid	Check Total
528035	03/09/2017	12653 MBPOA RETIREE	V	05/30/2018	Ben633598	03/10/2017	2,325.00	2,325.00
528057	03/16/2017	35679 BEST 4 LESS LANDSCAPING	V	05/30/2018	RW16-0640	02/28/2017	496.00	496.00
528133	03/16/2017	31186 PAR ELECTRIC CONTRACTOR	V	05/30/2018	RW13-0244	03/08/2017	427.00	427.00
528152	03/16/2017	35680 SOUTH BAY CRE GENERAL CC	V	05/30/2018	RW15-0050	03/06/2017	496.00	496.00
528259	03/30/2017	35694 GORDON GILMORE	V	05/30/2018	BL-00721	03/15/2017	10.00	10.00
528314	03/30/2017	14214 EVELYN ANNE RILEY	V	05/30/2018	980840	03/15/2017	79.55	79.55
528357	03/30/2017	35706 WILLIAM WILSON	V	05/30/2018	38-0564114-00	03/23/2017	271.06	271.06
528563	04/27/2017	34940 RUSS ALLEN	V	05/30/2018	SPRING 2017	04/18/2017	300.00	300.00
528626	04/27/2017	34146 DINO PERUGINO	V	05/30/2018	3171	03/22/2017	195.00	195.00
528716	05/11/2017	29485 MICHAEL BOYES	V	05/30/2018	18760799	04/27/2017	323.24	323.24
528727	05/11/2017	32416 THOMAS CONDON	V	05/30/2018	RW14-0457	04/27/2017	496.00	496.00
529033	05/25/2017	34187 RAND ELLS CONSTRUCTION	V	05/30/2018	RW15-0274	05/09/2017	496.00	496.00
529044	05/25/2017	35792 KATHERINE SIMMS	V	05/30/2018	65-0689012-03	05/18/2017	88.77	88.77
529153	06/08/2017	35840 ANGELO HATZAKIS	V	05/30/2018	L4-34	05/17/2017	1.00	1.00
529160	06/08/2017	35830 MICHAEL JOHNSON	V	05/30/2018	32-0647220-10	05/24/2017	45.69	45.69
529342	06/22/2017	16731 LA AREA FIRE CHIEFS ASSN	V	05/30/2018	05/2017	05/25/2017	1,000.00	1,000.00
529565	07/06/2017	35899 OSCAR RIVAS	V	05/30/2018	61287216	03/25/2017	10.00	10.00
529812	08/03/2017	35877 CODY BEST CONST	V	05/30/2018	06-02-17	06/02/2017	500.00	500.00
529820	08/03/2017	31044 ELEMENT CONSTRUCTION	V	05/30/2018	06-02-17	06/02/2017	500.00	500.00
529856	08/03/2017	35940 PCC NETWORK SOLUTIONS	V	05/30/2018	BL-24904	07/10/2017	18.40	18.40
529874	08/03/2017	24391 SPEEDI MART	V	05/30/2018	BL-18568	07/10/2017	50.34	50.34
529891	08/03/2017	35949 PATRICIA WILLIAMSON	V	05/30/2018	39832327	07/20/2017	418.17	418.17

Check History Listing
CITY OF MANHATTAN BEACH

Bank code: union

Check #	Date	Vendor	Status	Clear/Void Date	Invoice	Inv. Date	Amount Paid	Check Total
530023	08/17/2017	35973 BATES CHIROPRACTIC	V	05/30/2018	BL-01461	07/28/2017	18.54	18.54
530234	08/24/2017	21364 MICHAEL A TAYLOR	V	05/30/2018	08-03-17	08/03/2017	100.00	100.00
530302	08/31/2017	36033 TYLER CRITELLI	V	05/30/2018	61288274	05/27/2017	53.00	53.00
530359	08/31/2017	36045 CARLA SKALMAN	V	05/30/2018	L3-39	08/09/2017	3.00	3.00
530367	08/31/2017	36047 LAWRENCE THOMAS	V	05/30/2018	MB-1819	08/09/2017	0.50	0.50
530434	09/14/2017	36056 JUSTIN BEIMFORDE	V	05/30/2018	SUMMER 2017	08/22/2017	50.00	50.00
530717	10/05/2017	29623 DAVID LESSER	V	05/30/2018	09-13-17	09/13/2017	158.00	158.00
530751	10/12/2017	36107 AGUILLON CHARLES	V	05/30/2018	61305477	07/09/2017	53.00	53.00
530788	10/12/2017	34938 MANHATTAN BEACH ROYALS	V	05/30/2018	FALL 2017	09/26/2017	216.00	216.00
530800	10/12/2017	34416 JASON NIMERSHEIM	V	05/30/2018	FALL 2017	09/19/2017	8.00	8.00
530814	10/12/2017	34515 TEYLOR SALAZAR	V	05/30/2018	FALL 2017	09/19/2017	50.00	50.00
530877	10/19/2017	12382 LIZA TAMURA	V	05/30/2018	09-18-17	09/18/2017	133.00	133.00
530918	10/26/2017	14747 DOWNTOWN MB BUS & PROF.	V	05/30/2018	64	09/05/2017	250.00	250.00
531815	01/18/2018	15910 BLUE SHIELD OF CALIF	V	05/30/2018	42052374	12/18/2017	101.74	101.74
533318	05/24/2018	36479 JANE SAGER	V	05/30/2018	61328750	11/06/2017	84.00	
			V	05/30/2018	61346864	11/06/2017	53.00	137.00

union Total: 9,879.00

37 checks in this report

Total Checks: 9,879.00

CITY OF MANHATTAN BEACH PAYROLL
PAY PERIOD: 05/12/18 TO 05/25/18
PAY DATE: 06/01/18

NET PAY 964,833.65

5/12/2018

5/25/2018

CITY OF MANHATTAN BEACH PAYROLL REPORT

PAYROLL PERIOD ENDING DATE

5/25/2018

FUND	DESCRIPTION	AMOUNT
100	General Fund	1,267,954.68
210	Asset Forfeiture Fund	2,924.56
230	Prop. A Fund	19,962.33
232	AB 2766 Air Quality Fund	1,140.00
501	Water Fund	31,028.74
503	Wastewater Fund	13,130.15
510	Refuse Fund	4,380.11
520	Parking Fund	3,524.63
521	County Parking Lots Fund	968.22
522	State Pier and Parking Lot Fund	968.18
601	Insurance Reserve Fund	14,235.48
605	Information Technology Fund	34,106.38
610	Fleet Management Fund	6,530.81
615	Building Maintenance & Operations Fund	14,606.85
801	Pension Trust Fund	9,316.53
	Gross Pay	<u>1,424,777.65</u>
	Deductions	<u>459,944.00</u>
	Net Pay	<u><u>964,833.65</u></u>

**CITY OF MANHATTAN BEACH
WARRANT REGISTER**

WARRANT BATCH NUMBER: **wr 25b**

CHECK NO.	DATE	TYPE	PAYEE NAME	PAYMENT DESCRIPTION	CHECK AMOUNT
533398	6/7/2018	N	1 800 PACK RAT LLC	STORAGE CONTAINER RENTAL	235.73
533399	6/7/2018	N	ADMINISTRATIVE SERVICES COOP	DIAL A RIDE SUPPLEMENTAL CAB SERVICE	1,513.59
533400	6/7/2018	N	ADMINSURE INC	2ND YEAR OF CITY'S SELF-INSURED WORKERS	19,175.89
533401	6/7/2018	N	SHAHNAWAZ AHMAD	CONSTRUCTION INSPECTION SERVICES FOR CI	12,950.00
533402	6/7/2018	N	ALFARO COMMUNICATION CONST	PARKVIEW AVE SIDEWALK IMPROVEMENTS RE	8,422.97
533403	6/7/2018	N	ALL CITY MANAGEMENT SVCS	CROSSING GUARD SERVICES CONTRACT	16,288.34
533404	6/7/2018	N	ANDERSONPENNA PARTNERS INC	INSPECTION SERVICES FOR MANHATTAN AVE &	18,544.00
533405	6/7/2018	N	ANDERSONPENNA PARTNERS INC	ROUNDHOUSE AQUARIUM PROJECT - PROFESS	676.77
533406	6/7/2018	N	GEORGE APOSTOL	CASH KEY REFUND	10.00
533408	6/7/2018	N	AT&T MOBILITY	CELLULAR CHARGES	7,413.09
533409	6/7/2018	N	AVANT GARDE INC	FUNDING ADMINISTRATION SERVICES HSIP CY	1,680.00
533410	6/7/2018	N	WILLIAM BATTISON	CASH KEY REFUND	14.00
533411	6/7/2018	N	SAGE BEAGLE	WATER METER PERMIT REFUND	754.00
533412	6/7/2018	N	BOB WONDRIES MOTORS	CHEVROLET BOLT EV FWD LT V# 205/208/209	105,967.50
533413	6/7/2018	N	COREY BROWN	REFUND PERMIT FEES	364.78
533414	6/7/2018	N	CA NEWSPAPER PARTNERSHIP	ADVERTISING	804.00
533415	6/7/2018	N	CA PARK & REC SOCIETY CPRS	CPRS DISTRICT 9 AWARDS & INSTALLATIONS	350.00
533416	6/7/2018	N	CALIFORNIA POLICE CHIEFS ASSOC	MEMBERSHIPS & DUES	1,852.00
533417	6/7/2018	N	MOLLY CANALES	CASH KEY REFUND	42.00
533418	6/7/2018	N	ERNEST CASTILLO	DISC JOCKEY OLDER ADULT PROGRAM	350.00
533419	6/7/2018	N	CAT TRACKING INC	CROSS WALKS AND BIKE LANES STRIPING	22,950.00
533420	6/7/2018	N	CBRE INC	POST OFFICE LEASE RENEWAL SUPPORT	7,635.00

**CITY OF MANHATTAN BEACH
WARRANT REGISTER**

WARRANT BATCH NUMBER: **wr 25b**

CHECK NO.	DATE	TYPE	PAYEE NAME	PAYMENT DESCRIPTION	CHECK AMOUNT
533421	6/7/2018	N	CELLCO PARTNERSHIP	CARDIAC MONITOR DATA LINES	280.91
533422	6/7/2018	N	CERCO INC	PARKING LOT 1 RETAINING WALL PROJECT	6,097.66
533423	6/7/2018	N	DAVID CHITTENDEN	CASH KEY REFUND	12.00
533424	6/7/2018	N	CITY OF GLENDALE	15-03455C CONTRACT SERVICES	1,350.00
533425	6/7/2018	N	CLARKE CONTRACTING CORP	CYCLE 1 STORM DRAIN IMPROVEMENT PROJE	400,011.75
533426	6/7/2018	N	CLEANSTREET	PORTER, POWER WASHING, AND LANDSCAPE M	30,566.64
533427	6/7/2018	N	CODE 5 GROUP LLC	BAIT TRACKING SERVICES	565.00
533428	6/7/2018	N	THOMAS CONDON	RIGHT OF WAY DEPOSIT REFUND	496.00
533429	6/7/2018	N	CONTEMPORARY SERVICES CORP	UNARMED SECURITY SERVICES	389.52
533430	6/7/2018	N	SANTIAGO A CORNEJO	TENNIS COURT CLEANING SERVICES	1,800.00
533431	6/7/2018	N	DEALER.COM	REFUND OVERPAYMENT ON CLOSED UB ACCO	97.59
533432	6/7/2018	N	DOUGLAS DECASTRO	BANNERS, DECALS, SIGNAGE	2,856.87
533433	6/7/2018	N	DUTHIE ELECTRIC SERVICES	AUXILIARY GENERATOR MAINTENANCE SERVI	965.00
533434	6/7/2018	N	ELEMENT CONSTRUCTION	RIGHT OF WAY DEPOSIT REFUND	500.00
533435	6/7/2018	N	FEDERAL EXPRESS CORPORATION	CYCLE 3 SAFE ROUTES TO SCHOOLS	6.94
533436	6/7/2018	N	FIRST CALL STAFFING INC	TEMPORARY EMPLOYEE SERVICES	2,484.72
533437	6/7/2018	N	GEOSYNTEC CONSULTANTS INC	3 YEAR PROFESSIONAL SERVICES AGREEMENT	57,073.49
533438	6/7/2018	N	ANNA GORZKOWSKI	TENNIS INSTRUCTOR	832.00
533439	6/7/2018	N	MARK LEE GROH	HEARING OFFICER SERVICES	600.00
533440	6/7/2018	N	HIRSHBERG FOUNDATION	REFUND TEMPORARY CONSTRUCTION METER	611.05
533441	6/7/2018	N	HUNTINGTON BCH MOTORSPORTS INC	MOTORCYCLE PARTS & SERVICE	864.65
533442	6/7/2018	N	IPS GROUP INC	PARKING METER CREDIT CARD FEES, REPLAC	22,697.54

**CITY OF MANHATTAN BEACH
WARRANT REGISTER**

WARRANT BATCH NUMBER: **wr 25b**

CHECK NO.	DATE	TYPE	PAYEE NAME	PAYMENT DESCRIPTION	CHECK AMOUNT
533443	6/7/2018	N	JOAN STEIN JENKINS	MUNICIPAL CODE PROSECUTION SERVICES	8,612.50
533444	6/7/2018	N	VICTORIA HELEN JOHNSON	ARTHRITIS INSTRUCTOR	615.00
533445	6/7/2018	N	CARMEN JORDAN	PARKS & RECREATION REFUND	229.00
533446	6/7/2018	N	ALEXANDER KALAMAROS	OVERPAYMENT OF CLOSED UB ACCOUNT	620.40
533447	6/7/2018	N	JILL KEIDERLING	RIGHT OF WAY DEPOSIT REFUND	496.00
533448	6/7/2018	N	ALICIA KLING	CASH KEY REFUND	29.00
533449	6/7/2018	N	KONICA MINOLTA BUSINESS SOLN	BIZHUB 2-YEAR LEASE	637.47
533450	6/7/2018	N	KONICA MINOLTA BUSINESS SOLN	BIZHUB 2-YEAR LEASE	121.73
533451	6/7/2018	N	L A COUNTY MTA	LA METRO APRIL 2018 EZ PASS SALES	504.00
533452	6/7/2018	N	L A COUNTY SHERIFFS DEPT	INMATE MEALS FOR JAIL CONTRACT	689.10
533453	6/7/2018	N	LA COUNTY CLERK/RECORDER	PUBLIC WORKS FACILITY BUILDING A-OFFICE	75.00
533454	6/7/2018	N	DAVID LESSER	REIMBURSEMENT-TRAVEL EXPENSE	158.00
533455	6/7/2018	N	LOGIX SECURITY INC	SECURITY MONITORING	90.00
533456	6/7/2018	N	MAIN STREET TOURS INC	TOURS/EVENTS	5,471.00
533457	6/7/2018	N	MARINE RESOURCES INC	TEMPORARY EMPLOYEE SERVICES	1,307.60
533458	6/7/2018	N	JAMES MC CLEARY	NORTH END BID REIMBURSEMENT	1,612.78
533459	6/7/2018	N	MELAD AND ASSOCIATES INC	BUILDING PLAN CHECK & INSPECTIONS AND F	41,490.34
533460	6/7/2018	N	MERCHANTS LANDSCAPE SVCS INC	LANDSCAPE MAINTENANCE SERVICES CONTR.	40,527.03
533461	6/7/2018	N	MERRIMAC ENERGY GROUP	BULK FUEL DELIVERIES	26,019.92
533462	6/7/2018	N	MICHAEL LEE CONSTRUCTION	RIGHT OF WAY DEPOSIT REFUND	992.00
533463	6/7/2018	N	GERI MILLER	CASH KEY REFUND	23.00
533464	6/7/2018	N	STEVEN MILLER	CASH KEY REFUND	10.00

**CITY OF MANHATTAN BEACH
WARRANT REGISTER**

WARRANT BATCH NUMBER: **wr 25b**

CHECK NO.	DATE	TYPE	PAYEE NAME	PAYMENT DESCRIPTION	CHECK AMOUNT
533465	6/7/2018	N	ELIZABETH MISHURDA	PARKS & RECREATION REFUND	50.00
533466	6/7/2018	N	BRUCE A MOE	REIMBURSEMENT-TRAVEL EXPENSE	139.73
533467	6/7/2018	N	RICHARD MONTGOMERY	REIMBURSEMENT-TRAVEL EXPENSE	156.08
533468	6/7/2018	N	STEVE NAPOLITANO	REIMBURSEMENT-TRAVEL EXPENSE	156.08
533469	6/7/2018	N	NEXTEL OF CALIFORNIA INC	CONTRACT SERVICES	156.21
533470	6/7/2018	N	OCCU-MED LTD	3YR PRE-EMPLOY ANALYSIS & EVALUATION SE	781.00
533471	6/7/2018	N	RAYMOND OLSEN	CASH KEY REFUND	44.00
533472	6/7/2018	N	ONWARD ENGINEERING	MANHATTAN BEACH BLVD/SEPULVEDA TURN I	2,932.50
533473	6/7/2018	N	OPENGOV INC	OPENGOV ANNUAL SUBSCRIPTION	5,000.00
533474	6/7/2018	N	ORANGE COUNTY STRIPING SVCS	ROADWAY STRIPING SERVICES	8,368.60
533475	6/7/2018	N	LAURA POMATTO	REFUND OVERPAYMENT ON CLOSED UB ACCO	72.85
533476	6/7/2018	N	PRECISION PIPELINE INC	REFUND TEMPORARY CONSTRUCTION METER	592.10
533477	6/7/2018	N	PROGRESSIVE SOLUTIONS INC	SUBSCRIPTIONS	4,916.23
533478	6/7/2018	N	PROVIDENCE MEDICAL INSTITUTE	MEDICAL SERVICES	250.00
533479	6/7/2018	N	PRUDENTIAL OVERALL SUPPLY	UNIFORM & MAT RENTAL-MAY 2018	845.88
533480	6/7/2018	N	RELIANT IMMEDIATE CARE MED GRP INC	PRE-EMPLOYMENT PHYSICALS AND INMATE E	6,048.42
533481	6/7/2018	N	RESCUE ROOTER	PLUMBING SERVICES	641.00
533482	6/7/2018	N	REYNOLDS DEV CORP	RIGHT OF WAY DEPOSIT REFUND	496.00
533483	6/7/2018	N	RICHARDS WATSON & GERSHON	PROFESSIONAL LEGAL SERVICES-APRIL 2018	65,894.32
533484	6/7/2018	N	RICHARDS WATSON & GERSHON	AMENDMENT NO. 1 - LEGAL SERVICES RETAINI	24,000.00
533485	6/7/2018	N	RICHARDS WATSON & GERSHON	AMENDMENT NO. 1 - LEGAL SERVICES RETAINI	24,000.00
533486	6/7/2018	N	ANA RODRIGUEZ	HEALTH AND WELLNESS PROGRAMMING	1,717.50

**CITY OF MANHATTAN BEACH
WARRANT REGISTER**

WARRANT BATCH NUMBER: **wr 25b**

CHECK NO.	DATE	TYPE	PAYEE NAME	PAYMENT DESCRIPTION	CHECK AMOUNT
533487	6/7/2018	N	S B FIRE CHIEFS ASSOCIATION	MEMBERSHIP RENEWAL	450.00
533488	6/7/2018	N	SANDRA SAVAIANO	CASH KEY REFUND	50.00
533489	6/7/2018	N	SBRPCA	COMMUNICATIONS EQUIPMENT	3,540.71
533490	6/7/2018	N	SDI PRESENCE LLC	ERP SOFTWARE CONSULTANT SERVICES	165.00
533491	6/7/2018	N	SELBERT PERKINS DESIGN INC	COMMUNITY ID & WAYFINDING SIGNAGE PRO	4,824.00
533492	6/7/2018	N	SO CA MUNICIPAL ATHLETIC FED	INSTRUCTOR INSURANCE	7.00
533493	6/7/2018	N	SOUTHERN CA ASSOC OF GOVTS	ANNUAL DUES	3,765.00
533494	6/7/2018	N	SPRINT SOLUTIONS INC	MOBILE CONNECTION	75.98
533495	6/7/2018	N	SRL CONSTRUCTION	RIGHT OF WAY DEPOSIT REFUND	496.00
533496	6/7/2018	N	STATE CONTROLLER'S OFFICE	FTB OFFSET PROGRAM 2017	376.07
533497	6/7/2018	N	STATEWIDE TRAFFIC SAFETY	SOLAR MESSAGE BOARDS	32,302.50
533498	6/7/2018	N	SULLY MILLER CONTRACTING CO	ASPHALT/EMULSION	438.16
533499	6/7/2018	N	TARGETSOLUTIONS LEARNING LLC	ANNUAL SUBSCRIPTION	3,660.00
533500	6/7/2018	N	THE CODE GROUP INC	BUILDING PLAN CHECK & INSPECTIONS AND F	2,030.00
533501	6/7/2018	N	TIME WARNER CABLE INC	CABLE SERVICES	320.10
533502	6/7/2018	N	UNITED SITE SVCS OF CA INC	PORTABLE RESTROOMS/FENCING	77.19
533503	6/7/2018	N	US BANK	MARINE REFUNDING DEBT SERVICE	404,534.85
533504	6/7/2018	N	VECTOR RESOURCES INC	15-03453C CONTRACT SERVICES	675.44
533505	6/7/2018	N	VITAL MEDICAL SERVICES LLC	INMATE MEDICAL CARE, BLOOD DRAWS, & NA	1,628.00
533506	6/7/2018	N	WALTERS WHOLESALE ELECTRIC CO	ELECTRICAL SUPPLIES	1,013.65
533507	6/7/2018	N	SUSAN WARDEN	PILATES INSTRUCTOR	566.00
533508	6/7/2018	N	WEST COAST ARBORISTS INC	TREE MAINTENANCE SERVICES - AMENDMENT	18,576.00

**CITY OF MANHATTAN BEACH
WARRANT REGISTER**

WARRANT BATCH NUMBER: **wr 25b**

CHECK NO.	DATE	TYPE	PAYEE NAME	PAYMENT DESCRIPTION	CHECK AMOUNT
533509	6/7/2018	N	JIM YI	PARKS & RECREATION REFUND	19.90
SUBTOTAL					1,516,333.91
COMBINED TOTAL					1,516,333.91

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 25b**

CHECK NO.	DATE	TYPE	PAYEE NAME	PAYMENT DESCRIPTION	CHECK AMOUNT
533400	6/7/2018	N	ADMINSURE INC	2ND YEAR OF CITY'S SELF-INSURED WORKERS	19,175.89
533401	6/7/2018	N	SHAHNAWAZ AHMAD	CONSTRUCTION INSPECTION SERVICES FOR CI	12,950.00
533402	6/7/2018	N	ALFARO COMMUNICATION CONST	PARKVIEW AVE SIDEWALK IMPROVEMENTS RE	8,422.97
533403	6/7/2018	N	ALL CITY MANAGEMENT SVCS	CROSSING GUARD SERVICES CONTRACT	16,288.34
533404	6/7/2018	N	ANDERSONPENNA PARTNERS INC	INSPECTION SERVICES FOR MANHATTAN AVE &	18,544.00
533408	6/7/2018	N	AT&T MOBILITY	CELLULAR CHARGES	7,413.09
533412	6/7/2018	N	BOB WONDRIES MOTORS	CHEVROLET BOLT EV FWD LT V# 205/208/209	105,967.50
533419	6/7/2018	N	CAT TRACKING INC	CROSS WALKS AND BIKE LANES STRIPING	22,950.00
533420	6/7/2018	N	CBRE INC	POST OFFICE LEASE RENEWAL SUPPORT	7,635.00
533422	6/7/2018	N	CERCO INC	PARKING LOT 1 RETAINING WALL PROJECT	6,097.66
533425	6/7/2018	N	CLARKE CONTRACTING CORP	CYCLE 1 STORM DRAIN IMPROVEMENT PROJE	400,011.75
533426	6/7/2018	N	CLEANSTREET	PORTER, POWER WASHING, AND LANDSCAPE M	30,566.64
533432	6/7/2018	N	DOUGLAS DECASTRO	BANNERS, DECALS, SIGNAGE	2,856.87
533437	6/7/2018	N	GEOSYNTEC CONSULTANTS INC	3 YEAR PROFESSIONAL SERVICES AGREEMENT	57,073.49
533442	6/7/2018	N	IPS GROUP INC	PARKING METER CREDIT CARD FEES, REPLAC	22,697.54
533443	6/7/2018	N	JOAN STEIN JENKINS	MUNICIPAL CODE PROSECUTION SERVICES	8,612.50
533456	6/7/2018	N	MAIN STREET TOURS INC	TOURS/EVENTS	5,471.00
533459	6/7/2018	N	MELAD AND ASSOCIATES INC	BUILDING PLAN CHECK & INSPECTIONS AND F	41,490.34
533460	6/7/2018	N	MERCHANTS LANDSCAPE SVCS INC	LANDSCAPE MAINTENANCE SERVICES CONTR.	40,527.03
533461	6/7/2018	N	MERRIMAC ENERGY GROUP	BULK FUEL DELIVERIES	26,019.92
533472	6/7/2018	N	ONWARD ENGINEERING	MANHATTAN BEACH BLVD/SEPULVEDA TURN 1	2,932.50
533473	6/7/2018	N	OPENGOV INC	OPENGOV ANNUAL SUBSCRIPTION	5,000.00

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

WARRANT BATCH NUMBER: **wr 25b**

CHECK NO.	DATE	TYPE	PAYEE NAME	PAYMENT DESCRIPTION	CHECK AMOUNT
533474	6/7/2018	N	ORANGE COUNTY STRIPING SVCS	ROADWAY STRIPING SERVICES	8,368.60
533477	6/7/2018	N	PROGRESSIVE SOLUTIONS INC	SUBSCRIPTIONS	4,916.23
533480	6/7/2018	N	RELIANT IMMED CARE MED GRP INC	PRE-EMPLOYMENT PHYSICALS AND INMATE E	6,048.42
533483	6/7/2018	N	RICHARDS WATSON & GERSHON	PROFESSIONAL LEGAL SERVICES-APRIL 2018	65,894.32
533484	6/7/2018	N	RICHARDS WATSON & GERSHON	AMENDMENT NO. 1 - LEGAL SERVICES RETAINI	24,000.00
533485	6/7/2018	N	RICHARDS WATSON & GERSHON	AMENDMENT NO. 1 - LEGAL SERVICES RETAINI	24,000.00
533489	6/7/2018	N	SBRPCA	COMMUNICATIONS EQUIPMENT	3,540.71
533491	6/7/2018	N	SELBERT PERKINS DESIGN INC	COMMUNITY ID & WAYFINDING SIGNAGE PRO	4,824.00
533493	6/7/2018	N	SOUTHERN CA ASSOC OF GOVTS	ANNUAL DUES	3,765.00
533497	6/7/2018	N	STATEWIDE TRAFFIC SAFETY	SOLAR MESSAGE BOARDS	32,302.50
533499	6/7/2018	N	TARGETSOLUTIONS LEARNING LLC	ANNUAL SUBSCRIPTION	3,660.00
533503	6/7/2018	N	US BANK	MARINE REFUNDING DEBT SERVICE	404,534.85
533508	6/7/2018	N	WEST COAST ARBORISTS INC	TREE MAINTENANCE SERVICES - AMENDMENT	18,576.00
SUBTOTAL					1,473,134.66
COMBINED TOTAL					1,473,134.66

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

**Report of Warrant Disbursements
wr 25b**

Fund	Description	Amount
100	General	416,615.53
201	Street Light	10,032.13
205	Streets & Highways	26,966.97
210	Asset Forfeiture	2,684.52
230	Prop A	3,279.79
231	Prop C	2,932.50
401	Capital Improvements	166,575.17
501	Water	39,512.97
502	Storm	471,471.23
503	Waste Water	20,497.81
510	Refuse	6.30
520	Parking	179,330.25
521	County Parking Lot	2,490.05
522	State Pier Lots	8,493.48
601	Insurance	19,256.73
605	Information Services	1,666.38
610	Vehicle Fleet	137,864.87
615	Building Maintenance	6,657.23
wr 25b		<u>1,516,333.91</u>
		<u>1,516,333.91</u>

Report of D-Card Transactions

Account Date	Department Management Services	Amount
100-11-021-5205	Training, Conferences & Meetings	
05/10/2018	TARGET 00001990	95.45
100-11-021-5205	Training, Conferences & Meetings	<u>95.45</u>
11	Management Services	<u>95.45</u>

To enable prompt payment, these DCard expenditures were paid to US Bancorp on Warrant Register wr 24a, dated 5/17/2018; Check number 533185.

Report of D-Card Transactions

Account Date	Department Human Resources	Amount
100-13-011-5214	Employee Awards & Events	
05/10/2018	SMARTNFINAL52910305290	-20.99
05/10/2018	SMARTNFINAL52910305290	42.09
100-13-011-5214	Employee Awards & Events	<hr/> 21.10
601-13-021-5101	Contract Services	
05/10/2018	263 - BOWLERO - EC LOS AN	252.54
601-13-021-5101	Contract Services	<hr/> 252.54
13	Human Resources	<hr/> <hr/> 273.64

To enable prompt payment, these DCard expenditures were paid to US Bancorp on Warrant Register wr 24a, dated 5/17/2018; Check number 533185.

Report of D-Card Transactions

Account Date	Department Recreation	Amount
100-14-011-5101	Contract Services	
05/10/2018	ENPLUG, INC.	99.56
100-14-011-5101	Contract Services	99.56
100-14-011-5201	Office Supplies	
05/10/2018	AMAZON MKTPLACE PMTS WWW.	12.80
05/10/2018	AMAZON.COM AMZN.COM/BILL	29.57
05/10/2018	CDW GOVT #MMN2825	130.58
05/10/2018	CDW GOVT #MMX8704	202.26
05/10/2018	CDW GOVT #MPW7210	202.26
05/10/2018	CDW GOVT #MQG7957	52.05
05/10/2018	OFFICE DEPOT #2740	6.89
05/10/2018	OFFICE DEPOT #5101	33.70
05/10/2018	OFFICE DEPOT #5125	108.33
05/10/2018	OFFICE DEPOT #5125	221.79
05/10/2018	OFFICE DEPOT #5125	45.48
05/10/2018	OFFICE DEPOT #5125	69.48
05/10/2018	OFFICE DEPOT #5125	70.47
05/10/2018	OFFICE DEPOT #598	21.88
05/10/2018	OFFICE DEPOT #842	10.24
05/10/2018	OFFICEMAX/DEPOT 6388	10.94
05/10/2018	SMART SOURCE CALIFORNIA	40.69
100-14-011-5201	Office Supplies	1,269.41
100-14-011-5202	Memberships & Dues	
05/10/2018	NATIONAL RECREATION &	850.00
100-14-011-5202	Memberships & Dues	850.00
100-14-011-5205	Training, Conferences & Meetings	
05/10/2018	S&S WORLDWIDE-ONLINE	288.95
100-14-011-5205	Training, Conferences & Meetings	288.95
100-14-011-5207	Advertising	
05/10/2018	IN *EASY READER, INC.	500.00
05/10/2018	MOON TIDE MEDIA LLC	1,500.00
100-14-011-5207	Advertising	2,000.00
100-14-011-5217	Departmental Supplies	
05/10/2018	AMAZON MKTPLACE PMTS	109.49
05/10/2018	ETSY.COM - BARNARDX	-897.00
05/10/2018	ETSY.COM - BARNARDX	897.00

To enable prompt payment, these DCard expenditures were paid to US Bancorp on Warrant Register wr 24a, dated 5/17/2018; Check number 533185.

Report of D-Card Transactions

Account Date	Department Recreation	Amount
05/10/2018	PARADISE AWARDS AND CRAZY	29.00
05/10/2018	PIT FIRE ARTISAN PIZZA	90.67
100-14-011-5217	Departmental Supplies	229.16
100-14-021-5205	Training, Conferences & Meetings	
05/10/2018	AMIGOS TACOS MANHATTAN BE	265.10
05/10/2018	FRESH BROTHERS MANHATTA	78.07
05/10/2018	TARGET 00001990	128.87
100-14-021-5205	Training, Conferences & Meetings	472.04
100-14-021-5207	Advertising	
05/10/2018	DRI*NEXTDAYFLYERS	47.03
100-14-021-5207	Advertising	47.03
100-14-021-5217	Departmental Supplies	
05/10/2018	AMAZON.COM	64.98
05/10/2018	AMAZON.COM	87.50
05/10/2018	NYRIUS.COM	273.73
05/10/2018	THE HOME DEPOT #0620	112.12
100-14-021-5217	Departmental Supplies	538.33
100-14-024-5225	Printing	
05/10/2018	AMERICAN SOLUTIONS4 BUS	540.93
100-14-024-5225	Printing	540.93
100-14-025-5217	Departmental Supplies	
05/10/2018	JOOLA NORTH AMERICA	1,266.00
05/10/2018	COOLIE SURF INC	753.83
05/10/2018	COSTCO WHSE #0671	137.80
05/10/2018	COSTCO WHSE #0671	275.60
05/10/2018	DISNEYLAND TICKETS	4,900.00
05/10/2018	DISNEYLAND TICKETS	4,900.00
05/10/2018	TR TRADING COMPANY	469.76
100-14-025-5217	Departmental Supplies	12,702.99
100-14-026-5217	Departmental Supplies	
05/10/2018	AMAZON MKTPLACE PMTS WWW.	229.92
05/10/2018	AMAZON MKTPLACE PMTS	26.37
05/10/2018	AMAZON MKTPLACE PMTS	31.92
05/10/2018	AMAZON MKTPLACE PMTS	38.12
05/10/2018	AMAZON MKTPLACE PMTS	53.38

To enable prompt payment, these DCard expenditures were paid to US Bancorp on Warrant Register wr 24a, dated 5/17/2018; Check number 533185.

Report of D-Card Transactions

Account Date	Department Recreation	Amount
05/10/2018	AMAZON MKTPLACE PMTS	59.98
05/10/2018	AMAZON.COM	162.05
05/10/2018	BEST BUY MHT 00010116	109.48
05/10/2018	DISNEYLAND TICKETS	4,900.00
05/10/2018	EQUIPSUPPLY.COM	165.00
05/10/2018	POP-A-SHOT.COM	328.00
05/10/2018	SMARTNFINAL52910305290	123.58
05/10/2018	SMARTNFINAL52910305290	63.44
05/10/2018	SMARTNFINAL52910305290	77.10
05/10/2018	TARGET 00001990	166.39
05/10/2018	TARGET 00001990	26.31
05/10/2018	TARGET 00001990	5.46
05/10/2018	TARGET 00001990	70.55
05/10/2018	TARGET 00019802	23.10
05/10/2018	TARGET.COM *	126.98
05/10/2018	TARGET.COM *	190.46
05/10/2018	THE HOME DEPOT #0620	195.01
05/10/2018	THE HOME DEPOT #0620	30.24
05/10/2018	TOMBOY'S	114.07
100-14-026-5217	Departmental Supplies	7,316.91
100-14-026-5225	Printing	
05/10/2018	SMART SOURCE CALIFORNIA	158.15
100-14-026-5225	Printing	158.15
100-14-028-5205	Training, Conferences & Meetings	
05/10/2018	COURSEHORSE.COM	845.00
05/10/2018	COURSEHORSE.COM	885.00
100-14-028-5205	Training, Conferences & Meetings	1,730.00
100-14-028-5217	Departmental Supplies	
05/10/2018	ENPLUG, INC.	99.87
05/10/2018	HOOPS, INC.	896.00
05/10/2018	UNITED SITE SERVICE	352.47
05/10/2018	UNITED SITE SERVICE	391.73
05/10/2018	UNITED SITE SERVICE	703.11
100-14-028-5217	Departmental Supplies	2,443.18
100-14-031-5207	Advertising	
05/10/2018	ENPLUG, INC.	99.57
05/10/2018	IN *PENINSULA PEOPLE, INC	600.00

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Report of D-Card Transactions

Account Date	Department Recreation	Amount
100-14-031-5207	Advertising	<hr/> 699.57
100-14-031-5217	Departmental Supplies	
05/10/2018	COSTCO WHSE #0671	330.68
05/10/2018	COUNTY OF LA BEACHES & H	6.00
05/10/2018	HOBBY LOBBY #724	228.15
05/10/2018	LA CITY PARKING METER	1.50
05/10/2018	LA CITY PARKING METER	2.00
05/10/2018	LOWES #02268*	7.91
05/10/2018	MICHAELS STORES 3008	20.79
05/10/2018	MICHAELS STORES 3008	5.57
05/10/2018	SALVATION ARMY 270 ST05	24.00
05/10/2018	SIGN SPECIALISTS CORP	257.33
05/10/2018	TARGET 00001990	41.57
05/10/2018	TARGET 00001990	84.58
05/10/2018	THE HOME DEPOT #0620	8.18
05/10/2018	TRADER JOE'S #034 QPS	30.58
05/10/2018	TRADER JOE'S #034 QPS	71.44
100-14-031-5217	Departmental Supplies	<hr/> 1,120.28
100-14-034-5217	Departmental Supplies	
05/10/2018	JOANN STORES #2406	49.79
05/10/2018	LAGUNA CLAY CO CA	1,651.13
05/10/2018	MICHAELS STORES 3008	11.82
05/10/2018	MICHAELS STORES 3008	3.94
05/10/2018	MICHAELS STORES 3008	9.84
05/10/2018	RALPHS #0088	11.65
05/10/2018	THE HOME DEPOT #0618	113.91
05/10/2018	THE HOME DEPOT #0620	110.12
05/10/2018	THE HOME DEPOT #0620	389.38
05/10/2018	THE HOME DEPOT #0620	713.50
05/10/2018	USPS PO 0547180221	18.95
05/10/2018	UTRECHT ART 8004471892	102.89
05/10/2018	UTRECHT ART 8004471892	17.75
05/10/2018	UTRECHT ART 8004471892	31.22
05/10/2018	UTRECHT ART 8004471892	36.66
05/10/2018	UTRECHT ART 8004471892	48.28
100-14-034-5217	Departmental Supplies	<hr/> 3,320.83
100-14-041-5217	Departmental Supplies	
05/10/2018	BSN*SPORT SUPPLY GROUP	147.43
05/10/2018	BSN*SPORT SUPPLY GROUP	594.94

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Report of D-Card Transactions

Account Date	Department Recreation	Amount
100-14-041-5217	Departmental Supplies	742.37
100-14-043-5101	Contract Services	
05/10/2018	DS SERVICES STANDARD COFF	52.00
05/10/2018	IN *SEA-CLEAR POOLS INC	350.00
05/10/2018	IN *SEA-CLEAR POOLS INC	437.50
05/10/2018	WATERLINE TECHNOLOGIES	156.59
05/10/2018	WATERLINE TECHNOLOGIES	222.83
100-14-043-5101	Contract Services	1,218.92
100-14-043-5202	Memberships & Dues	
05/10/2018	TEAMUNIFY	99.95
100-14-043-5202	Memberships & Dues	99.95
100-14-043-5205	Training, Conferences & Meetings	
05/10/2018	ARC*SERVICES/TRAINING	19.00
05/10/2018	VALENTINOS PIZZA	51.53
100-14-043-5205	Training, Conferences & Meetings	70.53
100-14-043-5217	Departmental Supplies	
05/10/2018	COSTCO WHSE #0671	108.80
05/10/2018	COSTCO WHSE #0671	383.95
05/10/2018	HASTY AWARDS	18.33
05/10/2018	IN *MANHATTAN STITCHING C	383.25
05/10/2018	LIFEGUARD STORE - ONLINE	138.00
05/10/2018	LIFEGUARD STORE - ONLINE	680.40
100-14-043-5217	Departmental Supplies	1,712.73
100-14-061-5217	Departmental Supplies	
05/10/2018	3744 EL POLLO LOCO	309.94
05/10/2018	ACMETEC*BOWERS	50.00
05/10/2018	LA VILLA CATERING	390.72
05/10/2018	LOMELIS ITALIAN RESTARNT	156.91
100-14-061-5217	Departmental Supplies	907.57
100-14-062-5101	Contract Services	
05/10/2018	NETFLIX.COM	10.99
05/10/2018	NETFLIX.COM	13.13
05/10/2018	TWC*TIME WARNER CABLE	81.66
100-14-062-5101	Contract Services	105.78

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Report of D-Card Transactions

Account Date	Department Recreation	Amount
100-14-062-5217	Departmental Supplies	
05/10/2018	99 CENTS ONLY STORES #310	3.29
05/10/2018	APL* ITUNES.COM/BILL	0.99
05/10/2018	APL* ITUNES.COM/BILL	0.99
05/10/2018	COSTCO WHSE #0564	488.10
05/10/2018	PIZZA HUT 026181	230.94
05/10/2018	REDBOX *DVD RENTAL	1.92
05/10/2018	SMARTNFINAL52910305290	151.10
05/10/2018	SMARTNFINAL52910305290	169.64
05/10/2018	SMARTNFINAL52910305290	37.86
05/10/2018	SMARTNFINAL52910305290	42.01
100-14-062-5217	Departmental Supplies	1,126.84
100-14-062-5225	Printing	
05/10/2018	SMART SOURCE CALIFORNIA	1,018.60
100-14-062-5225	Printing	1,018.60
230-14-091-5217	Departmental Supplies	
05/10/2018	AMAZON MKTPLACE PMTS WWW.	62.48
05/10/2018	COSTCO WHSE #0671	303.36
05/10/2018	PARTY CITY	81.49
230-14-091-5217	Departmental Supplies	447.33
14	Recreation	43,277.94

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Report of D-Card Transactions

Account Date	Department Police	Amount
100-15-011-5101	Contract Services	
05/10/2018	DTV*DIRECTV SERVICE	253.97
100-15-011-5101	Contract Services	253.97
100-15-011-5104	Computer Contract Services	
05/10/2018	LOCATEPLUS	104.95
100-15-011-5104	Computer Contract Services	104.95
100-15-011-5109	Background Investigations	
05/10/2018	EXPERIAN EXP PAY CC	77.24
05/10/2018	EXPERIAN EXP PAY CC	79.12
100-15-011-5109	Background Investigations	156.36
100-15-011-5201	Office Supplies	
05/10/2018	AMAZON MKTPLACE PMTS	16.41
100-15-011-5201	Office Supplies	16.41
100-15-011-5202	Memberships & Dues	
05/10/2018	AMAZONPRIME MEMBERSHIP	-14.22
05/10/2018	AMAZONPRIME MEMBERSHIP	14.22
100-15-011-5202	Memberships & Dues	0.00
100-15-011-5205	Training, Conferences & Meetings	
05/10/2018	EB WELLNESS ON THE FR	1,410.00
05/10/2018	NOAH'S-ONLINE CATERING	106.37
05/10/2018	SQ *CALIFORNIA PUBL	75.00
100-15-011-5205	Training, Conferences & Meetings	1,591.37
100-15-011-5206	Uniforms/Safety Equipment	
05/10/2018	EMBROIDME BEACH CITIES	347.12
05/10/2018	LA UNIFORMS AND TAILORIN	684.04
100-15-011-5206	Uniforms/Safety Equipment	1,031.16
100-15-011-5207	Advertising	
05/10/2018	CUMULUS-LOS ANGELES	4,000.00
100-15-011-5207	Advertising	4,000.00
100-15-011-5217	Departmental Supplies	
05/10/2018	AT&T S849 5708	61.32

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Report of D-Card Transactions

Account Date	Department Police	Amount
05/10/2018	DOOLEY ENTERPRISES INC	4,987.93
05/10/2018	RALPHS #0166	6.99
05/10/2018	SUBWAY 00005793	91.98
100-15-011-5217	Departmental Supplies	<u>5,148.22</u>
100-15-011-5219	STC Training	
05/10/2018	PAYPAL *EMBASSYCONS	99.00
100-15-011-5219	STC Training	<u>99.00</u>
100-15-011-5220	POST Training	
05/10/2018	DELTA AIR 0062322253245	255.40
100-15-011-5220	POST Training	<u>255.40</u>
100-15-021-5101	Contract Services	
05/10/2018	ANGELES SHOOTING RANGES	17.00
100-15-021-5101	Contract Services	<u>17.00</u>
100-15-021-5202	Memberships & Dues	
05/10/2018	PAYPAL *NTOA	150.00
100-15-021-5202	Memberships & Dues	<u>150.00</u>
100-15-021-5205	Training, Conferences & Meetings	
05/10/2018	CACITA	250.00
05/10/2018	INSTRUQ	40.00
05/10/2018	RESIDENCE INNS CAMARIL	135.60
100-15-021-5205	Training, Conferences & Meetings	<u>425.60</u>
100-15-021-5206	Uniforms/Safety Equipment	
05/10/2018	LA UNIFORMS AND TAILORIN	361.13
05/10/2018	LA UNIFORMS AND TAILORIN	59.64
05/10/2018	LA UNIFORMS AND TAILORIN	612.87
100-15-021-5206	Uniforms/Safety Equipment	<u>1,033.64</u>
100-15-021-5225	Printing	
05/10/2018	FEDEXOFFICE 00010165	284.12
05/10/2018	FEDEXOFFICE 00010165	60.74
100-15-021-5225	Printing	<u>344.86</u>
100-15-031-5205	Training, Conferences & Meetings	
05/10/2018	IAFCI	80.00

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Report of D-Card Transactions

Account Date	Department Police	Amount
100-15-031-5205	Training, Conferences & Meetings	<u>80.00</u>
100-15-041-5101	Contract Services	
05/10/2018	PODS #49	201.48
100-15-041-5101	Contract Services	<u>201.48</u>
100-15-041-5217	Departmental Supplies	
05/10/2018	AMAZON MKTPLACE PMTS	101.02
05/10/2018	COSTCO WHSE #0671	51.23
05/10/2018	INNERFACE ARCHITECTURAL S	125.11
05/10/2018	RIMAGE CORP	458.40
05/10/2018	TFS*FISHER SCIATL	490.91
100-15-041-5217	Departmental Supplies	<u>1,226.67</u>
100-15-051-5205	Training, Conferences & Meetings	
05/10/2018	PORAC	150.00
100-15-051-5205	Training, Conferences & Meetings	<u>150.00</u>
100-15-061-5206	Uniforms/Safety Equipment	
05/10/2018	LA UNIFORMS AND TAILORIN	17.52
05/10/2018	LA UNIFORMS AND TAILORIN	328.28
100-15-061-5206	Uniforms/Safety Equipment	<u>345.80</u>
100-15-061-5217	Departmental Supplies	
05/10/2018	COSTCO WHSE #0671	125.10
100-15-061-5217	Departmental Supplies	<u>125.10</u>
100-15-071-5101	Contract Services	
05/10/2018	MISSION LINEN	439.26
100-15-071-5101	Contract Services	<u>439.26</u>
100-15-071-5206	Uniforms/Safety Equipment	
05/10/2018	LA UNIFORMS AND TAILORIN	153.24
05/10/2018	LA UNIFORMS AND TAILORIN	153.24
05/10/2018	LA UNIFORMS AND TAILORIN	153.24
05/10/2018	LA UNIFORMS AND TAILORIN	153.24
05/10/2018	LA UNIFORMS AND TAILORIN	153.24
100-15-071-5206	Uniforms/Safety Equipment	<u>766.20</u>
100-15-071-5217	Departmental Supplies	

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Report of D-Card Transactions

Account Date	Department Police	Amount
05/10/2018	SMARTNFINAL92111209210	73.42
100-15-071-5217	Departmental Supplies	<u>73.42</u>
100-15-081-5205	Training, Conferences & Meetings	
05/10/2018	HYATT REGENCY O'HARE	-181.26
100-15-081-5205	Training, Conferences & Meetings	<u>-181.26</u>
100-15-081-5206	Uniforms/Safety Equipment	
05/10/2018	LA UNIFORMS AND TAILORIN	191.51
100-15-081-5206	Uniforms/Safety Equipment	<u>191.51</u>
100-15-091-5101	Contract Services	
05/10/2018	ANDREW M STREIBER DVM INC	216.00
100-15-091-5101	Contract Services	<u>216.00</u>
15	Police	<u><u>18,262.12</u></u>

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Report of D-Card Transactions

Account Date	Department Fire	Amount
100-16-021-5205	Training, Conferences & Meetings	
05/10/2018	PAYPAL *REDHELMETTR	420.00
100-16-021-5205	Training, Conferences & Meetings	<u>420.00</u>
100-16-031-5205	Training, Conferences & Meetings	
05/10/2018	CA OES SVC (CSTI)	425.00
05/10/2018	CROWNE PLAZA	731.20
05/10/2018	CROWNE PLAZA	731.20
05/10/2018	DELTA AIR BAGGAGE FEE	25.00
05/10/2018	DELTA AIR BAGGAGE FEE	25.00
05/10/2018	ELITE COMMAND TRAINING	325.00
05/10/2018	LYFT *RIDE FRI 4PM	23.94
100-16-031-5205	Training, Conferences & Meetings	<u>2,286.34</u>
100-16-031-5217	Departmental Supplies	
05/10/2018	COMPLETES PLUS CPL	167.29
100-16-031-5217	Departmental Supplies	<u>167.29</u>
100-16-031-5221	Automotive Repair Services	
05/10/2018	SOUTH COAST EMERGENCY V	3,106.58
100-16-031-5221	Automotive Repair Services	<u>3,106.58</u>
100-16-041-5217	Departmental Supplies	
05/10/2018	AIR SOURCE INDUSTRIES	188.85
05/10/2018	BOUND TREE MEDICAL LLC	-10.92
100-16-041-5217	Departmental Supplies	<u>177.93</u>
100-16-052-5202	Memberships & Dues	
05/10/2018	EARTHQUAKE ENGINEERING R	295.00
100-16-052-5202	Memberships & Dues	<u>295.00</u>
100-16-055-5217	Departmental Supplies	
05/10/2018	ATLANTIC RADIO TELEPHONE	3,140.00
100-16-055-5217	Departmental Supplies	<u>3,140.00</u>
16	Fire	<u><u>9,593.14</u></u>

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Report of D-Card Transactions

Account Date	Department Community Development	Amount
100-17-413-5217	Departmental Supplies	
05/10/2018	MENDOCINO FARMS 11	516.80
100-17-413-5217	Departmental Supplies	<hr/> 516.80
17	Community Development	<hr/> <hr/> 516.80

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Report of D-Card Transactions

Account Date	Department	Amount
100-21557	SB 1186 Disability Access & Education	
05/10/2018	BUILDER'S BOOK, INC.	45.27
100-21557	SB 1186 Disability Access & Education	<hr/> 45.27
21557		<hr/> <hr/> 45.27

To enable prompt payment, these DCard expenditures were paid to US Bancorp on Warrant Register wr 24a, dated 5/17/2018; Check number 533185.

Report of D-Card Transactions

Account Date	Department	Amount
100-21727	Pumpkin Race	
05/10/2018	GLASER AND ASSOCIATES I	601.73
05/10/2018	NON-FERROUS FASTENER INC	339.84
100-21727	Pumpkin Race	<hr/> 941.57
21727		<hr/> <hr/> 941.57

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Report of D-Card Transactions

Account Date	Department	Amount
100-21728	Mayor's Youth Council Trust	
05/10/2018	99 CENTS ONLY STORES #310	4.38
05/10/2018	BECKERS BAKERY	15.00
05/10/2018	BECKERS BAKERY	90.00
05/10/2018	COSTCO WHSE #0671	38.96
05/10/2018	FRESH BROTHERS MANHATTA	319.44
100-21728	Mayor's Youth Council Trust	<u>467.78</u>
21728		<u>467.78</u>
	Report Totals	<u><u>73,473.71</u></u>

To enable prompt payment, these DCard expenditures were paid to US Bancorp on Warrant Register wr 24a, dated 5/17/2018; Check number 533185.



City of Manhattan Beach

Investment Portfolio

May 2018

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.

Steve S. Charelian, Interim Director of Finance

**CITY OF MANHATTAN BEACH
Portfolio Management
Portfolio Summary
May 1, 2018 through May 31, 2018**

Investments	Par Value	Market Value	Book Value	% of Portfolio	Term	Days to Maturity	YTM 360 Equiv.	YTM 365 Equiv.
LAIF	31,700,000.00	31,700,000.00	31,700,000.00	27.10	1	1	1.731	1.755
Medium Term Notes	19,500,000.00	19,276,775.00	19,497,227.04	16.67	1,272	733	1.961	1.988
Federal Agency Issues - Coupon	62,000,000.00	60,896,490.00	61,839,407.96	52.86	1,517	887	1.829	1.855
Treasury Securities - Coupon	4,000,000.00	3,947,190.00	3,943,984.38	3.37	1,070	1,012	2.480	2.515
Investments	117,200,000.00	115,820,455.00	116,980,619.38	100.00%	1,050	625	1.847	1.872
Cash								
Passbook/Checking (not included in yield calculations)	3,942,554.23	3,942,554.23	3,942,554.23		1	1	0.000	0.000
Total Cash and Investments	121,142,554.23	119,763,009.23	120,923,173.61		1,050	625	1.847	1.872
Total Earnings								
	May 31	Month Ending	Fiscal Year To Date					
Current Year		175,961.85	1,542,676.39					



Steve S. Charelian, Interim Finance Director

CITY OF MANHATTAN BEACH
Portfolio Management
Portfolio Details - Investments
May 31, 2018

City Council Meeting
 July 3, 2018

CUSIP	Investment #	Issuer	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	S&P	YTM 365	Days to Maturity	Maturity Date
LAIF											
SYS3000	3000	Local Agency Invest. Fund	07/01/2000	31,700,000.00	31,700,000.00	31,700,000.00	1.755		1.755	1	
Subtotal and Average				31,700,000.00	31,700,000.00	31,700,000.00			1.755	1	
Money Market Fund											
SYSGMRA39907	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											
037833DC1	MTN0096	APPLE INC	04/23/2018	1,000,000.00	965,220.00	960,861.00	2.100	AA+	3.060	1,564	09/12/2022
037833AK6	MTN0098	APPLE INC	05/22/2018	1,000,000.00	967,590.00	960,104.00	2.400	AA+	3.298	1,797	05/03/2023
110122BA5	MTN0089	Bristol-Myers	03/15/2017	1,000,000.00	992,310.00	999,040.00	1.600	A+	1.650	271	02/27/2019
084670BC1	MTN0094	BERKSHIRE HATHWY	11/03/2017	1,000,000.00	1,025,290.00	1,058,974.12	3.750	AA	2.148	1,171	08/15/2021
22160KAF2	MTN0080	COSTCO COMPANIES	12/30/2015	1,000,000.00	987,670.00	993,880.00	1.700	A+	1.861	562	12/15/2019
36962G4D3	MTN0083	Gen elec Cap Corp	06/01/2016	1,000,000.00	1,038,170.00	1,073,036.32	6.000	AA+	1.720	432	08/07/2019
478160CH5	MTN0095	Johnson & Johnson	01/25/2018	2,000,000.00	1,967,620.00	1,988,118.00	1.950	AAA	2.167	893	11/10/2020
48125LRG9	MTN0091	JP MORGAN CHASE	05/24/2017	1,000,000.00	987,540.00	997,260.00	1.650	A+	1.770	479	09/23/2019
191216BY5	MTN0085	COCA-COLA CO	10/18/2016	1,000,000.00	960,290.00	997,190.00	1.550	AA-	1.610	1,188	09/01/2021
594918AC8	MTN0075	MICROSOFT CORP.	05/19/2015	1,000,000.00	1,017,200.00	1,036,758.92	4.200	AAA	1.783	365	06/01/2019
594918BN3	MTN0084	MICROSOFT CORP.	09/02/2016	1,000,000.00	984,660.00	999,710.00	1.100	AAA	1.110	433	08/08/2019
63254AAQ13	MTN0087	NATL AUSTRALIA BANK	12/28/2016	1,000,000.00	985,440.00	989,370.68	1.375	AA-	1.992	406	07/12/2019
717081DG5	MTN0073	Pfizer Inc	12/27/2013	1,000,000.00	999,840.00	990,150.00	1.500	AA	1.730	14	06/15/2018
717081DX8	MTN0097	Pfizer Inc	04/23/2018	1,000,000.00	974,170.00	975,414.00	1.950	AA	2.709	1,098	06/03/2021
742718EN5	MTN0090	Procter & Gamble	03/15/2017	1,000,000.00	977,660.00	990,350.00	1.850	AA-	2.110	977	02/02/2021
904764AT4	MTN0086	UNILEVER CAPITAL	10/18/2016	500,000.00	475,505.00	495,980.00	1.375	A+	1.550	1,153	07/28/2021
91324PCB6	MTN0088	United Healthcare Group Inc	12/28/2016	1,000,000.00	992,760.00	995,990.00	1.625	A+	1.810	287	03/15/2019
90331HMY6	MTN0081	US BANK NA OHIO	06/01/2016	1,000,000.00	989,810.00	999,710.00	1.400	AA-	1.410	329	04/26/2019
30231GAG7	MTN0077	EXXON MOBIL CORPORATION	08/21/2015	1,000,000.00	988,030.00	995,330.00	1.912	AAA	2.020	644	03/06/2020
Subtotal and Average				19,500,000.00	19,276,775.00	19,497,227.04			1.988	733	
Federal Agency Issues - Coupon											
3133EDLR1	FAC0222	FED FARM CR BK	05/29/2014	2,000,000.00	1,988,520.00	2,003,032.08	1.650	AA+	1.542	348	05/15/2019
3133EEW55	FAC0236	FED FARM CR BK	06/19/2015	2,000,000.00	1,970,040.00	2,001,898.00	1.800	AA+	1.780	745	06/15/2020
3133EGYB5	FAC0253	FED FARM CR BK	10/14/2016	2,000,000.00	1,909,100.00	1,999,000.00	1.540	AA+	1.550	1,229	10/12/2021
3133EGW92	FAC0255	FED FARM CR BK	12/28/2016	1,000,000.00	986,650.00	997,682.00	1.500	AA+	1.580	566	12/19/2019
3133EGP9	FAC0257	FED FARM CR BK	12/29/2016	1,000,000.00	982,920.00	1,000,000.00	2.320	AA+	2.320	1,307	12/29/2021
3133EHCT8	FAC0259	FED FARM CR BK	05/22/2017	1,000,000.00	981,430.00	1,011,006.26	2.150	AA+	1.894	1,383	03/15/2022
3133EJDE6	FAC0271	FED FARM CR BK	02/16/2018	2,000,000.00	1,983,920.00	1,988,840.00	2.570	AA+	2.708	1,721	02/16/2023
31330A0CU2	FAC0217	Federal Home Loan Bank	11/21/2013	1,000,000.00	997,320.00	1,000,000.00	1.550	AA	1.550	173	11/21/2018

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CITY OF MANHATTAN BEACH
Portfolio Management
Portfolio Details - Investments
May 31, 2018

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											
313376BR5	FAC0218	Federal Home Loan Bank	12/27/2013	1,000,000.00	997,880.00	998,570.00	1.750	AA+	1.780	196	12/14/2018
3130A6AE7	FAC0240	Federal Home Loan Bank	10/26/2015	1,000,000.00	996,620.00	1,005,240.00	1.125	AA+	0.940	105	09/14/2018
3130A8BQ5	FAC0248	Federal Home Loan Bank	06/15/2016	2,000,000.00	1,946,720.00	2,000,000.00	1.690	AA+	1.690	1,018	03/15/2021
3130A8NT6	FAC0251	Federal Home Loan Bank	07/13/2016	2,000,000.00	1,928,800.00	2,000,000.00	1.480	AA+	1.480	1,138	07/13/2021
3130AC3B8	FAC0264	Federal Home Loan Bank	08/16/2017	1,000,000.00	970,860.00	1,000,000.00	2.000	AA+	2.000	1,356	02/16/2022
3130AC2H6	FAC0265	Federal Home Loan Bank	08/30/2017	2,000,000.00	1,932,860.00	2,000,000.00	2.160	AA+	2.160	1,545	08/24/2022
3130A3KM5	FAC0268	Federal Home Loan Bank	01/10/2018	2,000,000.00	1,981,840.00	2,014,752.00	2.500	AA+	2.357	1,652	12/09/2022
3130ADF98	FAC0270	Federal Home Loan Bank	01/30/2018	2,000,000.00	1,983,440.00	2,000,000.00	2.170	AA+	2.170	790	07/30/2020
3130ACE26	FAC0273	Federal Home Loan Bank	05/21/2018	2,000,000.00	1,949,420.00	1,943,524.00	1.375	AA+	2.564	850	09/28/2020
3137EADK2	FAC0224	Federal Home Loan Mortgage	08/01/2014	2,000,000.00	1,975,500.00	1,983,980.28	1.250	AA+	1.788	426	08/01/2019
3134G3P53	FAC0245	Federal Home Loan Mortgage	03/17/2016	1,000,000.00	994,760.00	1,010,875.96	2.000	AA+	1.364	495	10/09/2019
3134G9E52	FAC0250	Federal Home Loan Mortgage	07/05/2016	1,000,000.00	963,350.00	1,000,000.00	1.330	AA+	1.330	943	12/30/2020
3134G9M79	FAC0258	Federal Home Loan Mortgage	03/13/2017	2,000,000.00	1,955,240.00	1,986,723.05	1.875	AA+	2.076	1,151	07/26/2021
3134G3K58	FAC0260	Federal Home Loan Mortgage	05/22/2017	1,000,000.00	983,190.00	999,850.00	1.500	AA+	1.505	657	03/19/2020
3134GBSB9	FAC0263	Federal Home Loan Mortgage	08/11/2017	2,000,000.00	1,973,000.00	2,000,000.00	1.500	AA+	1.500	476	09/20/2019
3134GBX64	FAC0266	Federal Home Loan Mortgage	11/22/2017	2,000,000.00	1,944,620.00	2,000,000.00	2.350	AA+	2.350	1,635	11/22/2022
3137EAEC9	FAC0269	Federal Home Loan Mortgage	01/25/2018	2,000,000.00	1,910,000.00	1,922,368.00	1.125	AA+	2.154	1,168	08/12/2021
3134GSFK6	FAC0272	Federal Home Loan Mortgage	03/15/2018	2,000,000.00	1,998,700.00	2,000,000.00	3.000	AA+	3.000	1,748	03/15/2023
3135G0ZA4	FAC0221	Fannie Mae	05/29/2014	1,000,000.00	997,650.00	1,004,648.16	1.875	AA+	1.478	263	02/19/2019
3135G0ZY2	FAC0231	Fannie Mae	02/20/2015	2,000,000.00	1,982,720.00	2,004,373.45	1.750	AA+	1.642	543	11/26/2019
3135G0YM9	FAC0232	Fannie Mae	02/20/2015	2,000,000.00	1,999,040.00	2,008,729.53	1.875	AA+	1.318	109	09/18/2018
3135G0ZA4	FAC0235	Fannie Mae	06/19/2015	2,000,000.00	1,995,300.00	2,012,263.80	1.875	AA+	1.370	263	02/19/2019
3136G0X55	FAC0246	Fannie Mae	03/17/2016	1,000,000.00	976,490.00	995,550.00	1.500	AA+	1.600	882	10/30/2020
3136G36C4	FAC0252	Fannie Mae	09/29/2016	2,000,000.00	1,918,540.00	2,000,000.00	1.600	AA+	1.600	1,216	09/29/2021
3136G4EK5	FAC0254	Fannie Mae	10/28/2016	2,000,000.00	1,946,760.00	1,996,000.00	1.200	AA+	1.255	788	07/28/2020
3135G0J20	FAC0256	Fannie Mae	12/28/2016	1,000,000.00	969,710.00	982,647.56	1.375	AA+	1.917	1,001	02/26/2021
3135G0T45	FAC0261	Fannie Mae	05/22/2017	1,000,000.00	971,040.00	1,001,150.00	1.875	AA+	1.850	1,404	04/05/2022
3135G0T60	FAC0267	Fannie Mae	01/10/2018	2,000,000.00	1,959,020.00	1,972,740.00	1.500	AA+	1.978	790	07/30/2020
880591EQ1	FAC0220	Tennessee Valley Authority	05/29/2014	2,000,000.00	1,998,020.00	2,005,663.83	1.750	AA+	1.395	136	10/15/2018
880591EVO	FAC0274	Tennessee Valley Authority	05/21/2018	2,000,000.00	1,995,500.00	1,988,300.00	2.250		2.568	653	03/15/2020
Subtotal and Average				62,000,000.00	60,896,490.00	61,839,407.96			1.855	887	

Treasury Securities - Coupon											
912828D72	UST0023	US TREASURY	02/16/2018	1,000,000.00	982,070.00	983,906.25	2.000		2.439	1,187	08/31/2021
912828F21	UST0024	US TREASURY	02/16/2018	1,000,000.00	985,350.00	987,187.50	2.125		2.478	1,217	09/30/2021
912828NT3	UST0025	US TREASURY	05/21/2018	1,000,000.00	1,003,790.00	1,000,312.50	2.625		2.610	806	08/15/2020
912828ZV1	UST0026	US TREASURY	05/21/2018	1,000,000.00	975,980.00	972,578.13	1.375		2.529	837	09/15/2020
Subtotal and Average				4,000,000.00	3,947,190.00	3,943,984.38			2.515	1,012	

**CITY OF MANHATTAN BEACH
Portfolio Management
Portfolio Details - Investments
May 31, 2018**

City Council Meeting
July 3, 2018

CUSIP	Investment #	Issuer	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	S&P	YTM 365	Days to Maturity
Total and Average				117,200,000.00	115,820,455.00	116,980,619.38			1.872	625

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**CITY OF MANHATTAN BEACH
Portfolio Management
Portfolio Details - Cash
May 31, 2018**

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	3,942,554.23	3,942,554.23	3,942,554.23			0.000	1
Subtotal and Average										1
Total Cash and Investments				121,142,554.23	119,763,009.23	120,923,173.61			1.872	625

City of Manhattan Beach
Investment Portfolio Summary
As of May 31, 2018

PORTFOLIO PROFILE	May 31, 2018	Apr 30, 2018	Mar 31, 2018	Feb 28, 2018	Jan 31, 2018
Total Book Value (Excluding Trust Funds)	\$116,980,619	\$110,113,741	\$106,441,321	\$104,686,321	\$107,179,627
Increase/(Decrease) from Prior Period	6,866,879	3,672,420	1,755,000	(2,493,306)	5,397,978
Percentage Change	6.2%	3.5%	1.7%	(2.3%)	5.3%
Average Yield to Maturity (365 Days)	1.872%	1.792%	1.736%	1.683%	1.615%
Increase/(Decrease) from Prior Period	0.081%	0.055%	0.053%	0.068%	0.104%

PORTFOLIO ALLOCATIONS

By Security	Value (Par)	Percent	Par YTM	Time Horizon	Percent
LAIF*	\$31,700,000	27.05%	1.755%	Next 12 months	41%
Medium Term Notes	19,500,000	16.6%	1.989%	Months 13-24	15%
Federal Agencies	62,000,000	52.9%	1.855%	Months 25-36	17%
U.S. Treasuries	4,000,000	3.4%	2.515%	Months 37-48	17%
Total	\$117,200,000	100.0%	1.873%	Months 49-60	10%
				Total	100.0%

*LAIF YTM as of May 31, 2018

RECENT ACTIVITY

Security	Date of Activity	Maturity Date	Purchase (Par)	Maturing/Call	YTM
T - 2.625% Coupon	5/21/2018	8/15/2020	1,000,000		2.610%
T - 1.375% Coupon	5/21/2018	9/15/2020	1,000,000		2.529%
FHLB - 1.375% Coupon	5/21/2018	9/28/2020	2,000,000		2.564%
TVA - 2.25% Coupon	5/21/2018	3/15/2020	2,000,000		2.568%
MTN - 2.4% Coupon	5/22/2018	5/3/2023	1,000,000		3.298%
Total Purchases			\$7,000,000		2.672%
Matured: CD - 0.95% Coupon	4/4/2018	4/4/2018		245,000	0.950%
Matured: TVA - 4.5% Coupon	4/1/2018	4/1/2018		1,000,000	0.977%
Matured: TVA - 4.5% Coupon	4/1/2018	4/1/2018		1,000,000	2.572%
Matured: MTN - 1.2% Coupon	4/6/2018	4/6/2018		1,000,000	1.120%
Matured: MTN - 1% Coupon	5/3/2018	5/3/2018		1,000,000	1.221%
Total Maturing/Calls				\$4,245,000	1.442%

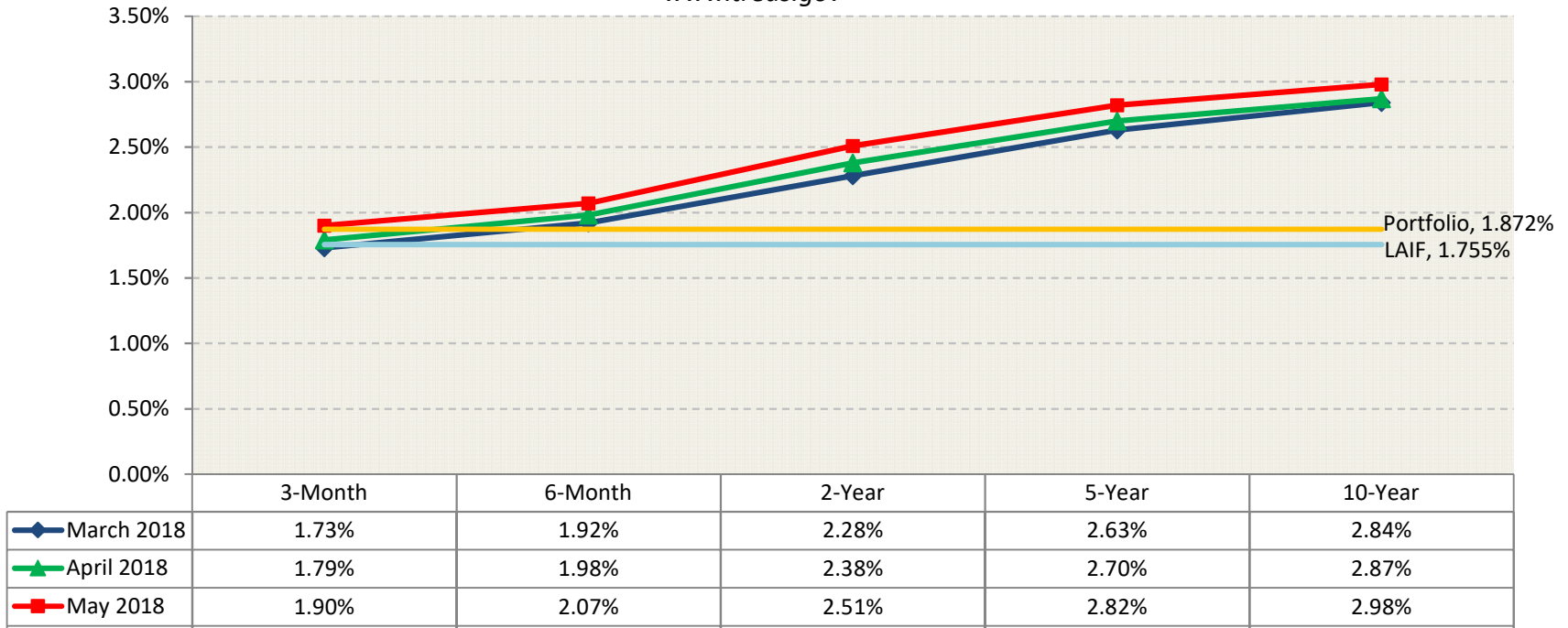
City of Manhattan Beach
Investment Portfolio Summary
As of May 31, 2018

FUNDS HELD IN TRUST	Value
Police/Fire Refunding Bonds	\$262
Marine Avenue Refunding Bonds	44
Metlox & Water/Wastewater Refunding Bonds	97
UUAD Assessment Refunding Bonds	549,906
PARS Investment Trust	756,197
Total Funds Held in Trust	\$1,306,506

As of May 31, 2018

US Treasuries Yield Curve

www.treas.gov



Monthly yields are interpolated by the Treasury from the daily yield curve.

CITY OF MANHATTAN BEACH
Portfolio Maturity Structure
June 2018 through May 2023

HELD TO MATURITY
Rolling 60 Months

Mth	Mat.	YTM	Inv	Call	Amt	Mth	Mat.	YTM	Inv	Call	Amt	Mth	Mat.	YTM	Inv	Call	Amt	Mth	Mat.	YTM	Inv	Call	Amt						
Jun 18	6/15/18	1.7%	MTN	MW: 10	\$1.0M	Jun 19	6/1/19	1.78%	MTN	nc	\$1.0M	Jun 20	6/15/20	1.78%	FFCB	nc	\$2.0M	Jun 21	6/3/21	2.71%	MTN	MW: 10	\$1.0M	Jun 22					
Jul 18						Jul 19	7/12/19	1.99%	MTN	nc	\$1.0M	Jul 20	7/28/20	1.25%	FNMA	7/28/17	\$2.0M	Jul 21	7/13/21	1.48%	FHLB	1/13/17	\$2.0M	Jul 22					
													7/30/20	1.98%	FNMA	nc	\$2.0M		7/26/21	2.08%	FHLMC	nc	\$2.0M						
													7/30/20	2.17%	FHLB	nc	\$2.0M		7/28/21	1.55%	MTN	nc	\$0.5M						
Aug 18						Aug 19	8/1/19	1.79%	FHLMC	nc	\$2.0M	Aug 20	8/15/20	2.61%	T	nc	\$1.0M	Aug 21	8/15/21	2.15%	MTN	nc	\$1.0M	Aug 22	8/24/22	2.16%	FHLB	11/24/17	\$2.0M
							8/7/19	1.72%	MTN	nc	\$1.0M								8/12/21	2.15%	FHLMC	nc	\$2.0M						
							8/8/19	1.11%	MTN	nc	\$1.0M								8/31/21	2.44%	T	nc	\$1.0M						
Sep 18	9/14/18	0.9%	FHLB	nc	\$1.0M	Sep 19	9/20/19	1.50%	FHLMC	9/20/17	\$2.0M	Sep 20	9/15/20	2.53%	T	nc	\$1.0M	Sep 21	9/1/21	1.61%	MTN	nc	\$1.0M	Sep 22	9/12/22	3.06%	MTN	MW: 7.5	\$1.0M
	9/18/18	1.3%	FNMA	nc	\$2.0M		9/23/19	1.77%	MTN	8/23/19	\$1.0M		9/28/20	2.56%	FHLB	nc	\$2.0M		9/29/21	1.60%	FNMA	3/29/17	\$2.0M						
													9/30/21	2.48%	T	nc	\$1.0M												
Oct 18	10/15/18	1.4%	TVA	nc	\$2.0M	Oct 19	10/9/19	1.36%	FHLMC	nc	\$1.0M	Oct 20	10/30/20	1.60%	FNMA	nc	\$1.0M	Oct 21	10/12/21	1.55%	FFCB	10/12/17	\$2.0M	Oct 22					
Nov 18	11/21/18	1.6%	FHLB	nc	\$1.0M	Nov 19	11/26/19	1.64%	FNMA	nc	\$2.0M	Nov 20	11/10/20	2.17%	MTN	nc	\$2.0M	Nov 21						Nov 22	11/22/22	2.35%	FHLMC	5/22/18	\$2.0M
Dec 18	12/14/18	1.8%	FHLB	nc	\$1.0M	Dec 19	12/15/19	1.86%	MTN	nc	\$1.0M	Dec 20	12/30/20	1.33%	FHLMC	12/30/16	\$1.0M	Dec 21	12/29/21	2.32%	FFCB	12/29/17	\$1.0M	Dec 22	12/9/22	2.36%	FHLB	nc	\$2.0M
							12/19/19	1.58%	FFCB	nc	\$1.0M																		
Jan 19						Jan 20						Jan 21						Jan 22						Jan 23					
Feb 19	2/19/19	1.5%	FNMA	nc	\$1.0M	Feb 20						Feb 21	2/2/21	2.11%	MTN	MW: 10	\$1.0M	Feb 22	2/16/22	2.00%	FHLB	2/16/18	\$1.0M	Feb 23	2/16/23	2.71%	FFCB	nc	\$2.0M
	2/19/19	1.4%	FNMA	nc	\$2.0M								2/26/21	1.92%	FNMA	nc	\$1.0M												
	2/27/19	1.7%	MTN	MW:10	\$1.0M																								
Mar 19	3/15/19	1.8%	MTN	MW: 10	\$1.0M	Mar 20	3/6/20	2.02%	MTN	MW: 5	\$1.0M	Mar 21	3/15/21	1.69%	FHLB	3/15/17	\$2.0M	Mar 22	3/15/22	1.89%	FFCB	nc	\$1.0M	Mar 23	3/15/23	3.00%	FHLMC	3/15/19	\$2.0M
							3/19/20	1.51%	FHLMC	nc	\$1.0M																		
							3/15/20	2.57%	TVA	nc	\$2.0M																		
Apr 19	4/26/19	1.4%	MTN	3/26/19	\$1.0M	Apr 20						Apr 21						Apr 22	4/5/22	1.85%	FNMA	nc	\$1.0M	Apr 23					
May 19	5/15/19	1.5%	FFCB	nc	\$2.0M	May 20						May 21						May 22						May 23	5/3/23	3.30%	MTN	MW: 15	\$1.0M
Total By Year (excl LAIF)					\$16.00m						\$18.00m						\$20.00m						\$19.50m						\$12.00m
% of Total Securities (excl LAIF)					19%						21%						23%						23%						14%
% of Total Investments (incl LAIF)					41%						15%						17%						17%						10%

Total Securities	73%	\$85.5M
LAIF	27%	\$31.7M
Total Investments	100%	\$117.2M

Shaded rows indicate months with significant cash inflows.

City of Manhattan Beach Investment Policy Compliance Chart

As of May 31, 2018

Instrument		% of Total	Dollar Compliance		Percentage Compliance		Term Compliance	
			Limit	Compliant?	Limit	Compliant?	Limit	Compliant?
Local Agency Investment Fund (LAIF)	\$31,700,000	27.0%	\$50,000,000	Yes	Temporary Suspension			
U.S. Treasuries								
US Treasury	1,000,000	0.9%					5 Years	Yes
US Treasury	1,000,000	0.9%					5 Years	Yes
US Treasury	1,000,000	0.9%					5 Years	Yes
US Treasury	1,000,000	0.9%					5 Years	Yes
Total Certificates of Deposit (6)		\$4,000,000	3.4%					
Medium Term (Corporate) Notes								
Costco	1,000,000	0.9%			5.0%	Yes	5 Years	Yes
<i>Total Consumer Staples Sector</i>		<i>\$1,000,000</i>	<i>0.9%</i>		<i>10.0%</i>	<i>Yes</i>		
Coca-Cola	1,000,000	0.9%			5.0%	Yes	5 Years	Yes
Unilever Capital	500,000	0.4%			5.0%	Yes	5 Years	Yes
Proctor & Gamble	1,000,000	0.9%			5.0%	Yes	5 Years	Yes
<i>Total Consumer Goods Sector</i>		<i>\$2,500,000</i>	<i>2.1%</i>		<i>10.0%</i>	<i>Yes</i>		
US Bank NA Ohio	1,000,000	0.9%			5.0%	Yes	5 Years	Yes
Natl Australia Bank/NY	1,000,000	0.9%			5.0%	Yes	5 Years	Yes
JP Morgan Chase	1,000,000	0.9%			5.0%	Yes	5 Years	Yes
Berkshire Hathaway	1,000,000	0.9%			5.0%	Yes	5 Years	Yes
<i>Total Financial Sector</i>		<i>\$4,000,000</i>	<i>3.4%</i>		<i>10.0%</i>	<i>Yes</i>		
Exxon Mobil	1,000,000	0.9%			5.0%	Yes	5 Years	Yes
<i>Total Energy Sector</i>		<i>\$1,000,000</i>	<i>0.9%</i>		<i>10.0%</i>	<i>Yes</i>		
United Health Group Inc.	1,000,000	0.9%			5.0%	Yes	5 Years	Yes
Pfizer Inc	2,000,000	1.7%			5.0%	Yes	5 Years	Yes
Bristol-Myers	1,000,000	0.9%			5.0%	Yes	5 Years	Yes
Johnson & Johnson	2,000,000	1.7%			5.0%	Yes	5 Years	Yes
<i>Total Healthcare Sector</i>		<i>\$6,000,000</i>	<i>5.1%</i>		<i>10.0%</i>	<i>Yes</i>		
GE Company	1,000,000	0.9%			5.0%	Yes	5 Years	Yes
<i>Total Industrials Sector</i>		<i>\$1,000,000</i>	<i>0.9%</i>		<i>10.0%</i>	<i>Yes</i>		
Microsoft	2,000,000	1.7%			5.0%	Yes	5 Years	Yes
Apple Inc	2,000,000	1.7%			5.0%	Yes	5 Years	Yes
<i>Total Technology Sector</i>		<i>\$4,000,000</i>	<i>3.4%</i>		<i>10.0%</i>	<i>Yes</i>		
Total Medium Term Notes (16) *		\$19,500,000	16.6%		20.0%	Yes		
Federal Agencies								
Federal Home Loan Bank (FHLB)	\$16,000,000	13.7%			33.3%	Yes	5 Years	Yes
Federal Farm Credit (FFCB)	11,000,000	9.4%			33.3%	Yes	5 Years	Yes
Fannie Mae (FNMA)	16,000,000	13.7%			33.3%	Yes	5 Years	Yes
Freddie Mac (FHLMC)	15,000,000	12.8%			33.3%	Yes	5 Years	Yes
Tennessee Valley Authority (TVA)	4,000,000	3.4%			33.3%	Yes	5 Years	Yes
Total Federal Agencies (13)		\$62,000,000	52.9%		60.0%	Yes		
Total Portfolio	\$117,200,000	96.6%						

CITY OF MANHATTAN BEACH
May 31, 2018

<u>Investments</u>	Book Value
LAIF	\$31,700,000.00
Medium Term Notes	19,497,227.04
Federal Agency Issues-Coupon	61,839,407.96
Treasury Securities	3,943,984.38
Subtotal Investments	<u>\$116,980,619.38</u>
<u>Demand Deposit/Petty Cash</u>	
Cash in Bank	\$3,942,554.23
Petty Cash	2,661.34
Subtotal Demand Deposit	<u>\$3,945,215.57</u>
Subtotal City Cash & Investments	<u>\$120,925,834.95</u>
<u>Bond Funds Held in Trust</u>	
Police Fire Refund Delivery Cost	\$262.03
Marine	43.94
Metlox & Water/Wastewater Refunding	96.69
Utility Assessment Districts	549,905.61
Subtotal Bonds Held in Trust	<u>\$550,308.27</u>
<u>Investment Trust Funds</u>	
PARS Pension Rate Stabilization Trust	756,197.49
Treasurer's Balance	<u><u>\$122,232,340.71</u></u>



**JOHN CHIANG
TREASURER
STATE OF CALIFORNIA**



PMIA Performance Report

Date	Daily Yield*	Quarter to Date Yield	Average Maturity (in days)
05/14/18	1.75	1.69	188
05/15/18	1.75	1.69	188
05/16/18	1.76	1.69	191
05/17/18	1.76	1.69	190
05/18/18	1.76	1.69	188
05/19/18	1.76	1.69	188
05/20/18	1.76	1.70	188
05/21/18	1.77	1.70	189
05/22/18	1.77	1.70	187
05/23/18	1.77	1.70	188
05/24/18	1.78	1.70	190
05/25/18	1.79	1.70	190
05/26/18	1.79	1.71	190
05/27/18	1.79	1.71	190
05/28/18	1.79	1.71	190
05/29/18	1.79	1.71	190
05/30/18	1.80	1.71	191
05/31/18	1.80	1.71	190
06/01/18	1.81	1.71	196
06/02/18	1.81	1.71	196
06/03/18	1.81	1.71	196
06/04/18	1.81	1.72	193
06/05/18	1.81	1.72	193
06/06/18	1.81	1.72	192
06/07/18	1.82	1.72	190
06/08/18	1.82	1.72	190
06/09/18	1.82	1.72	190
06/10/18	1.82	1.72	190
06/11/18	1.83	1.73	188
06/12/18	1.82	1.73	187
06/13/18	1.83	1.73	184

*Daily yield does not reflect capital gains or losses

[View Prior Month Daily Rates](#)

LAIF Performance Report

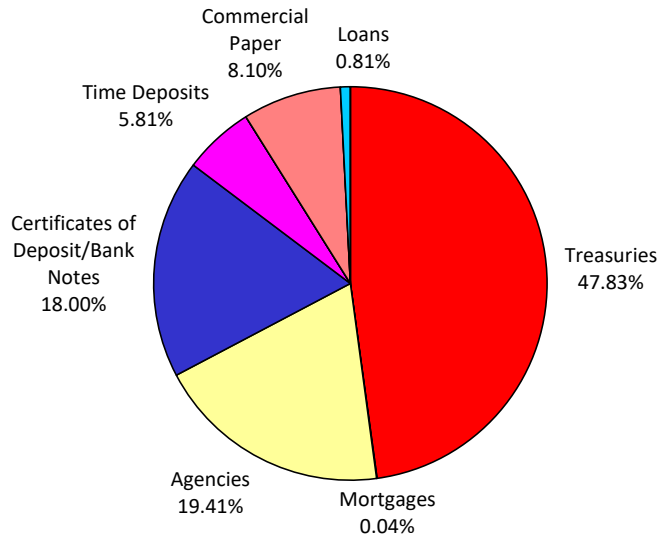
Quarter Ending 03/31/18

Apportionment Rate: 1.51%
 Earnings Ratio: 0.00004135534904993
 Fair Value Factor: 0.997538001
 Daily: 1.59%
 Quarter to Date: 1.43%
 Average Life: 183

PMIA Average Monthly Effective Yields

May 2018 1.75%
 Apr 2018 1.661%
 Mar 2018 1.524%

**Pooled Money Investment Account
Portfolio Composition
05/31/18
\$82.8 billion**



Based on data available as of 6/13/2018

City of Manhattan Beach



Month End Report
May 2018
Fiscal Year 2017-2018

City of Manhattan Beach
Fiscal Year 2017-2018
Period 11 - May

Data Date: 6/18/2018
 Percent Year: 91.7%

General Fund Expenditures By Department

		Annual Budget	Current Month	YTD Expend.	YTD Encumb.	Available Budget	Percent Utilized*
11	Management Services	5,220,591	303,137	3,834,332	11,000	1,375,259	73.66
12	Finance	4,342,906	273,714	2,848,769	54,601	1,439,536	66.85
13	Human Resources	1,277,653	109,077	989,439	9,881	278,334	78.22
14	Parks and Recreation	8,542,568	1,189,411	7,409,698	81,683	1,051,186	87.69
15	Police	26,743,082	2,091,236	24,091,652	63,816	2,587,614	90.32
16	Fire	12,978,930	964,233	11,316,423	31,027	1,631,480	87.43
17	Community Development	5,250,413	444,100	4,295,453	40,112	914,848	82.58
18	Public Works	7,305,480	504,296	5,213,593	114,848	1,977,039	72.94
19	Information Technology	313,619	22,720	297,912	-	15,707	94.99
100	General Fund	71,975,241	5,901,924	60,297,271	406,967	11,271,003	84.34

*Percent Utilized includes YTD encumbrances.

City of Manhattan Beach
Fiscal Year 2017-18 Statement of Revenues & Expenditures
May 31, 2018

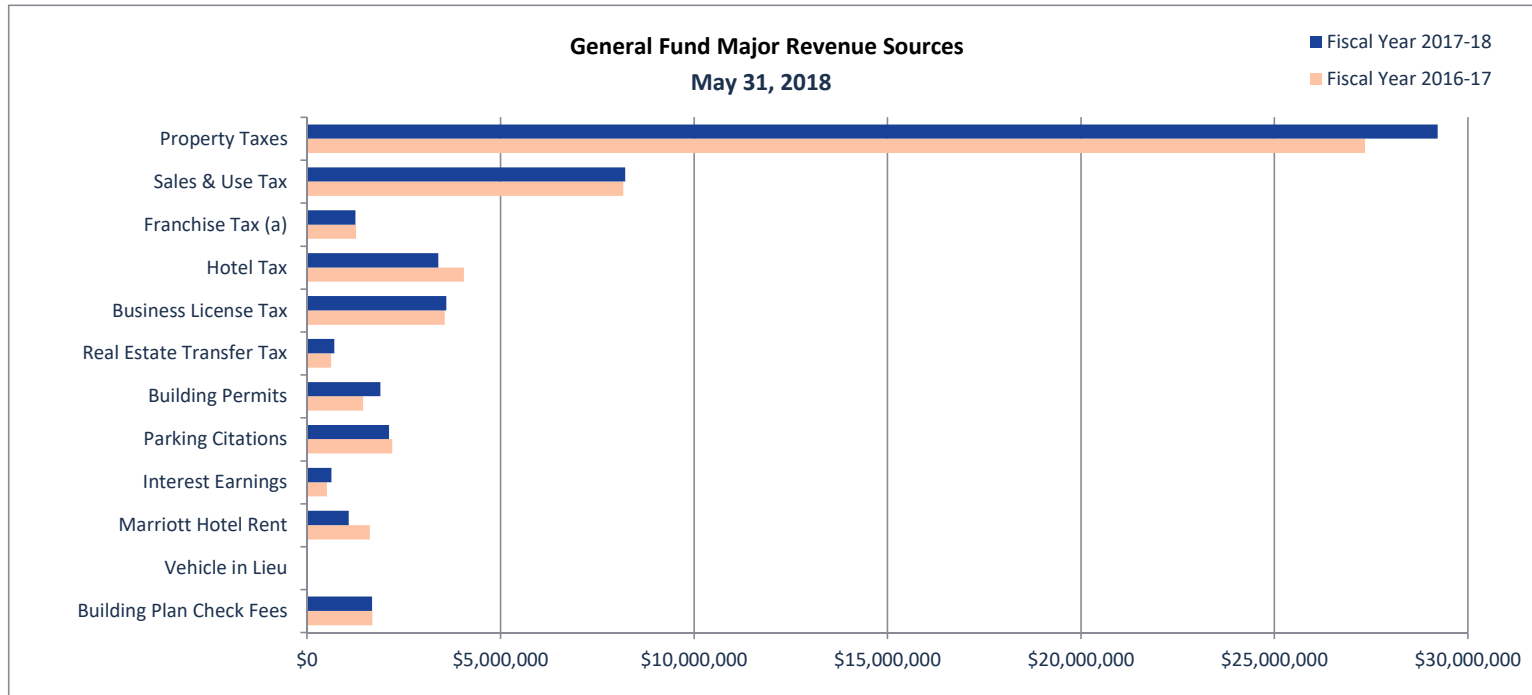
% of Year
91.7%

		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	\$71,213,648	\$68,232,068	95.8%	\$71,975,241	\$60,297,271	83.8%
Street Lighting & Landscaping Fund	201	395,890	369,203	93.3%	623,419	460,353	73.8%
Gas Tax Fund	205	2,939,934	800,072	27.2%	6,593,056	1,576,479	23.9%
Asset Forfeiture	210	708,300	31,903	4.5%	1,109,308	184,206	16.6%
Police Safety Grants	211	101,400	142,596	140.6%	123,382	60,366	48.9%
Federal & State Grants	220	-	-	n/a	-	-	n/a
Prop A Fund	230	679,839	614,232	90.3%	896,041	761,971	85.0%
Prop C Fund	231	18,286,497	551,576	3.0%	21,782,136	695,461	3.2%
AB 2766 Fund	232	50,412	23,967	47.5%	117,268	18,774	16.0%
Measure R	233	420,887	367,273	87.3%	1,744,579	255,710	14.7%
Measure M	234	415,899	289,612	69.6%	242,185	4,179	1.7%
Capital Improvements Fund	401	5,612,032	2,962,143	52.8%	12,816,268	1,052,763	8.2%
Underground Assessment District Construction	403	1,800	4,931	273.9%	-	-	n/a
Water Fund	501	14,931,000	15,081,429	101.0%	22,772,930	9,532,618	41.9%
Storm Drain Fund	502	354,300	362,887	102.4%	2,501,199	833,542	33.3%
Wastewater Fund	503	3,350,500	3,329,901	99.4%	6,718,320	1,328,040	19.8%
Refuse Fund	510	4,293,026	3,951,228	92.0%	4,402,061	3,546,134	80.6%
Parking Fund	520	2,597,000	2,182,545	84.0%	3,282,095	2,232,261	68.0%
County Parking Lots Fund	521	798,500	717,770	89.9%	619,319	193,623	31.3%
State Pier & Parking Lot Fund	522	608,600	815,378	134.0%	1,367,712	860,527	62.9%
Insurance Reserve Fund	601	7,147,960	6,495,903	90.9%	6,514,367	6,976,299	107.1%
Information Systems Reserve Fund	605	2,283,337	2,093,047	91.7%	2,510,568	1,956,560	77.9%
Fleet Management Fund	610	3,433,420	1,813,378	52.8%	4,880,655	1,234,150	25.3%
Building Maintenance & Operation Fund	615	1,883,969	1,366,377	72.5%	1,885,350	1,359,553	72.1%
Special Assessment Debt Service	710	965,000	930,568	96.4%	947,439	925,019	97.6%
City Pension Fund	801	182,000	3,989	2.2%	243,900	211,116	86.6%
PARS Investment Trust	804	-	6,197	n/a	-	-	n/a
		\$143,655,150	\$113,540,172	79.0%	\$176,668,798	\$96,556,973	54.7%

City of Manhattan Beach
Fiscal Year 2018 General Fund Major Revenue Trends
May 31, 2018

Percent of Year
91.7%

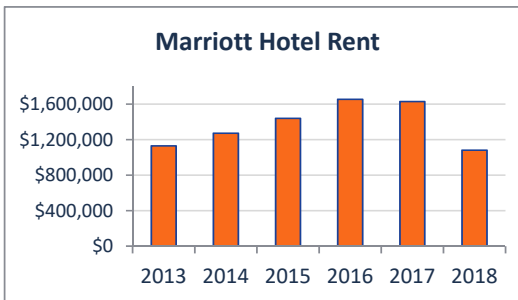
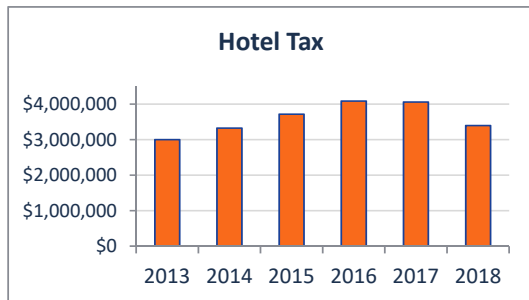
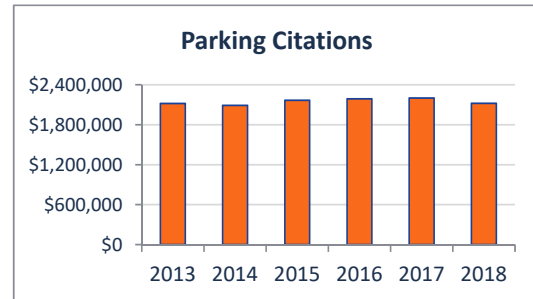
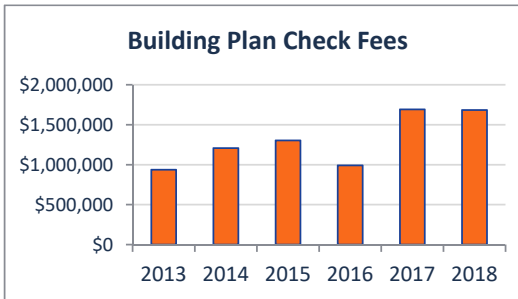
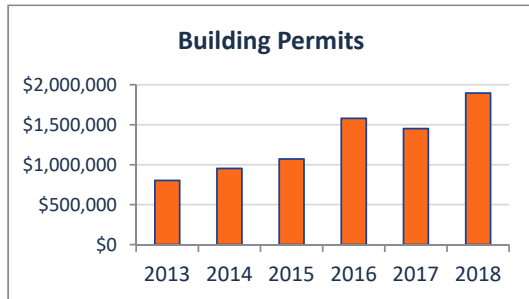
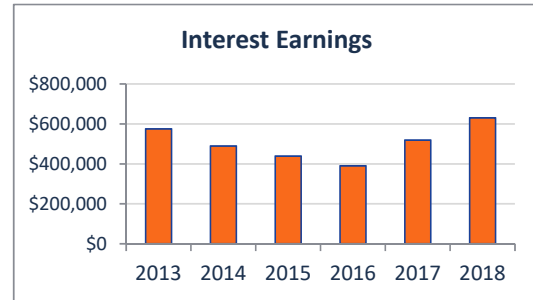
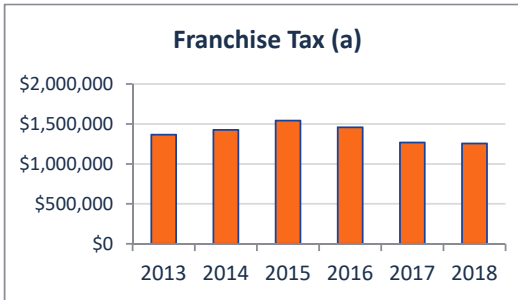
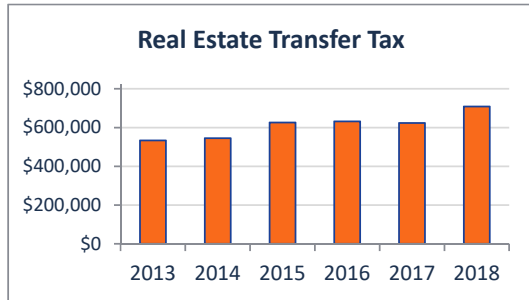
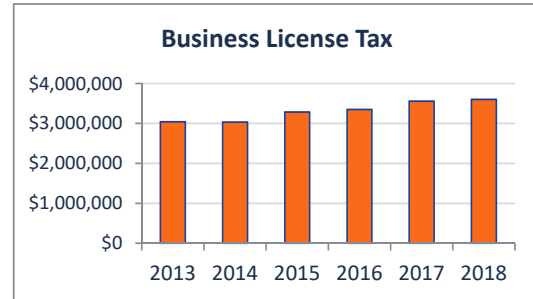
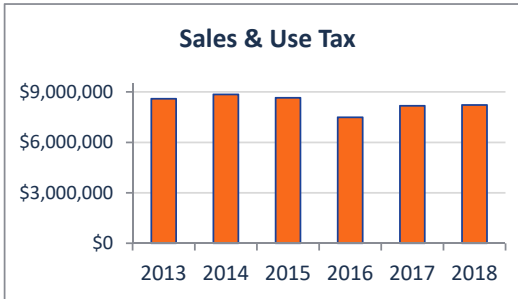
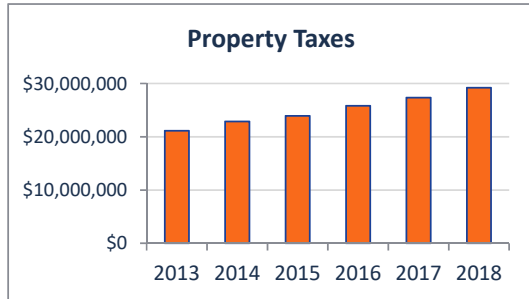
<u>Major Revenue Accounts</u>	Fund No.	Year-To-Date Actuals						FY 2018	
		2013	2014	2015	2016	2017	2018	Adj Budget	Realized
Property Taxes	100	21,145,631	22,863,471	23,910,038	25,821,776	27,345,688	29,223,746	29,511,005	99.0%
Sales & Use Tax	100	8,592,276	8,847,934	8,649,181	7,494,053	8,179,957	8,222,078	9,000,000	91.4%
Franchise Tax (a)	100	1,364,750	1,426,774	1,542,045	1,457,429	1,268,064	1,256,226	1,550,000	81.0%
Hotel Tax	100	2,999,612	3,323,767	3,715,484	4,085,152	4,059,721	3,398,166	4,526,500	75.1%
Business License Tax	100	3,040,262	3,031,957	3,287,287	3,349,455	3,558,189	3,602,915	3,600,000	100.1%
Real Estate Transfer Tax	100	533,620	545,400	626,258	631,887	623,655	708,590	600,000	118.1%
Building Permits	100	802,583	954,040	1,070,616	1,579,720	1,452,788	1,896,056	1,737,700	109.1%
Parking Citations	100	2,120,319	2,090,877	2,168,698	2,189,153	2,201,847	2,122,518	2,586,000	82.1%
Interest Earnings	100	575,202	489,265	438,823	389,909	519,119	630,339	600,000	105.1%
Marriott Hotel Rent	100	1,128,991	1,271,133	1,439,104	1,653,615	1,629,580	1,080,101	1,600,000	67.5%
Vehicle in Lieu	100	18,887	15,631	15,099	14,430	15,812	18,680	-	-
Building Plan Check Fees	100	936,880	1,208,118	1,303,590	991,746	1,692,921	1,683,771	1,400,000	120.3%
Total Major Revenue Accounts		43,259,013	46,068,366	48,166,223	49,658,325	52,547,343	53,843,187	56,711,205	94.9%
Over/(Under) Prior Year			2,809,353	2,097,857	1,492,102	2,889,019	1,295,844		
Percent Change From Prior Year			6.5%	4.6%	3.1%	5.8%	2.5%		
Other Revenues		10,644,535	11,509,088	12,083,646	12,961,882	14,317,099	14,388,881	14,502,443	99.2%
Total General Fund Revenues		53,903,547	57,577,454	60,249,869	62,620,207	66,864,442	68,232,068	71,213,648	95.8%



(a) The structure of payments for the 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 May Year-Over-Year**

**Percent of Year
91.7%**



(a) The structure of payments for the 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: 7/3/2018

TO:

Honorable Mayor and Members of the City Council

THROUGH:

Bruce Moe, City Manager

FROM:

Derrick Abell, Chief of Police

Julie Dahlgren, Sr. Management Analyst

SUBJECT:

Resolution No. 18-0090 Accepting the State of California Department of Alcoholic Beverage Control Grant in the Amount of \$71,923 (Police Chief Abell).

a) ADOPT RESOLUTION NO. 18-0090

b) APPROPRIATE FUNDS

RECOMMENDATION:

Adopt Resolution No. 18-0090 accepting the State of California Department of Alcoholic Beverage Control Grant in the amount of \$71,923; authorize the City Manager to appropriate \$71,923 which will later be reimbursed by grant funds.

FISCAL IMPLICATIONS:

There are no net fiscal implications associated with the recommended action. Monies expended to conduct the grant activities will be fully reimbursed by the State of California Department of Alcoholic Beverage Control. There is no funding match requirement.

BACKGROUND:

The Manhattan Beach Police Department applied for a one-year, multi-agency grant from the State of California Department of Alcoholic Beverage Control (ABC) to augment education and enforcement efforts related to alcoholic beverage laws. Grant activities will be conducted in partnership with the Hermosa Beach Police Department and the El Segundo Police Department, with the Manhattan Beach Police Department serving as the lead agency on this three-agency grant.

Manhattan Beach Police Department has been successful in obtaining the ABC grant several times in past years, including 2011 and 2013, as the lead agency. We have also received

funding as a partner agency numerous times, including 2016 (with El Segundo as lead) and 2017 (with Hermosa Beach as lead).

Acceptance of grant funds requires adoption of a Resolution by the City Council.

DISCUSSION:

The Manhattan Beach Police Department has been awarded a grant in the amount of \$71,923 from the California Department of Alcoholic Beverage Control (ABC) for increased education and enforcement efforts. The monies will primarily fund overtime shifts for officers to conduct education, training, inspection, and enforcement activities for a one-year period. The grant also includes training in ABC laws for one Manhattan Beach police sergeant, one Manhattan Beach police officer, two Hermosa Beach police officers, and two El Segundo police officers.

An educational component of the grant will allow officers to educate and train local liquor licensees in the cities of Manhattan Beach, Hermosa Beach, and El Segundo. It is expected that with this increased knowledge and awareness, licensees will do a better job preventing alcohol sales to minors. Grant activities also include providing briefing training to patrol officers of all three police departments, conducting educational presentations to high school students and their parents, conducting minor decoy/shoulder tap and sting operations, and carrying out inspections of licensed locations in the cities of Manhattan Beach, Hermosa Beach, and El Segundo.

Staff believes that the enhanced training and enforcement guidance provided to officers will allow our departments to be more responsive and capable in the education and enforcement of laws and regulations related to alcoholic beverage control. The grant-funded activities will be carried out as collateral assignments, above and beyond the officers' normal duties.

This is a reimbursable grant. The City must expend the funds for the approved grant items and then submit a reimbursement request to the State for payment of the expenditures.

The grant includes the following grant-approved expenses, totaling \$71,923:

- Personnel Services for Grant Deployments (\$68,723)
 - Manhattan Beach Sergeant to supervise and manage
 - Manhattan Beach Police Officer
 - Two Hermosa Beach Police Officers
 - Two El Segundo Police Officers
- Training/Travel Expenses for ABC Training Conference (\$2,500)
- Operating Expenses (\$700)

PUBLIC OUTREACH/INTEREST:

Alcoholic beverage law educational messaging and enforcement details will be publicized on the Police Department and City social media accounts, and via press releases. Publicizing the grant activities brings heightened awareness to alcoholic beverage laws and enhances the overall effectiveness of our education and enforcement efforts.

ENVIRONMENTAL REVIEW

The City has reviewed the proposed activity for compliance with the California Environmental Quality Act (CEQA) and has determined that the activity is not a "Project" as defined under Section 15378 of the State CEQA Guidelines; therefore, pursuant to Section 15060(c)(3) of the State CEQA Guidelines the activity is not subject to CEQA. Thus, no environmental review is necessary.

LEGAL REVIEW

The City Attorney has reviewed and approved the grant agreement as to form and determined that no additional legal analysis is necessary.

Attachments:

1. Resolution No. 18-0090
2. Agreement - California Department of Alcoholic Beverage Control

RESOLUTION NO. 18-0090

A RESOLUTION OF THE MANHATTAN BEACH CITY COUNCIL ACCEPTING A GRANT FROM THE STATE OF CALIFORNIA DEPARTMENT OF ALCOHOLIC BEVERAGE CONTROL FOR FISCAL YEAR 2018-2019 AND AUTHORIZING THE EXPENDITURE OF GRANT FUNDS FOR ALCOHOLIC BEVERAGE CONTROL TRAINING, EDUCATION, AND ENFORCEMENT ACTIVITIES.

THE MANHATTAN BEACH CITY COUNCIL HEREBY RESOLVES AS FOLLOWS:

SECTION 1. The City Council hereby accepts the Grant Agreement between the City and the State of California Department of Alcoholic Beverage Control dated July 1, 2018, to conduct alcoholic beverage control training, education, and enforcement activities.

SECTION 2. The expenditure of reimbursable grant funds recommended by City Staff is consistent with the intent of the grant requirements and will enhance the delivery of the City's police services.

SECTION 3. The Council hereby directs the City Manager or his designee to execute the Agreement on behalf of the City.

SECTION 4. Any liability arising out of the performance of this contract, including civil court actions for damages, shall be the responsibility of the grant recipient and the authorizing agency. The State of California and Alcoholic Beverage Control disclaim responsibility for any such liability.

SECTION 5. The grant funds received hereunder shall not be used to supplant expenditures controlled by this body and this award is not subject to local hiring freezes.

SECTION 6. The City Manager is authorized to execute a budget adjustment increasing the available funds to the Police Department in the amount of the grant award of \$71,923.00.

SECTION 7. The City Clerk shall certify to the passage and adoption of this resolution.

ADOPTED on July 3, 2018.

AYES:
NOES:
ABSENT:
ABSTAIN:

AMY HOWORTH
Mayor

ATTEST:

LIZA TAMURA
City Clerk

AGREEMENT NUMBER 18G-LA26
REGISTRATION NUMBER

1. This Agreement is entered into between the State Agency and the Contractor named below:

STATE AGENCY'S NAME

DEPARTMENT OF ALCOHOLIC BEVERAGE CONTROL

CONTRACTOR'S NAME

City of Manhattan Beach through the Manhattan Beach Police Department

2. The term of this Agreement is: July 1, 2018 through June 30, 2019

3. The maximum amount of this Agreement is: \$ 71,923

4. The parties agree to comply with the terms and conditions of the following exhibits which are by this reference made a part of the Agreement.

Exhibit A – Scope of Work	4 page(s)
Exhibit B – Budget Detail and Payment Provisions	3 page(s)
Exhibit C* – General Terms and Conditions	GTC 04/2017
Check mark one item below as Exhibit D:	
<input checked="" type="checkbox"/> Exhibit - D Special Terms and Conditions (Attached hereto as part of this agreement)	1 page(s)
<input type="checkbox"/> Exhibit - D* Special Terms and Conditions	
Exhibit E – Additional Provisions	page(s)

Items shown with an Asterisk (*), are hereby incorporated by reference and made part of this agreement as if attached hereto. These documents can be viewed at www.dgs.ca.gov/ols/Resources/StandardContractLanguage.aspx

IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto.

CONTRACTOR		California Department of General Services Use Only
CONTRACTOR'S NAME (if other than an individual, state whether a corporation, partnership, etc.) City of Manhattan Beach through the Manhattan Beach Police Department		
BY (Authorized Signature) 	DATE SIGNED(Do not type)	
PRINTED NAME AND TITLE OF PERSON SIGNING Derrick Abell, Chief		
ADDRESS 420 15th Street Manhattan Beach, CA 90266		
STATE OF CALIFORNIA		
AGENCY NAME Department of Alcoholic Beverage Control		
BY (Authorized Signature) 	DATE SIGNED(Do not type)	
PRINTED NAME AND TITLE OF PERSON SIGNING Pattye Nelson, Chief, Business Management Branch		
ADDRESS 3927 Lennane Drive, Suite 100, Sacramento CA 95834		
		<input checked="" type="checkbox"/> Exempt per: SCM 4.04.(A)(3)

SCOPE OF WORK

1.) Summary

a.) Agency Description:

The City of Manhattan Beach is located 20 miles south west of Los Angeles on the southern end of the Santa Monica Bay. The Manhattan Beach Police Department was established on December 7th, 1912. The Department is led by Chief Derrick Abell, along with two captains, four lieutenants and 11 sergeants. The Department is authorized 65 sworn officers and 42 civilians. The Department is divided into two divisions, field operations and administration, with each captain having responsibility for a division. The Field Operations Division includes Patrol, Traffic, Parking Enforcement, Animal Control, K-9, SWAT, ABC Enforcement and the Reserve Officer Program. The Administrative Services Division includes Human Resources, Personnel and Training, Crime Prevention, Investigations, Jail Operations, Property and Evidence, Communications, Technical Services and School Resource Officers. The Department provides services to a resident population of over 35,000. The Department patrols 3.88 square miles, 2.1 miles of beach front, 40 acres of recreational beach area, 48 acres of park land and 120 miles of paved streets.

The City of Hermosa Beach borders Manhattan Beach to the south, approximately 22 miles south west of downtown Los Angeles. The City was incorporated on January 14th, 1907. The Hermosa Beach Police Department is led by Chief Sharon Papa, along with one captain, two lieutenants and seven sergeants. The Department is divided into two divisions, operation and administration, each headed by a lieutenant. The Operations Division consists of Patrol, Traffic, ABC Enforcement, Parking Enforcement and Animal Control. The Administration Division consists of Investigations, Records, Jail Operations, Property and Evidence. The Hermosa Beach Police Department provides public safety to a residential population of over 19,500. The Department patrols 1.43 square miles, with 1.5 linear miles of beach front.

The City of El Segundo borders Manhattan Beach to the north and the Los Angeles International Airport to the south. On January 18th, 1917, the city of El Segundo was incorporated. The El Segundo Police Department is led by Chief Bill Whalen, along with two captains, six lieutenants and 11 sergeants. The Department is authorized 69 sworn officers and 36 civilian employees. The Department is divided into two bureaus, field operations and administration services, with each captain having responsibility for a bureau. The Field Operations Bureau includes Patrol, Traffic, Investigations, SWAT, K-9, Jail Operations, ABC Enforcement, property and evidence and the Field Training Program. The Administration Services Bureau includes Support Services, Professional Standards and Communications. The Department provides service to a resident population of over 16,500. The Department patrols 5.5 square miles of mixed residential and industrial area, including 1.4 miles of beach front.

b.) Funding Requested:

The Manhattan Beach, Hermosa Beach and El Segundo Police Departments request the amount of \$71,923.00 to enhance their current levels of enforcement and education regarding ABC licensed establishments, problems associated with alcohol sales and consumption that affect quality of life issues in our communities and to address the abundant availability of alcohol to minors.

c.) Goals and Objectives:

The Manhattan Beach, Hermosa Beach and El Segundo Police Departments are committed to enhancing their current levels of enforcement and education regarding ABC licensed establishments and problems associated with alcohol sales. Working together with ABC investigators, Manhattan Beach, Hermosa Beach and El Segundo police officers will identify and target problematic establishments and will participate in sting

operations; conduct IMPACT inspections, LEAD training, conduct party prevention deployments and train officers from each department on ABC enforcement tactics, strategies and administrative accusation processes. The Departments will work together to improve the public's awareness of ABC rules, regulations and enforcement activities by conducting presentations at parent meetings at the high schools and submitting press releases that support the efforts of the Grant Program as well as submit articles and notices of events to the press, related to the program and community education objectives and we will engage the media in the program. The progress will be reported to ABC on a monthly basis.

The Manhattan Beach, Hermosa Beach and El Segundo Police Departments have a value system in place that is dedicated to providing the finest police services to residents and visitors in their respective communities. The members of these Departments are dedicated to ensuring the safety of their citizens and protect the quality of life that exists in our communities. This project has the full support and commitment of all three Police Chiefs and the members of their Departments. Additionally, these agencies will also involve community groups including but not limited to the Manhattan Beach and El Segundo Unified School Districts Drug Task Force and the South Bay Coalitions, which include youth as part of the governing board, Town Hall Meetings and Neighborhood Watch Programs.

We believe that the ABC licensed establishments, the communities of the involved agencies and surrounding communities would benefit greatly from being educated about ABC rules and regulations. Subsequent enforcement will reduce the availability of alcohol to minors, reduce over service to intoxicated subjects and will reduce the number of alcohol related problems.

d.) Number of ABC Licensed Locations:

These three cities have 319 establishments licensed to sell alcoholic beverages and they continue to receive applications for additional ABC licenses.

2.) Problem Statement

Together, the Manhattan Beach, Hermosa Beach and El Segundo Police Departments provide public safety to a population of over 71,000 residing in approximately 10.81 square miles. These three cities are home to several large malls that include popular bars and restaurants. Together, these cities have established a reputation as having a vibrant and thriving social scene. These cities have a mixed use of residential, commercial and industrial zones that include bars, restaurants and taverns which create a high number of complaints against ABC licensed establishments. Each city boasts a downtown area that is home to numerous bars and nightclubs, all located within blocks of each other on pedestrian friendly walks, adjacent to the beach. Thousands of people descend on these cities nightly to partake in the active night life that has grown very popular among young adults. In 2017, the Manhattan Beach, Hermosa Beach and El Segundo Police Departments responded to over 75,000 calls for service and officers initiated over 60,000 contacts. Many of these calls and contacts were alcohol related. In 2017, these departments arrested 298 adults and 10 juveniles for DUI and arrested 451 adults, 20 juveniles for public intoxication. These Departments also cited 127 adults and 38 minors related to alcohol possession violations and initiated 13 administrative accusation processes for furnishing alcohol to minors.

These three cities are home to upscale shopping and dining districts, and beaches that host a wide variety of popular events that attract large crowds, including Professional Volleyball Tournaments, the International Surf Festival, the Manhattan Beach Open Volleyball Tournament, The Hermosa Beach 30th Street Iron Man Competition and a Grand Prix bike race. These events increase the population in each city to over 150,000 people. Several of the bars have become popular to underage students from nearby colleges such as Loyola Marymount University, University of Southern California and University of Southern California Los Angeles and several local community colleges. Several residents have complained about party bus excursions sponsored

by the local bars in where a bus will pick up students at a college and drop them off in the area to patronize the bars with no consideration to the residential area. Many students have been caught using false/counterfeit identification cards while attempting to purchase alcoholic beverages or gain entry into the various night clubs and attend events such as the described party bus excursions or pub crawls. Violators are primarily young adults who have developed a reputation for prolific alcohol consumption. The active night life has drawn the attention of underage adults and juveniles. Recently, several bars in each city have generated additional calls for service. On several occasions, mutual aid from surrounding agencies was required to assist in quelling disturbances. Officers who have responded to the establishments indicated that there is inadequate supervision for the large crowds and the establishments often serve alcoholic beverages irresponsibly. When the management or owners of these establishments were made aware of the problems at their businesses, many show little or no effort to reduce the problems. During summer months, spring and winter breaks, a large number of minors flock to these cities looking for entertainment in the downtown and pier areas. This influx of minors often culminates in underage drinking, resulting in complaints about public intoxication, vomiting, urinating in public, drinking after hours and disruptive behavior.

In 2017, these three agencies each investigated several rapes that were related to alcohol consumption at some of the ABC licensed establishments. Responding to these complaints requires an inordinate amount of police, fire and other city services that take away from community needs. Unfortunately, the volume of alcohol related calls for service, such as public drunkenness, DUI related arrests and traffic collisions have a tremendous impact on existing personnel. Surrounding agencies report that during their DUI arrests and traffic collision investigations the subjects involved indicated that they had been drinking alcoholic beverages in one of these three cities.

During the fiscal year of 2017/2018, Manhattan Beach, Hermosa Beach and El Segundo shared an ABC grant. During the grant period, these agencies saw a reduction in ABC related violations and an increase in compliance.

Currently, the Manhattan Beach and Hermosa Beach Police Department's cases are heard in the Southwest Division of the Los Angeles Superior Court and El Segundo Police Department's cases are heard in the Airport Division of the Los Angeles Superior Court. All three Police Departments have a close working relationship with the Office of The District Attorney and have a very good record of obtaining convictions on cases related to the types of crimes that ABC is targeting.

3.) Project Description

The following goals and objectives will be performed during the 12 months of this project by the Manhattan Beach, Hermosa Beach and El Segundo Police Departments:

- 1.) Train one sergeant from the Manhattan Beach Police Department and two officers from each Department on ABC enforcement tactics, strategies and administrative accusation processes.
- 2.) Personnel assigned will attend training presentations and conferences offered by ABC during the year.
- 3.) Continue the established close working relationship with the ABC District Office and Grant Assistance Program Coordinator.
- 4.) Identify and target problematic establishments in each city.
- 5.) Conduct three briefing/roll call training for officers in all three departments regarding the rules and regulations of the ABC Act.
- 6.) Prepare 9 press releases in cooperation with ABC, to announce the project, report on significant progress and activities, and engage the media in the program and sting operations.
- 7.) The School Resource Officers will make 2 presentations on ABC issues at the high schools and during parent meetings (one presentation at Mira Costa High School and one presentation at El

Segundo High School).

- 8.) Conduct 2 LEAD training seminars to include all three cities at the same time.
- 9.) Conduct 4 IMPACT inspections where officers will visit licensed establishments to insure compliance with ABC regulations.
- 10.) Conduct 2 Party Patrol and Dispersal Deployments to include all three cities at the same time.
- 11.) Conduct 2 TRAP Door Deployments
- 12.) Conduct 7 stings to include Minor Decoy and Shoulder Tap Stings.

4.) Project Personnel:

The Grant Assistance Program (GAP) will fall under the Field Operations Division of the Manhattan Beach Police Department. The staffing needed for each Department to carry out the grant goals and objectives will require one sergeant from the Manhattan Beach Police Department who will be responsible for the overall coordination, supervision of the operations and managing the grant. This sergeant will also participate in the operations, testify in court and in ABC administrative hearings and attend training offered by ABC during the year. Staffing will also require six officers (two from each agency) who will be responsible for attending training presentations offered by ABC during the year, carrying out the operations, court testimony and ABC hearings and public education.

Currently, the Manhattan Beach Police Department's ABC efforts are supervised by Sergeant Chris Vargas. Involved officers include officers from Patrol, Traffic, Detectives and School Resource Officers. These personnel have numerous years of experience in law enforcement, including ABC enforcement strategies.

Staffing will also include officers from the Hermosa Beach Police Department. Currently, the Hermosa Beach Police Department's ABC efforts are supervised by Sergeant Eric Cahalan. Assigned officers include Detectives, Traffic Officers and Community LEAD Officers. These personnel have numerous years of experience in law enforcement, including ABC enforcement strategies.

Staffing will also include officers from the El Segundo Police Department. Currently, the El Segundo Police Department's ABC enforcement efforts are supervised by Sergeant Ryan Danowitz. Assigned officers include Detectives, Patrol Officers, and Community LEAD Officers. These personnel have numerous years of experience in law enforcement, including ABC enforcement strategies.

The Manhattan Beach, Hermosa Beach and El Segundo Police Departments are requesting funding to assist with our ABC endeavors. With the funding support of the GAP grant, our goal to expand our present efforts in addressing alcohol related problems and successfully impacting the issues of alcohol sales to minors, service to intoxicated persons, and problem establishments will be accomplished within our cities using a variety of strategies that emphasize education and a strong enforcement effort.

BUDGET DETAIL

Exhibit B

BUDGET CATEGORY AND LINE-ITEM DETAIL	COST
A. Personnel Services (Straight Time Salaries, Overtime, and Benefits)	(Round budget amounts to nearest dollar)
One (1) Manhattan Beach Sergeant O/T @ 8 hrs per 15 deployments.	\$15,365.00
One (1) Manhattan Beach Officer O/T @ 8 hrs per 15 deployments.	\$11,898.00
Two (2) Hermosa Beach Officers O/T @ 8 hrs per 15 deployments.	\$18,593.00
Two (2) El Segundo Officers O/T @ 8 hrs per 15 deployments.	\$22,867.00
7 Stings + 4 IMPACT + 2 Party Patrol + 2 TRAP Door = 15 Deployments	
TOTAL PERSONNEL SERVICES	\$68,723.00
B. Operating Expenses (maximum \$2,500)	
Decoy Operating Expenses X 7 Deployments	\$700.00
TOTAL OPERATING EXPENSES	\$700.00
C. Equipment (maximum \$2,500)	
(Attach receipts for all equipment purchases to monthly billing invoice)	
TOTAL EQUIPMENT	
D. Travel Expense/Registration Fees (maximum \$2,500)	
(Registration fee for July 2018 GAP Conference attendee is \$325 each)	
Registration for July 2018 GAP Conference 2 attendees at \$325 each	\$650.00
Lodging/Airfare/Per Diem	\$1,850.00
TOTAL TRAVEL EXPENSE	\$2,500.00
TOTAL BUDGET DETAIL COST, ALL CATEGORIES	\$71,923.00

PAYMENT PROVISION

Exhibit B

Page 1 of 2

1. **INVOICING AND PAYMENT:** Payments of approved reimbursable costs (per Budget Detail attached) shall be in arrears and made via the State Controller's Office. Invoices shall be submitted in duplicate on a **monthly basis** in a format specified by the State. Failure to submit invoices and reports in the required format shall relieve the State from obligation of payment. Payments will be in arrears, within 30 days of Department acceptance of Contractor performance, pursuant to this agreement or receipt of an undisputed invoice, whichever occurs last. Nothing contained herein shall prohibit advance payments as authorized by Item 2100-101-3036, Budget Act, Statutes of 2018.
2. Revisions to the "Scope of Work" and the "Budget Detail" may be requested by a change request letter submitted by the Contractor. If approved by the State, the revised Grant Assistance Scope of Work and/or Budget Detail supersede and replace the previous documents bearing those names. No revision can exceed allotted amount as shown on Budget Detail. The total amount of the contract must remain unchanged.
3. Contractor agrees to refund to the State any amounts claimed for reimbursement and paid to Contractor which are later disallowed by the State after audit or inspection of records maintained by the Contractor.
4. Only the costs displayed in the "Budget Detail" are authorized for reimbursement by the State to Contractor under this agreement. Any other costs incurred by Contractor in the performance of this agreement are the sole responsibility of Contractor.
5. Title shall be reserved to the State for any State-furnished or State-financed property authorized by the State which is not fully consumed in the performance of this agreement. Contractor is responsible for the care, maintenance, repair, and protection of any such property. Inventory records shall be maintained by Contractor and submitted to the State upon request. All such property shall be returned to the State upon the expiration of this contract unless the State otherwise directs.
6. If travel is a reimbursable item, the reimbursement for necessary traveling expenses and per diem shall be at rates set in accordance with Department of Personnel Administration rates set for comparable classes of State employees. No travel outside of the State of California shall be authorized. No travel shall be authorized outside of the legal jurisdiction of Contractor without prior authorization by the State.

PAYMENT PROVISION

Exhibit B

Page 2 of 2

7. Prior authorization by the State in writing is required before Contractor will be reimbursed for any purchase order or subcontract exceeding \$2,500 for any articles, supplies, equipment, or services to be purchased by Contractor and claimed for reimbursement. Contractor must justify the necessity for the purchase and the reasonableness of the price or cost by submitting three competitive quotations or justifying the absence of bidding.
8. Prior approval by the State in writing is required for the location, costs, dates, agenda, instructors, instructional materials, and attendees at any reimbursable training seminar, workshop or conference, and over any reimbursable publicity or educational materials to be made available for distribution. Contractor is required to acknowledge the support of the State whenever publicizing the work under the contract in any media.
9. It is understood between the parties that this contract may have been written before ascertaining the availability of appropriation of funds, for the mutual benefit of both parties, in order to avoid program and fiscal delays that would occur if the contracts were executed after that determination was made.
10. BUDGET CONTINGENCY CLAUSE - It is mutually agreed that if the Budget Act of the current year and/or any subsequent years covered under this Agreement does not appropriate sufficient funds for the program, this Agreement shall be of no further force and effect. In this event, the State shall have no liability to pay any funds whatsoever to Contractor or to furnish any other considerations under this Agreement and Contractor shall not be obligated to perform any provisions of this Agreement.

If funding for any fiscal year is reduced or deleted by the Budget Act for purposes of this program, the State shall have the option to either cancel this Agreement with no liability occurring to the State, or offer an agreement amendment to Contractor to reflect the reduced amount.

Updated 12/6/17

Special Terms and Conditions

1. Disputes: Any dispute concerning a question of fact arising under this contract which is not disposed of by agreement shall be decided by the Director, Department of Alcoholic Beverage Control, or designee, who shall reduce his decision to writing and mail or otherwise furnish a copy thereof to the Contractor. The decision of the Department shall be final and conclusive unless, within 30 days from the date of receipt of such copy, the Contractor mails or otherwise furnishes to the State a written appeal addressed to the Director, Department of Alcoholic Beverage Control. The decision of the Director of Alcoholic Beverage Control or his duly authorized representative for the determination of such appeals shall be final and conclusive unless determined by a court of competent jurisdiction to have been fraudulent, capricious, arbitrary, or so grossly erroneous as necessarily to imply bad faith, or not supported by substantial evidence. In connection with any appeal proceeding under this clause, the contractor shall be afforded an opportunity to be heard and to offer evidence in support of its appeal. Pending final decision of a dispute hereunder, Contractor shall proceed diligently with the performance of the contract and in accordance with the decision of the State.
2. Termination Without Cause: Either party may terminate this agreement at any time for any reason upon ten (10) days written notice. No penalty shall accrue to either party because of contract termination.
3. Contract Validity: This contract is valid and enforceable only if adequate funds are appropriated in Item 2100-101-3036, Budget Act of 2018, for the purposes of this program.
4. Contractor Certifications: By signing this agreement, Contractor certifies compliance with the provisions of CCC 04/2017, Standard Contractor Certification Clauses. This document may be viewed at <http://www.dgs.ca.gov/ols/Resources/StandardContractLanguage.aspx> .
5. If the State determines that the grant project is not achieving its goals and objectives on schedule, funding may be reduced by the State to reflect this lower level of project activity.

Updated 12/6/17

Agenda Date: 7/3/2018

TO:

Honorable Mayor and Members of the City Council

THROUGH:

Bruce Moe, City Manager

FROM:

Anne McIntosh, Community Development Director
Nhung Madrid, Senior Management Analyst

SUBJECT:

Issue a 10-Day Report Pursuant to Government Code Section 65858(d) for Interim Zoning Ordinance No. 17-0020-U - Sepulveda Blvd (Community Development Director McIntosh).

ISSUE 10-DAY REPORT

RECOMMENDATION:

Staff recommends that the City Council issue a 10-day report pursuant to Government Code Section 65858(d) for Interim Zoning Ordinance No. 17-0020-U.

FISCAL IMPLICATIONS:

There are no fiscal implications associated with the recommended action.

BACKGROUND:

On August 7, 2017, the City Council adopted Ordinance No. 17-0015-U, a 45-day urgency ordinance prohibiting new health care facilities on Sepulveda Boulevard. The City Council expressed concerns that a recent proliferation of new health care facilities, including medical offices, urgent care facilities, clinics, treatment centers and the like were having a detrimental impact to economic development goals, potential sales tax, and the diversity of land uses on Sepulveda Boulevard.

On September 5, 2017, the City Council issued a report describing the measures taken to alleviate the condition which led to adoption of Ordinance No. 17-0015-U. On September 19, 2017, the City Council adopted Interim Zoning Ordinance No. 17-0020-U, extending Interim Zoning Ordinance No. 17-0015-U for 10 months and 15 days, which prohibits the establishment of new health care facilities on Sepulveda Boulevard without a Use Permit. Ordinance No. 17-0020-U expires on August 6, 2018 (Attachment 1). When this Interim Zoning Ordinance

expires, no Use Permits will be required for new medical establishments along Sepulveda Boulevard unless the use is for new construction in excess of 5,000 square feet.

DISCUSSION:

Government Code Section 65858(d) requires that the City Council issue a report describing the measures taken to alleviate the condition which led to the adoption of the Interim Ordinance (Attachment 2). Since adoption of the Interim Zoning Ordinance, the City has ceased accepting applications for change of use and/or Use Permits and/or building permits for new medical establishments on Sepulveda Boulevard as defined by the Interim Zoning Ordinance. Additionally, City staff has been analyzing recent activity regarding health care uses in the City.

On September 13, 2017, a Planning Commission public hearing was held to consider adding a land use classification to the Municipal Code for "Urgent Care office use." The Planning Commission directed staff to return with draft Municipal Code and Local Coastal Program Amendments to address the Urgent Care land use, and continued the public hearing. On October 11, 2017, the Planning Commission continued the public hearing and approved a Resolution amending the Municipal Code and Local Coastal Plan with some small modifications that incorporates the Urgent Care office use into the definition of Office-Business & Professional land use while strengthening the definitions of the Hospital use and Emergency Health Care use to draw a sharper distinction between the three uses.

Concurrently with these amendments, in September 2017, City Council directed staff to move forward with the Sepulveda Planning Initiatives Project and Work Plan, to consider possibly limiting (but not prohibiting) new office uses along Sepulveda using a cap, or a locational requirement, or allowing medical/office only as part of a mixed-use development. From January through March 2018, staff convened five public meetings with a Community Ad Hoc Working Group to discuss development standards and uses for the Sepulveda Corridor. Following their discussions, the Working Group did not recommend any changes to the current requirements for medical office, or any other medical uses.

On April 25, the Planning Commission received and discussed the Ad Hoc Working Group Summary Report and subsequently held two public hearings on May 23 and June 13 for the Sepulveda Initiatives Planning Project. At those meetings, the Planning Commission discussed the topic of medical/office uses along the Corridor, and did not suggest incorporating new regulations. The Sepulveda Initiatives Planning Project was scheduled for a public hearing for the June 19, 2018, City Council meeting. At that meeting, the City Council continued the public hearing to July 3, 2018. The public hearing and presentation will be heard as a separate item on tonight's agenda.

POLICY ALTERNATIVES:

ALTERNATIVE #1: Consider extending Interim Zoning Ordinance No 17-0020-U for a second year.

ALTERNATIVE #2: Consider implementing permanent limits on medical uses, including medical office.

PUBLIC OUTREACH/INTEREST:

Since adoption of Interim Ordinance No.17-0020-U, the City has continuously engaged in outreach efforts to various stakeholders including residents, property owners, business owners and real estate professionals to receive their input on the economic vitality, planning, development, and parking standards and other land use issues as it relates to the Sepulveda commercial corridor.

LEGAL REVIEW

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

Attachments:

1. Interim Zoning Ordinance No. 17-0020-U
2. Alleviation Report

ORDINANCE NO. 17-0020-U

AN INTERIM ORDINANCE OF THE CITY OF MANHATTAN BEACH
EXTENDING AND AMENDING INTERIM ORDINANCE NO. 17-0015-U
PROHIBITING THE ESTABLISHMENT OF NEW HEALTH CARE
FACILITIES ON SEPULVEDA BOULEVARD WITHOUT A USE
PERMIT AND DECLARING THE URGENCY THEREOF

THE MANHATTAN BEACH CITY COUNCIL DOES ORDAIN AS FOLLOWS:

SECTION 1. Extension and Amendment of Interim Ordinance. Ordinance No. 17-0015-U, adopted August 7, 2017, provides that no application for a building permit, site plan review, or any land use entitlement shall be accepted for processing or approved for the conversion of any existing space to, or the construction of a new building for the establishment of any Health Care Facility on Sepulveda Boulevard unless the City has issued a use permit for such use prior to adoption of Ordinance No. 17-0015-U. Ordinance No. 17-0015-U is hereby amended to require a use permit prior to the conversion of any existing space to, or the construction of a new building for the establishment of any Health Care Facility on Sepulveda Boulevard. As amended, Ordinance No. 17-0015-U is hereby extended for 10 months and 15 days to and including August 6, 2018. For purposes of this Ordinance, Health Care Facility includes but is not limited to:

- A. Medical or dental offices, including, but not limited to, licensed or certified physicians, psychologists, psychiatrists, dentists, and chiropractors;
- B. Medical or dental laboratories, either as a primary use or incidental to an office use;
- C. Emergency health care facilities, hospitals, medical clinics and urgent care facilities;
- D. Assisted care facilities;
- E. Any residential care facility or adult day health center; and
- F. Convalescent facilities.

SECTION 2. This Ordinance does not apply to residential care facilities that serve six or fewer persons.

SECTION 3. Alleviation Measure Report. In accordance with California Government Code Section 65858(d), the City Council issued a written report describing the measures taken to alleviate the condition that led to the adoption of Ordinance No. 17-0015-U.

SECTION 4. Term. This Ordinance is an urgency ordinance for the immediate preservation of the public peace, health and safety within the meaning of Government Code Sections 65858 and 36937(b) and therefore shall be passed immediately upon its introduction and shall become effective immediately upon its adoption. This Ordinance shall expire on August 6, 2018, unless extended by the City Council at a regularly noticed public hearing pursuant to California Government Code Section 65858.

SECTION 5. Hardship Exemption. In lieu of applying for a use permit, a property owner may apply for an exemption to this Ordinance based upon hardship. Hardship exemption applications shall be filed in writing with the Director of Community Development and shall contain all documentation relied upon to support the hardship claim. A hardship exemption application must be filed no later than 10 days in advance of a regular meeting of the City Council in order to be considered at such meeting; otherwise the application shall be considered at the following regular meeting. The City Council shall grant a hardship exemption upon making a finding that denial of the exemption and requiring a use permit prior to establishing a Health Care Facility would result in the applicant being deprived of all economically viable use of the property. The City Council may consider other factors in order to determine hardship.

SECTION 6. CEQA Finding. The City Council hereby finds that it can be seen with certainty that there is no possibility that the adoption of this Ordinance would have a significant effect on the environment, because the Ordinance will impose greater limitations on development in the City by temporarily requiring a use permit for new Health Care Facilities, and will thereby serve to reduce potential significant adverse environmental impacts. It is therefore exempt from California Environmental Quality Act review pursuant to Title 14, Section 15061(b)(3) of the California Code of Regulations.

SECTION 7. Penalty. Violation of any provision of this Ordinance shall constitute a misdemeanor and shall be punishable by a fine not to exceed \$1,000 or by imprisonment for a period not to exceed six months, or by both such fine and imprisonment. Each and every day such a violation exists shall constitute a separate and distinct violation of this Ordinance. In addition to the foregoing, any violation of this Ordinance shall constitute a public nuisance and shall be subject to abatement as provided by all applicable provisions of law.


SECTION 8. Findings. In adopting Ordinance No. 17-0015-U on August 7, 2017, the City Council made a number of legislative findings to support the adoption of that ordinance on an urgency basis. The City Council hereby extends Ordinance No. 17-0015-U on an urgency basis based upon those findings, incorporated herein by reference as if set forth in full, and the following findings. Additional time is necessary to study, plan, and develop appropriate regulations for new health care facilities along Sepulveda Boulevard. The recent proliferation of these use types along Sepulveda Boulevard has a detrimental impact on economic development goals, potential sales tax revenues, the diversity of commercial land uses, and the activation of pedestrian activity. Currently, the City is assessing the variety of health care options in the City. Due to the lack of specific use classifications, many of these health care-related uses are treated as a type of professional office and approved ministerially while others require discretionary approval. The ministerial approval of some, but not all, types of health care facilities adversely affects the variety of health care options in the City. To prevent an unbalanced mix of uses and health care options to serve the needs of residents, the City is currently studying and considering appropriate regulatory options to modernize its use classifications and definitions for health-related uses. This Ordinance is necessary to prevent the establishment of additional health care facilities that may be incompatible with surrounding uses while the City studies the appropriate locations and consistent standards for these uses.

The City Council finds that property owners are likely to submit applications for land use entitlements to establish health care facilities. The City intends to study and adopt permanent regulations within a reasonable time. The Department of Community Development, Planning Commission, the City Council, and the people of Manhattan Beach require a reasonable, limited, yet sufficient amount of time to consider and establish permanent regulations to allow needed health care facilities without causing a detrimental effect to the general welfare in the City. Given the time required to study and prepare new regulations, conduct duly noticed public hearings before the Planning Commission and the City Council, the City Council finds that this Ordinance is necessary to prevent the unregulated establishment of additional health care facilities and continued proliferation of new health care facilities.

Based upon the foregoing, the City Council hereby finds that there is a current and immediate threat to the public health, safety, or welfare if new health facilities were established on Sepulveda Boulevard without a use permit, and that, unless a use permit is granted, the approval of additional subdivisions, variances, building permits, or any other applicable entitlement for such uses which is required in order to comply with the City's Zoning Ordinance would result in that threat to public health, safety, or welfare. Due to the foregoing circumstances, it is necessary for the preservation of the public health, safety, and welfare for this Ordinance to take effect immediately. This Ordinance is an urgency ordinance for the immediate preservation of the public peace, health, and safety within the meaning of Government Code Sections 65858 and 36937(b) and therefore shall be passed immediately upon its introduction and shall become effective immediately upon its adoption.

ADOPTED on September 19, 2017.

AYES: Montgomery, Hersman, Napolitano, Howorth and Mayor Lesser.
NOES: None.
ABSENT: None.
ABSTAIN: None.



DAVID LESSER
Mayor

ATTEST:



LIZA TAMURA
City Clerk

Government Code Section 65858(d) 10-Day Written Report

Government Code Section 65858(d) requires that 10 days prior to the expiration of any interim ordinance, the City Council must issue a written report regarding the measures the City has taken to alleviate the condition that led to the adoption of the interim zoning ordinance. In compliance with Government Code Section 65858(d), the City Council hereby issues this report.

The City has taken the following measures to alleviate the condition that led to the adoption of the interim zoning ordinance. In order to address the concerns that a recent proliferation of new health care facilities, including medical office, urgent care facilities, clinics, treatment centers and the like is having a detrimental impact to economic development goals, potential sales tax, and the diversity of land uses on Sepulveda Boulevard, the City Council enacted Interim Zoning Ordinance No. 17-0015-U on August 7, 2017, to require a Use Permit for such uses. A 45-day report on the Interim Zoning Ordinance was presented to City Council on September 5, 2017, and on September 19, 2017, Interim Zoning Ordinance No. 17-0015-U was subsequently extended by 10 months and 15 days by Interim Zoning Ordinance No. 17-0020-U after a duly noticed public hearing.

Since adoption of the Interim Zoning Ordinance, the City has ceased accepting applications for change of use and/or Use Permits and/or building permits for new medical establishments on Sepulveda Boulevard as defined by the Interim Zoning Ordinance. Additionally, City staff has been analyzing recent activity regarding health care uses in the City.

On September 13, 2017, a Planning Commission public hearing was held to consider adding a definition to the Municipal Code for "Urgent Care office use." The Planning Commission directed staff to return with draft Municipal Code and Local Coastal Program Amendments to address the Urgent Care land use, and continued the public hearing. On October 11, 2017, the Planning Commission continued the public hearing and approved a Resolution amending the Municipal Code and Local Coastal Plan with some small modifications that incorporates the Urgent Care office use into the definition of Office-Business & Professional land use while strengthening the definitions of the Hospital use and Emergency Health Care use to draw a sharper distinction between the three uses.

Concurrently with these amendments, in September 2017, City Council directed staff to move forward with the Sepulveda Planning Initiatives Project and Work Plan, to consider possibly limiting (but not prohibit) new office uses along Sepulveda using a cap, or a locational requirement, or allowing medical/office only as part of a mixed-use development.

From January through March 2018, staff convened five meetings with a Community Ad Hoc Working Group to discuss development standards and uses for the Sepulveda Corridor. Following their discussions, the Working Group did not recommend any changes to the current requirements for medical office, or any other medical uses.

On April 25, the Planning Commission received and discussed the Ad Hoc Working Group Summary Report and subsequently held two public hearings on May 23 and June 13 for the Sepulveda Initiatives Planning Project. At those meetings, the Planning Commission discussed

the topic of medical/office uses along the Corridor, and did not suggest incorporating new regulations.

On June 19, 2018, the City Council conducted a duly noticed public hearing on a draft permanent zoning ordinance that would replace the Interim Zoning Ordinance.

Since adoption of Interim Ordinance No. 17-0020-U, the City has continuously engaged in outreach efforts to various stakeholders including residents, property owners, business owners and real estate professionals to receive their input on the economic vitality, planning, development, and parking standards and other land use issues as it relates to the Sepulveda commercial corridor.

Agenda Date: 7/3/2018

TO:

Honorable Mayor and Members of the City Council

THROUGH:

Bruce Moe, City Manager

FROM:

Anne McIntosh, Community Development Department Director
Nhung Madrid, Senior Management Analyst
Rafael Garcia, Assistant Planner

SUBJECT:

Consideration of the Sepulveda Initiatives Planning Project Recommendations (Continued from the June 19, 2018 City Council Meeting) (Community Development Director McIntosh).

CONDUCT PUBLIC HEARING AND CONTINUE PUBLIC HEARING TO JULY 17, 2018

RECOMMENDATION:

Staff recommends that the City Council:

1. Receive the Sepulveda Initiatives Working Group Report and input from the Planning Commission discussions and public hearings;
2. Conduct the first portion of the public hearing;
3. Receive public testimony; and
4. Continue public hearing to July 17, 2018.

EXECUTIVE SUMMARY:

In September 2017, staff commenced the Sepulveda Planning Initiatives Project. Staff collaborated with a Community Ad Hoc Working Group and received feedback on development standards-related to height, setbacks, and desirable land uses and features for the Sepulveda Boulevard Corridor. The Group also provided input on updating the Sepulveda Boulevard Development Guide. This report summarizes the Group's input, and the Planning Commission's recommendations based on the Group's findings.

FISCAL IMPLICATIONS:

No fiscal implications associated with the recommended action.

BACKGROUND:

At the June 19, 2018 City Council meeting, the City Council continued this public hearing item to tonight's City Council meeting. The staff report remains consistent with the June 19, 2018 staff report, however, one new document, Attachment 6, has been added. Due to the timing of the previous Planning Commission public hearing on June 13, 2018, the minutes were not previously available for posting. At this time, the draft minutes from the Planning Commission's public hearing on the Sepulveda Project are now available to provide the City Council with information on the outcome of the Planning Commission's meeting. Staff will also provide more input on the Planning Commission's discussion during the presentation of this item.

The Sepulveda Corridor has been discussed and studied many times over the last 20 years to determine if more intentional planning could result in more development cohesion along this arterial. Recently, there was discussion of a Sepulveda Specific Plan, but rather than undertaking new planning efforts, staff evaluated previous reports and recommended various planning initiatives focused on economic vitality, planning, parking, traffic and overall corridor beautification.

As directed at the September 19, 2017 City Council meeting, staff convened five public meetings with an Ad Hoc Community Working Group, and through their discussions, the Group made a series of recommendations, resulting in The Sepulveda Initiatives Working Group Report (Attachment 2). This report summarizes both the process and outcome of an accelerated effort in response to the following City Council approved Work Plan:

1. Initiate a zone text amendment to:
 - a. Add incentives for the redevelopment of "opportunity sites" for hotels and/or mixed-use developments;
 - b. Possibly limit (but not prohibit) new office uses using a cap, or a locational requirement, or allowing only as part of mixed-use development; and
 - c. Update commercial parking requirements.
2. Amend the Sepulveda Boulevard Development Guide to include standards for addressing the commercial/residential interface on east/west streets and at the rear of commercial properties.
3. Appoint a Working Group committee to work with staff and guide policy alternatives.

DISCUSSION:

This report presents the findings from the Sepulveda Planning Initiatives Ad Hoc Working Group meetings, and the input received from the Planning Commission at their April 25 and May 23 meetings. Due to the timing of the Planning Commission public hearing on June 13 and the posting of this report, staff will provide a verbal update on the outcome from the June 13 Planning Commission public hearing.

Staff is recommending that the City Council receive staff's presentation, open the public hearing, receive public testimony, and discuss the recommendations. Staff is ultimately seeking the adoption of an ordinance governing the Sepulveda Corridor. Attached is a draft code text amendment, consistent with the draft Planning Commission Resolution that was considered on June 13, 2018 to amend the City's zoning ordinance's regulations in relation to height, setbacks, parking as well as uses allowed along Sepulveda Boulevard as part of the General Commercial

(CG) zoning designation. Based upon the input received by the public and the City Council, the draft ordinance will be amended and presented at the July 17, 2018 public hearing.

Development Standards

-
The Working Group discussed developing more flexible development standards in return for desirable uses and features, in an attempt to attract uses and development that was deemed desirable by the Group members. In summary, the Group generally supported flexible development standards related to parking, height, and setbacks as described in further detail below.

Issue #1: Height:

The Working Group indicated that the height limit along the Corridor was one of the biggest obstacles facing development. The maximum allowed height limit within the General Commercial (CG) zoning district is 30 feet. However, a roof pitch of at least four vertical feet for each 12 lineal feet of roof area is required. If the roof pitch is less, the maximum building height is 22 feet unless structure parking is provided at or below ground level. This development limits the maximum allowed height for many structures to only 22 feet, in that, much of the development proposed is often times of modern or contemporary architectural design which is characterized by a flat roof design. The Working Group suggested the following related to height:

Ad Hoc Working Group Input:

- Modifying the height limit to allow contemporary/modern/flat-roof design buildings to be built at 30 feet (i.e. three-story) without the need of a 4:12 roof pitch and without the need to have structure parking at the ground or below ground levels.
- Changing the height limit to allow contemporary/modern/flat-roof design buildings to be built at a height greater than 30 feet (i.e. more than three-story) without the need of a 4:12 roof pitch and without the need to have structure parking at the ground or below ground levels.

Planning Commission Input:

Based on the input received from the Working Group, the Commission generally supported increasing the height limit to allow contemporary/modern/flat-roof design buildings to be built at a height greater than 30 feet and/or up to 40 feet without the need of a 4:12 roof pitch, and without the need to have parking at the ground or below ground levels.

In addition, there was a general consensus to allow roof mounted mechanical equipment and elevator shafts to exceed the maximum allowed height limit, by five feet, so long as it is properly screened and located in an area that would not be visible or adversely impact the surrounding properties.

Although the proposed amendments allow buildings to be built at a higher height, **no additional square footage will be allowed and the maximum allowed square footage will remain the same.** In addition, a Use Permit is required in order to take advantage of the height increase incentive and the applicant would have to demonstrate that no impacts would be generated on the adjacent properties. The ordinance will also include certain criteria that will require project sites to be a minimum depth and square footage in order to qualify to take

advantage of the increased height flexibility.

Issue #2: Setbacks:

The required setbacks within the CG zone along Sepulveda Boulevard are relatively generous as they currently exist. For conventional setbacks, there are almost no required setback standards as part of the CG zoning district with the exception of a required 10 foot front yard setback on the west side of Sepulveda Boulevard and a daylight plane requirement that would require increased setbacks for multi-story buildings. However, if mixed-use development is allowed in the CG zoning district, it may benefit from more relaxed setbacks for all residential portions of the development.

Currently, as part of mixed-use projects, the residential standards for the Residential High Density (RH) district and area district in which the site is located apply to a building intended for residential use, and commercial standards apply to a building or portion of a building intended for commercial use. Reduced setback standards would provide additional flexibility for mixed-use development if it were allowed within the CG zoning district.

Ad Hoc Working Group Input:

- Daylight Plane Requirement: Change the daylight plane requirement in order to allow additional flexibility for new commercial or mixed-use projects. This additional flexibility will only be eligible for uses/projects that are deemed desirable and within the CG zone along Sepulveda Boulevard. Additional flexibility may be needed if additional height is granted (i.e. greater than 30 feet/three-stories).
- Conventional Setbacks: Modify existing setbacks in order to accommodate mixed-use development and provide additional flexibility for all residential portions of a mixed-use project.

Planning Commission Input:

Based on the input from the Working Group, the Commission generally supported allowing flexibility for the daylight plane requirement and unanimously supported allowing mixed-use development within the CG zoning district along Sepulveda Boulevard and supported modifying existing setback standards in order to accommodate mixed-use development and provide flexibility for all residential portions of a mixed-use project. Due to the complexity of modifying the existing mixed-use standards, the Commission supported staff's recommendation to return to the Commission with a code text amendment revising the mixed-use standards to allow additional flexibility within the CG zoning district along Sepulveda Boulevard at a later time.

During the Planning Commission meetings, the public did express concerns regarding the increased height as well as the change to the daylight plane requirement. Currently, the zoning code requires that along a rear property line abutting a residential district, structures shall not intercept a "one-to-one" or 45° daylight plane inclined inward from a height of 15 feet above existing grade at the property line. This has been changed so that along a rear property line abutting a residential district, structures shall not intercept a 60° daylight plane inclined inward from a height of 15 feet above existing grade at the property line. The daylight plane requirement acts as a setback in that it requires buildings to be further setback along the upper floor levels (floor levels above the first floor level) when abutting a residential property at the rear.

Staff has incorporated a minimum lot depth and lot square footage requirement to help alleviate any impacts that may be generated as a result of the modification to the daylight plane requirement. Furthermore, in order for a project to take advantage of the reduction in the daylight plane requirement they would need to secure approval of a Use Permit and demonstrate that no impacts would be generated on the adjacent properties.

Medical Uses Including Medical Office

The Working Group did not recommend any changes to the current requirements for medical office, or any other medical uses. When the Interim Zoning Ordinance expires, no use permits will be required for medical office unless it is for new construction in excess of 5,000 square feet.

The Commission discussed the topic of medical/office uses along the Corridor, and did not suggest incorporating new regulations.

Desirable Uses and Features

In terms of desirable uses and features that the City would receive and/or benefit from in return for more flexible development standards, the Working Group's discussions generally focused on uses that may be lacking along the Corridor, uses that may be present in other areas of the City, or uses that neighboring cities may have.

Issue #3: Uses and Features:

Ad Hoc Working Group Input:

- The Group suggested desirable uses such as high end restaurants, mixed-use development, hotels, and community related amenities like a local theater and/or children's museum.
- The Group commented that there are uses that currently exist, and still support and encourage such neighborhood-serving uses like the local dry cleaners, coffee shop, UPS Store, and others.
- The Working Group did not suggest the need to limit or further regulate office/medical uses on the Corridor. This discussion was raised in response to Interim Zoning Ordinance (IZO) No. 17-0020-U that is currently in effect which prohibits new health care facilities on Sepulveda Boulevard without a Use Permit (Attachment 3).
- The Working Group expressed a desire for beautification along the Corridor and having beautification standards. This could be accomplished through a beautification and improvement fund. There was also a desire to have a more uniform look for improvements in the right of way to achieve consistent design along the Corridor.
- The Working Group also supported other features such as nighttime lighting for pedestrian safety along the Corridor, wider sidewalks and increased buffers on Sepulveda but also along the residential zoning district. Lastly, the group suggested a tourism tax assessment as it relates to hotels.

Planning Commission Input:

The Commission briefly discussed the suggested land uses, and as previously mentioned, the majority of the uses are already allowed uses, with the exception of residential/commercial

mixed-use. The Commission unanimously supported adding mixed-use on the Corridor, however, due to the complexity of modifying the existing mixed-use standards, the Commission supported staff's recommendation to return to the Commission with more information. In addition, the Commission will need to determine which land uses will be eligible to take advantage of the flexible development standards such as setbacks, height, parking requirements and so forth. If mixed-use is allowed, the Commission may establish a mixed-use (residential to commercial) ratio.

Sepulveda Boulevard Development Guide

Issue #4: Amend Sepulveda Boulevard Development Guide:

The Sepulveda Boulevard Development Guide was adopted in 1997. These guidelines are intended to encourage certain desirable elements to be included within development projects on the Corridor, and supplement the City Zoning requirements as part of the discretionary project review and approval process. The guidelines address such issues as vehicular access, pedestrian access, sidewalk dedication, building orientation, visual aesthetics, residential nuisances, landscaping, signs and utility undergrounding. As guidelines, they are not mandatory, like development standards, they instead provide guidance to applicants, staff, the Planning Commission and the City Council when reviewing projects. Although these guidelines were adopted 20 years ago, the majority of the guidelines remain applicable, as confirmed through discussions with the Working Group.

Ad Hoc Working Group Input:

The Working Group generally supported the current guidelines, as written, and recommended fairly minor modifications including:

1. Emphasis on improving the pedestrian experience through wider sidewalks and landscaping, especially on areas of Sepulveda with greater pedestrian use.
2. Emphasis on safe and appealing vehicular points on entry to Sepulveda businesses (especially restaurant, retail and service uses) from perpendicular (west-to-east) access streets oriented to adjacent residential neighborhoods. This includes easier and safer access from the sidewalk as opposed to walking through an existing parking lot not striped for pedestrian access.
3. Desirability of more pronounced buffer zones between commercial and residential zones.
4. If mixed-use residential/commercial development is conditionally permitted on Sepulveda, then specific site design guidelines should be required.
5. Standard requirements for larger discretionary projects:
 - a. Require neighborhood meeting before project submittal
 - b. Recommend initiation of a Neighborhood Traffic Management Plan

Planning Commission Input:

The Commission did not have any concerns about these modifications and support incorporating these five modifications and updating the Sepulveda Boulevard Development Guide.

Commercial Parking

Issue #5: Update Commercial Parking Standards:

Ad Hoc Working Group Input:

The Working Group did not feel that a reduction in parking should be offered as an incentive to attract certain business types, however, it was the general consensus of the Group that the City's commercial parking codes be updated to more closely match the current regional and national parking rates. While many of the City's parking codes are satisfactory, some parking requirements should be modified to prevent parking deficiencies that may cause overflow parking into surrounding neighborhoods or conversely require surpluses that discourage development of desirable uses. Additionally, restaurant and coffee house parking codes should be revised to remove ambiguity in calculating the required parking using seating area. Better definition and certainty of certain parking codes would be beneficial for developers.

The Working Group supported parking agreements which would allow neighboring properties to share parking in order to meet parking demand requirements if one property had a parking surplus. The Working Group also generally agreed that a defined parking reduction would be appropriate for certain mixed-use developments that share the same parking area. It was felt that any significant or atypical reduction would need to be supported by a professional parking study, but could be administratively approved if specific guidelines are established.

Planning Commission Input:

Due to the unique issues related to parking requirements, the Planning Commission supported staff's recommendation that the suggested parking code revisions and amendments be reviewed first by the Parking and Public Improvements Commission (PPIC), then brought back to the Planning Commission in fall 2018, after the other Sepulveda Initiatives have been implemented.

During the Planning Commission meeting, members of the public expressed concerns regarding changes or reduction to the parking standards. To further clarify, no changes to the parking standards are proposed at this time as part of this amendment. The only change to parking involves removing the requirement that the parking be provided at the ground or below ground level as part of the building footprint (as part of Issue # 1). This code amendment is only removing the requirement that the parking be located as part of the building footprint at the ground or below ground level, however, all projects would still have to comply with all requirements and would have to provide off-street parking as part of the project. This portion of the code is being amended, in that, it accomplishes nothing, but to require that the parking be incorporated as part of the building footprint.

Change of Use

The current zoning ordinance requires a Use Permit for a change of use for a single-use tenant improvement project with more than 5,000 square feet of buildable floor area or more than 10,000 square feet of land area and a Master Use Permit for a change of use for a multiple-use tenant improvement project with more than 5,000 square feet of buildable floor area or more than 10,000 square feet of land area. Staff incorporated a provision within the code amendment (MBMC Section 10.44.040.v.) that will not require a Use Permit or Master Use Permit for a change of use so long as the use is permitted by right and the change of use does not intensify the use or parking as part of the project. No additions in square footage will be allowed as part of this provision. This will allow tenant improvement projects within the overlay involving a change of use to secure needed permits and approvals faster and more efficiently without the

need of a Use Permit.

During the Planning Commission meeting on May 23, staff received comments pertaining to this provision from the public. The public had concerns regarding bars or alcohol establishments being allowed without the need of a Use Permit. However, the provision within the code amendment would not allow any intensification in use or parking associated within this provision. It would only allow a change of use for businesses that are permitted by right by the code (as part of Section 10.16.020) and the change in use cannot involve an intensification in use or parking. Also, no net addition of buildable floor area would be allowed in conjunction with this provision.

Senior Housing Option

The recent application by Sunrise Senior Living (“Sunrise Project”) for a development on Sepulveda at the “Goat Hill” site has raised the question of whether senior housing would be another use to consider on Sepulveda.

The existing General Plan designates Sepulveda Boulevard as commercial, not residential. Consistent with the General Plan, Sepulveda Boulevard is zoned General Commercial (CG), and housing is not a permitted use in the Zoning Code. The City’s housing element expressly focuses future housing opportunities in other commercial zones - CD (Downtown), CL (Local) and CNE (North End), not on Sepulveda. There are two RSC (Residential Senior Citizens) zones in the City: Valley Drive where the Belamar Hotel is located, and in the Manhattan Village where the Senior Villas are located.

The Sepulveda Working Group discussed housing as a possible use several times during the meetings, and concluded that housing would be a desirable use as part of a mixed-use project on Sepulveda. This could be rental housing for any demographic, and would be an incentivized use that could request the height bonus. However, the Working Group did not recommend changing the General Plan and Zoning Code to allow stand-alone, single-use residential housing projects.

The Director of Community Development determined that, as a stand-alone, single-use residential housing project with an assisted living component, the Sunrise Project is inconsistent with the General Plan and Zoning Ordinance, and would not be permitted under the zoning code as it is currently written. The applicant contends that the Sunrise Project is a “Residential Care Facility,” a use conditionally permitted in the General Commercial (CG) zoning district with City approval of a Use Permit, and has appealed the Director’s decision to the Planning Commission. The appeal was scheduled for the June 13, 2018 Planning Commission Meeting. The Planning Commission granted the applicant’s request for a continuance of the item to a future meeting.

State housing law, and the Manhattan Beach General Plan and Zoning Ordinance, define senior housing as its own residential use, separate from other types of housing. It would be appropriate for the City Council to discuss the specific need for housing for seniors and whether or not it would be desirable to permit (or conditionally permit) senior housing as a stand-alone use along Sepulveda Boulevard. The City Council has the discretion to direct staff to draft, for City Council consideration: (1) a General Plan amendment and zone text amendment to allow

(or conditionally allow) senior housing in general along Sepulveda; or (2) a zoning map amendment to add the RSC designation to specific locations. The proximity of senior housing to the myriad medical uses on Sepulveda could make this a desirable future location for seniors. Depending on the direction, it could be added to the same Ordinance containing any City Council-directed amendments regarding the Sepulveda Corridor.

POLICY ALTERNATIVES:

ALTERNATIVE #1: Maintain the zoning code as-is without making any amendments.

ALTERNATIVE #2: Consider providing direction for senior housing as a permitted use on Sepulveda Boulevard.

ALTERNATIVE #3: Consider implementing permanent limits on medical uses, including medical office or consider extension of Interim Ordinance No. 17-0020-U (Attachment 2).

PUBLIC OUTREACH/INTEREST:

Public outreach and engagement has been performed since commencement of the project in September 2017. The City convened five public Ad Hoc Working Group meetings from January through March 2018. All meetings had community members in attendance, and staff created and maintained a dedicated webpage where all project specific information was posted to keep the community apprised of the project details and status. All of the information in the Sepulveda Initiatives Working Group Report was derived from feedback directly from the Ad Hoc members at their meetings.

Both the Planning Commission and City Council public hearings were noticed in The Beach Reporter (Attachment 4). Other methods for outreach included a press release, social media postings, mailed notices to all property owners and occupants along the Sepulveda Boulevard Corridor and 4,000 mailed notices to all property owners and occupants within a 500 foot radius of the Sepulveda Boulevard CG zoning district.

Additionally, since all of the Ad Hoc Working Group members are residents or represent those that are a part of this community, these members were instrumental in disseminating information related to this project to those that they represent, their neighbors and fellow community members.

ENVIRONMENTAL REVIEW

The City has reviewed the recommended changes for compliance with the California Environmental Quality Act (CEQA) and has determined that there is no possibility that the proposed enabling ordinance may have a significant effect on the environment; therefore, pursuant to Section 15061(b)(3) Guidelines the activity is not subject to CEQA. Thus, no environmental review is necessary at this time. Depending on City Council direction, additional environmental review may be necessary at a later date (e.g., if the City Council directs staff to draft the ordinance to allow certain uses with a Use Permit.)

LEGAL REVIEW

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

necessary. The City Attorney also concurs with the Director's determination that the Sunrise Project, as proposed, is inconsistent with the General Plan and Zoning Code.

Attachments:

1. Ordinance No. 18-0017 (Draft for Discussion Purposes)
2. Interim Zoning Ordinance No. 17-0020-U
3. Sepulveda Initiatives Working Group Report
4. Public Hearing Notice
5. Draft Minutes from Planning Commission Meeting (June 13, 2018)
6. PowerPoint Presentation

ORDINANCE NO. 18-0017

**AN ORDINANCE OF THE CITY OF MANHATTAN BEACH
AMENDING TITLE 10 OF THE MANHATTAN BEACH
MUNICIPAL CODE, RELATED TO COMMERCIAL
DEVELOPMENT STANDARDS WITHIN THE GENERAL
COMMERCIAL (CG) ZONING DISTRICT LOCATED
ALONG SEPULVEDA BOULEVARD**

THE MANHATTAN BEACH CITY COUNCIL HEREBY ORDAINS AS FOLLOWS:

SECTION 1. On June___, 2018, the Planning Commission conducted a duly noticed public hearing recommended that the City Council adopt text amendments to Title 10 of the Municipal Code to amend the development standards for commercial properties along Sepulveda Boulevard as well as the Zoning Map incorporating the D8-Sepulveda Boulevard Overlay.

SECTION 2. On July 3, 2018 and July 17, 2018, the City Council held a duly noticed public hearing regarding the proposed Zoning Code Amendments.

SECTION 3. The proposed Zoning Code Amendments are consistent with the Manhattan Beach General Plan and implement the following General Plan Goals and Policies:

Land Use Element Goal LU-6: Maintain the viability of the commercial areas of Manhattan Beach.

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

Land Use Element Policy LU-6.3: Recognize the need for a variety of commercial development types and designate areas appropriate for each. Encourage development proposals that meet the intent of these designations.

Land Use Element Policy LU-6.4: Recognize the unique qualities of mixed-use areas and balance the needs of both the commercial and residential uses.

Land Use Element Goal-8: Maintain Sepulveda Boulevard, Rosecrans Avenue, and the commercial areas of Manhattan Village as regional-serving commercial districts.

Land Use Element Policy LU-8.1: Ensure that applicable zoning regulations allow for commercial uses that serve a broad market area, including visitor-serving uses.

SECTION 4. The proposed Amendments have been prepared in accordance with the provisions of Title 7, Division 4, Section 65853, et seq., of the State of California Government Code.

SECTION 5. Municipal Code Section 10.16.020 is hereby amended in its entirety to read as follows:

Section 10.16.020 – CL, CC, CG, CD, CNE districts: land use regulations.

	CL	CC	CG	CD	CNE	Additional Regulations

Nonconforming uses						(H)
Mixed Use	U	-	L-25	U	U	

L-25 Mixed use allowed within the CG district is only allowed within the D8—Sepulveda Boulevard Corridor Overlay.

SECTION 6. Municipal Code Chapter 10.44 is hereby amended in its entirety to read as follows:

"Chapter 10.44 – D Design Overlay District

10.44.010 - Specific purpose and applicability.

The specific purpose of the D design overlay district is to provide a mechanism to establish specific development standards and review procedures for certain areas of the City with unique needs, consistent with General Plan policies. This will ensure that the low-profile image of the community is preserved and neighborhoods protected from adverse effects of noise and traffic. It also will prevent development that may be detrimental to these areas, such as buildings that affect the privacy of adjoining properties or increase shadows.

Eight subdistricts are established:

D1—Rosecrans Avenue, where higher fences in the front-yard setback area are needed to reduce traffic noise;

D2—11th Street, where limitations on building height and density are needed to minimize building bulk and buffer adjoining residences;

D3—Gaslamp neighborhood, where special design standards and review procedures are needed to preserve existing neighborhood character;

D4—Traffic noise impact areas, where higher fences are needed to reduce traffic noise;

D5—North end commercial, where special design standards are needed for the north end commercial area to accommodate additional residential development;

D6—Oak Avenue, where special design standards, landscaping and buffering requirements are needed to allow commercial use of property in a residential area adjacent to Sepulveda Boulevard;

D7—Longfellow Drive area, including residential lots in Tract 14274 located on Longfellow Drive, Ronda Drive, Terraza Place, Duncan Drive and Kuhn Drive, where a special minimum lot area requirement and restriction on subdivision is needed to preserve the character of the neighborhood, including views and privacy, and prevent unwanted impacts from increased traffic, bulk and crowding that would result from increased density.

D8—Sepulveda Boulevard Corridor Overlay, where more flexible development standards are needed in order to continue to promote desirable development, uses and economic vitality within the General Commercial (CG) zone. Only land uses listed as part of Section 10.44.040 (s) are eligible for flexible development standards. All land uses not listed under Section 10.44.040 (s) shall comply with all requirements contained within Chapter 10.16 of this title.

10.44.020 - Zoning map designator and overlay initiation.

- A. The D design overlay district may be combined with any zoning district. Each D overlay district shall be shown on the zoning map by adding a "-D" to the base district designator followed by the appropriate subdistrict number.
- B. A design overlay district may be initiated by the Planning Commission or City Council, or fifty-one percent (51%) of the property owners in the proposed overlay area and otherwise in accordance with applicable materials within Chapter 10.96, Amendments.

(Ord. No. 1832, Amended, 01/17/91; Ord. No. 1838, Renumbered, 07/05/91; Ord. No. 1891, Amended, 01/06/94)

10.44.030 - Land use and development regulations.

The land-use and development regulations applicable in a D district shall be as prescribed for the base zoning district with which it is combined unless modified by another overlay district, provided that the requirements of the schedule on the following page shall be in addition and shall govern where conflicts arise. The individual columns of the schedule prescribe basic requirements for each subdistrict; letters in parentheses or superscript refer to additional regulations following the schedule with cross-references as appropriate to other sections of this title.

(Ord. No. 1832, Amended, 01/17/91; Ord. No. 1838, Renumbered, 07/05/91)

10.44.040 - Building permits to conform to overlay district regulations.

Applications for building permits for projects within a D overlay district shall be accepted only if project plans are consistent with the development regulations of this chapter and with all other applicable requirements of this Code. The regulations imposed by this section shall apply to any new structures or improvements, intensification of use, or enlargement of an existing structure.

D DESIGN OVERLAY DISTRICT: DEVELOPMENT REGULATIONS	
D1—Rosecrans west of Laurel Avenue	D5—North End Commercial
D2—11th and Aviation Boulevard	D6—Oak Avenue Overlay
D3—Gaslamp Neighborhood	D7—Longfellow Drive Area Overlay
D4—Traffic Noise Impact Areas	D8—Sepulveda Boulevard Corridor Overlay

Subdistricts	D-1	D-2	D-3	D-4	D-5	D-6	D-7	D-8
Minimum Site Area	-	-	-	-	-	(o)		-
Minimum Lot Area							(q)	-
Maximum Building Height (ft.)	-	26	26 (c)	-	30 (g)	26		(s)
Minimum Lot Area per Dwelling Unit (sq. ft.)	-	1,800	-	-	-	-		-
Maximum Fence Height (ft.)	6 (a)	-	-	8 (b)	-	-		-
Public Hearing and Environmental Review	-	-	(d)	-	-	-		-
Landscaped Buffer Adjacent to Street (Required width in ft.)	-	-	-	-	(k)	5 (m)		-
Minimum Front Setback, Upper Story (ft.)	-	-	(e)	-	(h)	-		-
Minimum Side Setback (ft.)	-	-	-	-	-	5		-
Required Roof Design	-	-	(f)	-	-	(f)		(s)
Required Building Design	-	-	-	-	-	(n)		-
Vehicular Access	-	-	-	-	(i)	(m)		-
Reduced Parking	-	-	-	-	(j)	-		-
Use Permit Required	-	-	-	-				(v)
Body Art Studios	-	-	-	-	-	(r)	-	-

D DESIGN OVERLAY DISTRICT: DEVELOPMENT REGULATIONS ADDITIONAL REQUIREMENTS

- a. A six-foot (6') fence shall be set back three feet (3') from a front or street side property line and twenty feet (20') from a driveway crossing a public sidewalk.
- b. Increased fence height is permitted for the following areas: (1) Wendy Way between Marine Avenue and 12th Street: Eight feet (8') in rear yard; (2) Marine Avenue between Meadows and Cedar Avenue: Eight feet (8') in rear yard; (3) Marine Avenue between Pacific Avenue and Sepulveda Boulevard: Eight feet (8') in rear or side yards fronting Marine Avenue.
- c. No building shall exceed two (2) stories.
- d. Required for demolition of dwellings or accessory buildings located on a site with two (2) or more lots. No demolition permit may be issued until an environmental assessment is complete and the Planning Commission or Board of Zoning Adjustment has held a public hearing. Notice shall be sent ten (10) days prior to the hearing to all property owners within five hundred feet (500') of the project site.
- e. Minimum depth: Ten percent (10%) of the buildable depth of the lot;
Minimum area: Ten (10) times the lot width in square feet;
Exceptions: One (1) architectural projection no more than eight feet (8') wide may extend four feet (4') into the setback area, and eaves may project four feet (4') into the setback area.
- f. A minimum roof pitch of a three-foot (3') rise in twelve feet (12') of run is required unless the building does not exceed twenty-two feet (22') in height.
- g. No increase over the maximum building height measured from the street property line is permitted for buildings fronting on Highland Avenue, and the twenty percent (20%) allowance of Section 10.60.050(B) does not apply in this subdistrict.
- h. The third story shall be set back ten feet (10') from the front setback line.
- i. Residential projects on the west side of Highland Avenue are not permitted to have vehicular access from Highland Avenue; commercial projects on the east side of Highland Avenue are not permitted to have vehicular access from Crest Drive.
- j. The Planning Commission may allow reduced parking with a use permit for neighborhood-oriented uses such as small retail stores, personal services, and eating and drinking establishments open for breakfast and lunch, subject to the requirements of Section 10.64.050(B).
- k. Residential projects shall include planter boxes at the pedestrian level involving lots of two thousand five hundred (2,500) square feet (or more) along Highland Avenue. For additional site landscaping requirements, see Section 10.60.070,

Landscaping, irrigation and hydroseeding. Conformance with standards specified in Section 10.60.070 may result in landscaping that exceeds the minimum requirements of this section.

- l. A use permit is required for all new construction and major alterations and additions of two thousand five hundred (2,500) square feet or more except construction of or alterations or additions to single-family dwellings fronting on Crest Drive.
- m. A twenty-foot (20') landscaped setback is required along Oak Avenue for any commercial structures, and no vehicular ingress or egress to Oak Avenue is allowed. Until such time that a new project is initiated, existing development with nonconforming access on Oak Avenue, when developed for commercial parking purposes used in conjunction with business fronting upon and having vehicular access to Sepulveda Boulevard shall not utilize vehicular access to Oak Avenue between the hours of 10:00 p.m. to 6:00 a.m. daily.
- n. All commercial structures shall incorporate bay windows, decks, large roof overhangs, and breaks in building facia, as may be needed to reflect a design of residential character.
- o. Sites which utilize RS zoned Oak Avenue properties exclusively for commercial purposes shall be a minimum of twenty-five thousand (25,000) square feet in area. Where the site has multiple owners, the City may permit development on sites containing less than twenty-five thousand (25,000) square feet provided there is a conceptual plan for the whole site showing the relationships between existing and future buildings, landscaping, and the location of parking and tentative phasing of development. All owners must join in application for a D-6 zoning designation and indicate support of the conceptual plan for development of the site.
- p. The uses and related facilities permitted within the CG district may be permitted on RS-D6 zoned Oak Avenue properties, if fronting upon Sepulveda Boulevard, subject to the requirements of this chapter and Chapter 10.16, upon approval of a use permit.
- q. A minimum lot area of seventeen thousand (17,000) square feet (with the exception of 1190 Duncan Drive 1127 Ronda Drive and 1131 Ronda Drive) is required, and further subdivision of any lot within the district is prohibited. The foregoing restrictions shall not prohibit a lot-line adjustment between contiguous parcels pursuant to Section 11.08.010, provided that such lot-line adjustment (1) complies with all of the requirements in Section 11.08.010 and is otherwise exempt from the requirements of the Subdivision Map Act and (2) would not result in any parcel having a lot area of less than seventeen thousand (17,000) square feet. This overlay applies to properties described as Lots 23 through 30, inclusive, and 32 through 39, inclusive, in Tract 14274 and located on Longfellow Drive, Ronda Drive, Terraza Place, Duncan Drive and Kuhn Drive.
- r. Body art studios are not permitted in the D6 Oak Avenue Overlay District or on CG zoned parcels adjacent to D6 Oak Avenue Overlay parcels.

(Ord. No. 1832, Amended, 01/17/91; Ord. No. 1838, Renumbered, 07/05/91; Ord. No. 1860, Amended, 10/29/92; §§ 3, 4, 5, Ord. 1972, eff. November 20, 1997; § 2 (part), Ord. 2062, eff. October 7, 2004; § 7, Ord. 2146, eff. August 4, 2011 and § 2, Ord. 2155, eff. February 17, 2012)

- s. Projects including substantial components of the following land uses on sites with at least 135 feet in depth and 20,000 square feet of lot area are eligible to take advantage of flexible development standards contained as part of Sections 10.44.040 (t) and (u) subject to a use permit:
 - I. High End Sit Down Restaurants
 - II. Hotel
 - III. Mixed Use Development
 - IV. Museums that meet the definition of Cultural Institutions
 - V. Community Theatres that meet the definition of Commercial Recreation and Entertainment
- t. The maximum building height for buildings with uses listed as part of section 10.44.040 (s) shall be forty (40) feet without the need a roof pitch or structure parking at or below the ground level. Roof mounted mechanical equipment and elevator shafts are allowed to exceed the maximum allowed height limit, by five feet, so long as they are properly screened and located in an area that would not be visible or adversely impact the surrounding properties. A study may be required by the Community Development Director showing that no impacts will be generated on adjacent residential properties.
- u. Along a rear property line abutting an R district, structures shall not intercept a sixty-degree (60°) daylight plane inclined inward from a height of fifteen feet (15') above existing grade at the property line with approval of a Use Permit. A study may be required by the Community Development Director showing that no impacts will be generated on adjacent residential properties.
- v. Projects involving a change of use (single use or tenant project) shall not be required to obtain a use permit so long as the use is permitted by right as prescribed in Section 10.16.020 of this Title and the change of use does not constitute an intensification in use or parking, regardless of buildable floor area. No net addition of buildable floor area shall be allowed in conjunction with this provision.

SECTION 7. The City of Manhattan Beach Zoning Map is hereby amended to incorporate the D8- Sepulveda Boulevard Corridor Overlay.

SECTION 6. CALIFORNIA ENVIRONMENTAL QUALITY ACT EXEMPTION.
The City Council determines that this ordinance is exempt from environmental review under the California Environmental Quality Act (California Public Resources Code §§

21000, et seq., “CEQA”) and the regulations promulgated thereunder (14 California Code of Regulations §§ 15000, et seq., the “CEQA Guidelines”). It can be seen with certainty that there is no possibility that the adoption of this Ordinance, and the amendments to the commercial development standards or the zoning map established hereby, may have a significant effect on the environment. The adoption of this Ordinance is therefore not a “project” within the meaning of CEQA and is exempt pursuant to CEQA Guidelines Section 15061(b)(3).

SECTION 7. INTERNAL CONSISTENCY. Any provisions of the Municipal Code, or any other resolution or ordinance of the City, to the extent that they are inconsistent with this Ordinance are hereby repealed, and the City Clerk shall make any necessary changes to the Municipal Code for internal consistency.

SECTION 8. SEVERABILITY. If any part of this Ordinance or its application is deemed invalid by a court of competent jurisdiction, the City Council intends that such invalidity will not affect the effectiveness of the remaining provisions or their application and, to this end, the provisions of this Ordinance are severable.

SECTION 9. SAVINGS CLAUSE. Neither the adoption of this Ordinance nor the repeal or amendment by this Ordinance of any ordinance or part or portion of any ordinance previously in effect in the City, or within the territory comprising the City, shall constitute a waiver of any license, fee or penalty or the penal provisions applicable to any violation of such ordinance

SECTION 10. CERTIFICATION. The City Clerk shall certify to the passage and adoption of this Ordinance and shall cause this Ordinance to be published within 15 days after its passage, in accordance with Section 36933 of the Government Code.

SECTION 11. EFFECTIVE DATE. This Ordinance shall go into effect and be in full force and effect at 12:01 a.m. on the 31st day after its passage.

ADOPTED on _____, 2018

AYES:
NOES:
ABSENT:
ABSTAIN

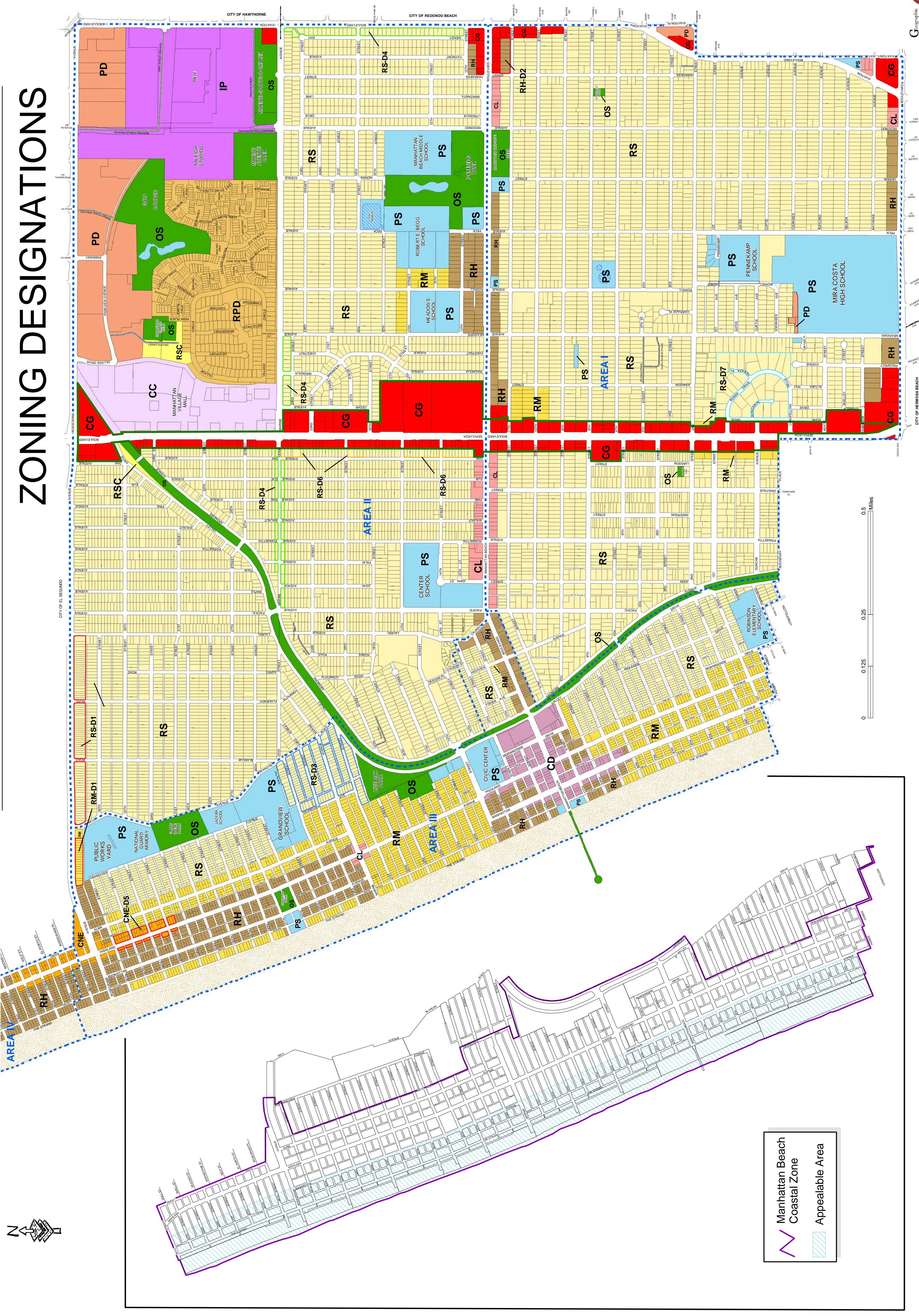
AMY HOWORTH
Mayor

ATTEST:

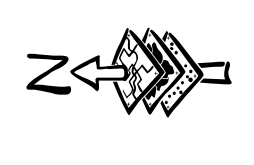
LIZA TAMURA
City Clerk

CITY OF MANHATTAN BEACH

ZONING DESIGNATIONS

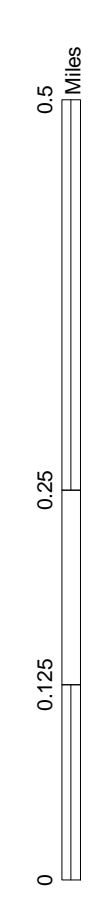


- Area District Boundaries**
- Zoning Designations & Overlays**
- Residential Districts**
 - RS Residential Single Family
 - D1-Design Review -Rosecrans Avenue
 - D3-Design Review -Gaslamp Neighborhood
 - D4-Design Review -Traffic Noise Impact Area
 - D6- Design Review -Oak Avenue
 - D7- Design Review -Longfellow Drive
 - D8- Design Review -Sepulveda Corridor
 - RM Residential Medium Density**
 - D1- Design Review -Rosecrans Avenue**
 - RH Residential High Density**
 - D2- Design Review -11th Street**
 - RPD Residential Planned Development**
 - RSC Residential Senior Citizen**
 - Commercial Districts**
 - CL Local Commercial
 - CC Community Commercial
 - CG General Commercial
 - CD Downtown Commercial
 - CNE North End Commercial
 - D5- Design Review -North End Commercial
 - Other Districts**
 - PD Planned Development
 - IP Industrial Park
 - PS Public and Semi-Public
 - OS Open Space



Manhattan Beach Coastal Zone

Appealable Area



Information shown on these maps are derived from public records that are constantly undergoing change. The City does not guarantee the positional or the thematic accuracy of the GIS data.



ORDINANCE NO. 17-0020-U

AN INTERIM ORDINANCE OF THE CITY OF MANHATTAN BEACH
EXTENDING AND AMENDING INTERIM ORDINANCE NO. 17-0015-U
PROHIBITING THE ESTABLISHMENT OF NEW HEALTH CARE
FACILITIES ON SEPULVEDA BOULEVARD WITHOUT A USE
PERMIT AND DECLARING THE URGENCY THEREOF

THE MANHATTAN BEACH CITY COUNCIL DOES ORDAIN AS FOLLOWS:

SECTION 1. Extension and Amendment of Interim Ordinance. Ordinance No. 17-0015-U, adopted August 7, 2017, provides that no application for a building permit, site plan review, or any land use entitlement shall be accepted for processing or approved for the conversion of any existing space to, or the construction of a new building for the establishment of any Health Care Facility on Sepulveda Boulevard unless the City has issued a use permit for such use prior to adoption of Ordinance No. 17-0015-U. Ordinance No. 17-0015-U is hereby amended to require a use permit prior to the conversion of any existing space to, or the construction of a new building for the establishment of any Health Care Facility on Sepulveda Boulevard. As amended, Ordinance No. 17-0015-U is hereby extended for 10 months and 15 days to and including August 6, 2018. For purposes of this Ordinance, Health Care Facility includes but is not limited to:

- A. Medical or dental offices, including, but not limited to, licensed or certified physicians, psychologists, psychiatrists, dentists, and chiropractors;
- B. Medical or dental laboratories, either as a primary use or incidental to an office use;
- C. Emergency health care facilities, hospitals, medical clinics and urgent care facilities;
- D. Assisted care facilities;
- E. Any residential care facility or adult day health center; and
- F. Convalescent facilities.

SECTION 2. This Ordinance does not apply to residential care facilities that serve six or fewer persons.

SECTION 3. Alleviation Measure Report. In accordance with California Government Code Section 65858(d), the City Council issued a written report describing the measures taken to alleviate the condition that led to the adoption of Ordinance No. 17-0015-U.

SECTION 4. Term. This Ordinance is an urgency ordinance for the immediate preservation of the public peace, health and safety within the meaning of Government Code Sections 65858 and 36937(b) and therefore shall be passed immediately upon its introduction and shall become effective immediately upon its adoption. This Ordinance shall expire on August 6, 2018, unless extended by the City Council at a regularly noticed public hearing pursuant to California Government Code Section 65858.

SECTION 5. Hardship Exemption. In lieu of applying for a use permit, a property owner may apply for an exemption to this Ordinance based upon hardship. Hardship exemption applications shall be filed in writing with the Director of Community Development and shall contain all documentation relied upon to support the hardship claim. A hardship exemption application must be filed no later than 10 days in advance of a regular meeting of the City Council in order to be considered at such meeting; otherwise the application shall be considered at the following regular meeting. The City Council shall grant a hardship exemption upon making a finding that denial of the exemption and requiring a use permit prior to establishing a Health Care Facility would result in the applicant being deprived of all economically viable use of the property. The City Council may consider other factors in order to determine hardship.

SECTION 6. CEQA Finding. The City Council hereby finds that it can be seen with certainty that there is no possibility that the adoption of this Ordinance would have a significant effect on the environment, because the Ordinance will impose greater limitations on development in the City by temporarily requiring a use permit for new Health Care Facilities, and will thereby serve to reduce potential significant adverse environmental impacts. It is therefore exempt from California Environmental Quality Act review pursuant to Title 14, Section 15061(b)(3) of the California Code of Regulations.

SECTION 7. Penalty. Violation of any provision of this Ordinance shall constitute a misdemeanor and shall be punishable by a fine not to exceed \$1,000 or by imprisonment for a period not to exceed six months, or by both such fine and imprisonment. Each and every day such a violation exists shall constitute a separate and distinct violation of this Ordinance. In addition to the foregoing, any violation of this Ordinance shall constitute a public nuisance and shall be subject to abatement as provided by all applicable provisions of law.


SECTION 8. Findings. In adopting Ordinance No. 17-0015-U on August 7, 2017, the City Council made a number of legislative findings to support the adoption of that ordinance on an urgency basis. The City Council hereby extends Ordinance No. 17-0015-U on an urgency basis based upon those findings, incorporated herein by reference as if set forth in full, and the following findings. Additional time is necessary to study, plan, and develop appropriate regulations for new health care facilities along Sepulveda Boulevard. The recent proliferation of these use types along Sepulveda Boulevard has a detrimental impact on economic development goals, potential sales tax revenues, the diversity of commercial land uses, and the activation of pedestrian activity. Currently, the City is assessing the variety of health care options in the City. Due to the lack of specific use classifications, many of these health care-related uses are treated as a type of professional office and approved ministerially while others require discretionary approval. The ministerial approval of some, but not all, types of health care facilities adversely affects the variety of health care options in the City. To prevent an unbalanced mix of uses and health care options to serve the needs of residents, the City is currently studying and considering appropriate regulatory options to modernize its use classifications and definitions for health-related uses. This Ordinance is necessary to prevent the establishment of additional health care facilities that may be incompatible with surrounding uses while the City studies the appropriate locations and consistent standards for these uses.

The City Council finds that property owners are likely to submit applications for land use entitlements to establish health care facilities. The City intends to study and adopt permanent regulations within a reasonable time. The Department of Community Development, Planning Commission, the City Council, and the people of Manhattan Beach require a reasonable, limited, yet sufficient amount of time to consider and establish permanent regulations to allow needed health care facilities without causing a detrimental effect to the general welfare in the City. Given the time required to study and prepare new regulations, conduct duly noticed public hearings before the Planning Commission and the City Council, the City Council finds that this Ordinance is necessary to prevent the unregulated establishment of additional health care facilities and continued proliferation of new health care facilities.

Based upon the foregoing, the City Council hereby finds that there is a current and immediate threat to the public health, safety, or welfare if new health facilities were established on Sepulveda Boulevard without a use permit, and that, unless a use permit is granted, the approval of additional subdivisions, variances, building permits, or any other applicable entitlement for such uses which is required in order to comply with the City's Zoning Ordinance would result in that threat to public health, safety, or welfare. Due to the foregoing circumstances, it is necessary for the preservation of the public health, safety, and welfare for this Ordinance to take effect immediately. This Ordinance is an urgency ordinance for the immediate preservation of the public peace, health, and safety within the meaning of Government Code Sections 65858 and 36937(b) and therefore shall be passed immediately upon its introduction and shall become effective immediately upon its adoption.

ADOPTED on September 19, 2017.

AYES: Montgomery, Hersman, Napolitano, Howorth and Mayor Lesser.
NOES: None.
ABSENT: None.
ABSTAIN: None.



DAVID LESSER
Mayor

ATTEST:



LIZA TAMURA
City Clerk



WORKING GROUP SUMMARY REPORT

APRIL 2018

PREPARED BY:
COMMUNITY DEVELOPMENT DEPARTMENT





The City of Manhattan Beach would like to acknowledge and thank the Ad Hoc Working Group Committee, special guest speakers as well as members of the community that participated in the Sepulveda Initiatives Project.

Ad Hoc Working Group Members and Guests

Jordan Austin
Joe Berro
Phillip Cook
Carol Glover
Mike Grannis
Heath Gregory
Kate Hirsh
Jan Holtze
Margo Lang
Mark Lipps
Larry Kosmont
Simon Mattox
John McLellan

Shane Mengel
Heather Miller
Lauren Nakano
Eileen Neill
Cynthia Palm
Steve Schlesinger
Michael Smith
Bradley Sperber
Jacqueline Sun
Stewart Thompson
Sher Willis
Don Ziss
Robert Zwissler

City Staff

Anne McIntosh, Community Development Director
Laurie Jester, Planning Manager
Nhung Madrid, Project Manager
Erik Zandvliet, City Traffic Engineer
Rafael Garcia, Assistant Planner



Executive Summary

This report summarizes both the process and results of an accelerated effort that was initiated by the Manhattan Beach City Council in September 2017, and conducted by City Staff to prepare the Sepulveda Initiatives Working Group Summary Report.

Background and Purpose

Sepulveda Boulevard is a major transportation corridor for the South Bay region. In Manhattan Beach, the corridor runs north-south through the heart of the City, functions as a commercial corridor and houses major tenants such as the Manhattan Village Mall and Shopping Center, Toyota, Skechers headquarters, as well as medical facilities, financial institutions, beauty salons, fitness studios, automotive shops and small local businesses.



The Sepulveda Corridor has been discussed and studied many times over the years to determine if more intentional planning could result in more development cohesion along this arterial. Most recently, there was discussion of a Sepulveda Specific Plan. Rather than undertaking new planning efforts, Staff evaluated previous reports and recommended various planning initiatives focused on economic vitality, planning, parking, traffic and overall



corridor beautification.





City Council Direction

At the Sept. 19, 2017 City Council meeting, Council directed staff to move forward with the Sepulveda Corridor Planning Initiatives and focus the study on items related to economic vitality, planning, parking, traffic and corridor beautification. As directed, staff will:

1. Initiate a zone text amendment to:
 - A. Add incentives for the redevelopment of “potential sites” for hotels or mixed use developments;
 - B. Possibly limit (but not prohibit) new office uses using a cap, or a locational requirement, or allowing only in a mixed use project; and
 - C. Update commercial parking requirements.
2. Amend the Sepulveda Boulevard Development Guide to include standards for addressing the commercial/residential interface on east/west streets, and at the rear of the commercial properties.
3. Appoint a working group committee to work with Staff and guide policy alternatives.



Community Engagement and Outreach

On November 19, 2017, the City Council approved the Sepulveda Planning Initiatives Work Plan and established a Working Group to be appointed by the City Manager. The Working Group's role is to discuss and provide input on City Council's defined Work Plan.



Ad Hoc Working Group

To form the Ad Hoc Working Group, staff engaged the community and received interest from approximately two dozen individuals interested in volunteering their time to work with Staff on this project. Working Group members represented a cross-section of the community including residents, both Sepulveda Boulevard adjacent, and those representing other neighborhoods in town, Sepulveda business owners, Sepulveda property owners, commercial developers, real estate professionals and financiers, all with familiarity of the Corridor's economic health. Initially, staff anticipated meeting with the Working Group a total of three times from January through March. However, due to the Group's robust discussions related to the topic at hand, two additional meetings were added to the project's accelerated timeline. To allow for transparency



in the process, all meetings were posted on the City's website, and community members were in attendance at every Working Group meeting.

Ad Hoc Working Group Meetings

The City convened five Ad Hoc Working Group meetings and discussed the following:

Meeting #1: January 8, 2018

- Ad Hoc Members and Staff Introductions
- Genesis of Project and Sepulveda Corridor Background Information
- Discussion and Development of Strategic Initiatives and Goals
- Planning Overview and Design Guidelines Overview
- Potential Sites Overview

Meeting #2: January 30, 2018

- Guest Speaker Mr. Larry Kosmont—Presentation related to Development Opportunity Reserve (D.O.R.) and other Planning Tools
- Finalized the Sepulveda Initiatives Working Group Strategic Initiatives and Goals

Meeting #3: February 12, 2018

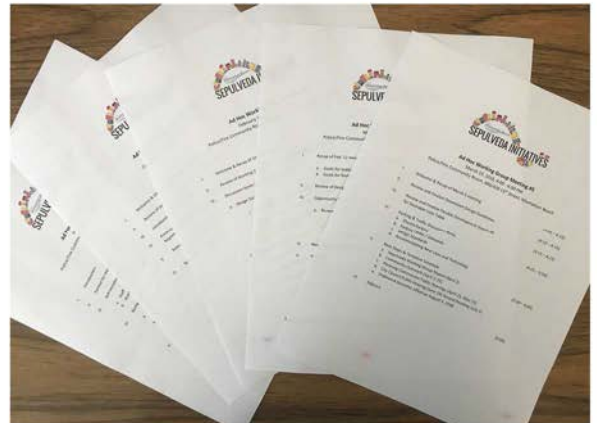
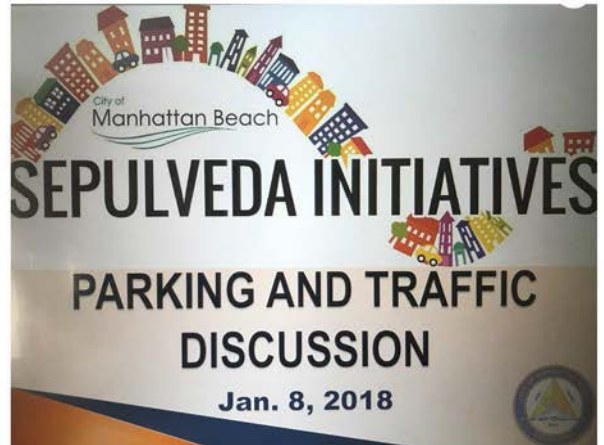
- Guest Speakers Jacqueline Sun & Lauren Nakano from Beach Cities Health District—Brief overview of Living Streets Policy and Walking Audit Tool
- Reviewed current Sepulveda Boulevard Development Guide and group discussion and input on amendments to Guide

Meeting #4: March 5, 2018

- Finalized Working Group's input for Sepulveda Boulevard Development Guide
- Group Discussion related to Potential Sites and input for Flexible Development Standards for Desirable Uses Table

Meeting #5: March 19, 2018

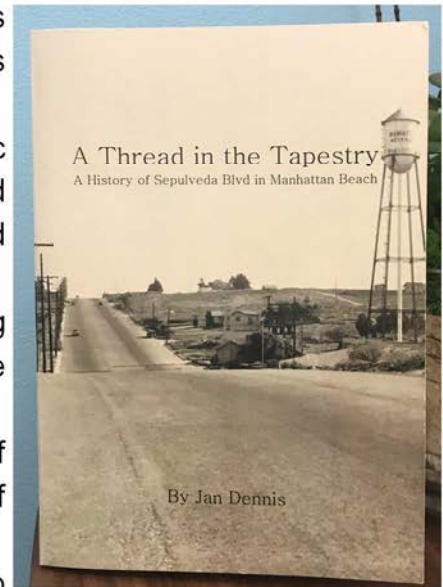
- Finalized Flexible Development Standards for Desirable Uses Table
- Parking and Traffic Discussion related to shared parking, parking codes/demands, design standards and new uses and technology



Background Information

To help set the context and purpose of the Sepulveda Initiatives Project and the vision and goals for the corridor, Staff shared information about the Corridor's history and the various plans that have been completed over the last 20 years, which included the following:

- Sepulveda Boulevard Development Guide (1997) - Guidelines intended to encourage certain desirable elements and used as a supplement to the Zoning Code requirements.
- Sepulveda Boulevard Corridor Study (2008) - Economic development report of existing conditions, economic and financial considerations, land use considerations, and potential street acquisition.
- Sepulveda Boulevard Parking Study (2010) - Potential parking impacts of parking prohibitions along the west side of the Corridor.
- Sepulveda Business Owners Meeting (2012) - Discussion of future plans for the Corridor and possible formation of a Business Improvement District (BID).
- PCH Corridor Study (2009-14) - SBCCOG study related to capacity enhancement projects along Corridor.
- Sepulveda Boulevard Parking Study (2014) - Removal of street parking on East side of Sepulveda.
- Oak Ave Neighborhood Study (2017) - Neighborhood traffic study related to traffic intrusion from the Manhattan Village Shopping Center/Mall.
- Gelson's Neighborhood Traffic Study (TBD) - Traffic study to determine project related traffic and parking intrusion from the new development.



Strategic Initiatives and Goals

This detailed background information help set the context for discussing City Council's direction for the project, the role of the Working Group, Staff's role in this process, anticipated project deliverables, various existing, new and proposed developments, and current development trends. Additionally, staff reviewed "potential sites", and clarified that although these sites have been identified by staff, any potential amendments to the Guide and Zoning Code would be applicable to the entire corridor (CG Zone).

With an understanding of the project and the Working Group's role, the Group crafted the following strategic initiatives (on page 8) to provide a common goal to guide future Working Group meeting discussions.



Sepulveda Working Group Strategic Initiatives

(Input on 1/8/18 and revised at 1/30/18 meeting)

- Feedback from group affirmed vision for Sepulveda Blvd as stated in the General Plan*
- Balance existing, community-serving businesses and uses with new high-demand (office, medical) or high-desire (restaurants, services) projects
- Openness to mixed use on Sepulveda (hotel/retail, residential/commercial) but NOT standalone residential
- Desire for beautification of the entire length of the boulevard – aesthetics, pedestrian experience, public amenities
- Consider including distinct Daytime/Nighttime uses
- Only moderate changes to urban form (i.e., height, scale)
- Greater opportunities for potential land use improvement south of Manhattan Beach Boulevard. Some opportunities on the west side north of Manhattan Beach Boulevard.

* “Sepulveda Boulevard is the only State Highway in Manhattan Beach. As a major transportation corridor for the South Bay region, Sepulveda also functions as a commercial corridor. With the heavy traffic volumes and associated noise impacts, adequate buffering of the residential uses behind Sepulveda from such impacts is important. The scale and character of commercial development along Sepulveda is also an important community concern. In response to these issues, the City adopted the Sepulveda Boulevard Design Guidelines to provide a framework for future development along this corridor.”

– Manhattan Beach General Plan, Adopted 2003, Land Use Element, Part I, page 12

Incentives for Potential Sites

The main discussion that the Working Group focused on was developing more potential flexible development standards in return for desirable uses and features, in an attempt to attract uses and development that was deemed desirable by the Group. In summary, the Working Group generally supported flexible development standards for potential sites related to height, setbacks, and parking.

Height

The Working Group indicated that the height limit along the Sepulveda Corridor was one of the biggest obstacles facing development. The maximum allowed height within the General Commercial (CG) zoning district is 30 feet. However, a roof pitch of at least four (4) vertical feet for each twelve (12) lineal feet of roof area is required. If the roof pitch is less, the maximum building height is twenty-two feet (22') unless structure parking is provided at or below the ground level.

This development standard limits the maximum allowed height for many structures to only 22 feet, in that, much of the development proposed is often times of modern or contemporary architectural design which is characterized by a flat roof design.

The Working Group supported redacting the need for a roof pitch in order to build up to 30 feet in height. The Group also indicated that they were supportive of taller development for specific type of uses such as mixed-use development and hotels (45 feet).



Height (Continued)

Lastly, the Working Group indicated that they were supportive of allowing additional flexibility as part of the daylight plane requirement for desirable development and uses. Currently, along a rear property line abutting a residential district, the zoning code does not allow structures to intercept a 1:1 or forty-five-degree (45°) daylight plane inclined inward from a height of fifteen feet (15') above existing grade at the property line. Along a side property line abutting a residential district, structures are not allowed to intercept a sixty-degree (60°) daylight plane inclined inward from a height twenty feet (20') above existing grade at the property line. These standards have the potential to impact the height of new multi-story development along Sepulveda Boulevard.

Setbacks

There are almost no required setback standards as part of the CG zoning district with the exception of a required ten (10') foot front yard setback on the west side of Sepulveda Boulevard and a daylight plane requirement that would require increased setbacks for multi-story buildings.

However, if mixed-use development was allowed in the CG zoning district, it could benefit from reduced setbacks for all residential portions of the development. Currently, as part of mixed-use projects, the residential standards for the RH district and area district in which the site is located apply to a building intended for residential use, and commercial standards apply to a building or portion of building intended for commercial use. Reduced setback standards would provide additional flexibility for a mixed-use project if they were allowed within the CG Zoning District. The Working Group did not object to the use of any side landscaping setbacks between adjacent commercial properties for parking as long as the minimum landscaping requirements are met.



Desirable Uses and Features

In terms of desirable uses and features that the City would receive and/or benefit from in return for more flexible standards, the Group's discussions generally focused on uses that are currently lacking along the Corridor, uses that may be present in other areas in the City, such as Downtown, or uses that neighboring cities may have. The Group suggested desirable uses such as high-end restaurants, mixed-use development, hotels, community related amenities such as a local theater and/or children's museum. The Group also commented that there are uses that currently exist, and still support and encourage such as neighborhood serving uses like the dry cleaners, UPS Store, coffee shops, etc.



During the discussion of desirable features, the majority of Working Group members expressed a desire for beautification along the corridor and having standards for beautification is a desirable feature. Additionally, the Group generally supported other features such as a tourism tax assessment, beautification and improvement funds, additional safety features such as nighttime lighting for pedestrians, wider sidewalks and increased buffers along Sepulveda Boulevard and along residential zoning districts; and more uniform right of way improvements in order to achieve a consistent design along Sepulveda.

Desirable Uses (what we're getting)	Desirable Development Standards (what we're giving)
<ul style="list-style-type: none"> 1. HIGH END RESTAURANTS - NIGHTTIME USE 2. MIXED USE <ul style="list-style-type: none"> - SHARED OFFICE - COMMUNITY THEATER - CHILDREN'S MUSEUM - HOTEL - SERVICES - LIKE ENVY W/O (UPS...) - ON MIXED USES - BEG. LESS COMMERCIAL; DATIO NOT TOO HIGH 	<ul style="list-style-type: none"> • DAYLIGHT PLANE FLEXIBILITY • PARKING - SHADED W/ ADJ. PROPERTY FOR DAY/NIGHT USAGE • SHARED PARKING • HEIGHT - MESSAGE DIFFERENTLY (FLEXIBILITY) • REDUCE SETBACKS • ELIMINATE 4/12 ROOF PITCH • DATE MID SITE 40-45 FT DESIRABLE PUB. HOTEL
Desirable Features	
<ul style="list-style-type: none"> • TOURISM TAX ASSESSMENT • DEVELOPMENT IMPACT FEES • BEAUTIFICATION - IMPROVEMENT FUND (MEDIAN/ROW) • SAFETY (NIGHTTIME LIGHTING) • LANDSCAPING - TREES • BEAUTIF. ON FRONT & BACK SIDE • STANDARD ROW IMPROVEMENTS (RB SIDEWALK EXAMPLE) 	

Update Commercial Parking Requirements

Parking Standards

The Working Group supported parking agreements which would allow neighboring properties to share parking in order to meet parking demand requirements if one property had a parking surplus. The Group was also supportive of shared parking management plans which would allow additional flexibility for multi-tenant commercial centers. This would allow staff to give special consideration to commercial centers that may have businesses with hours of operation that are staggered or have different peak periods. Additionally, certain uses may have unique parking demand needs that are not adequately addressed by existing parking standards contained within the City's existing zoning ordinance.



Parking Codes

It was the general consensus of the Working Group that the City's commercial parking codes be updated to more closely match the current regional and national parking rates. While many of the City's parking codes are satisfactory, some parking requirements should be modified to prevent parking deficiencies that may cause overflow parking into surrounding neighborhoods or conversely require surpluses that discourage development of desirable uses. Additionally, restaurant and coffee house parking codes should be revised to remove ambiguity in calculating the required parking using seating area. Better definition and certainty of certain parking codes would be beneficial for developers.





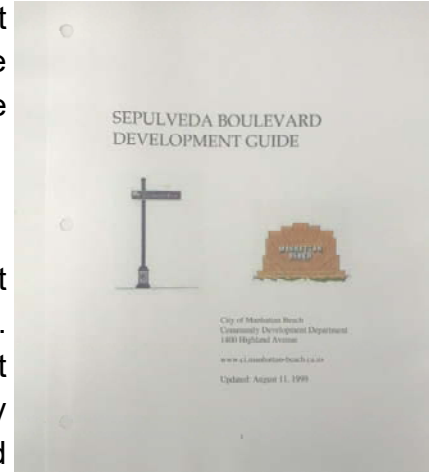
Update Commercial Parking Requirements (Continued)

Parking Reduction

The Working Group generally agreed that a defined parking reduction would be appropriate for certain mixed-use developments, such as Retail-Restaurant, Retail-Office, Retail-Residential and Office-Residential uses that share the same parking area. It was felt that any significant or atypical reduction would need to be supported by a professional parking study, but could be administratively approved if specific guidelines are established.

Design Guidelines

Parking dimensions and loading zones were discussed briefly, but no major changes were suggested by the Working Group. However, the Group agreed that parking design standards that improved safety should be encouraged, such as longer entry throats, deceleration lanes (for larger parking lots), dedicated pedestrian paths, limited parking lot entrances/exits, and smoother parking lot flow. The elimination of street parking on Sepulveda Boulevard could be supported if convenient parking can be provided for those businesses that currently rely on street parking.





Sepulveda Boulevard Working Group Update to Commercial Parking Requirements (Input From 3/19/18 Meeting)

Parking Standards:

- Parking agreements to allow neighboring properties to share parking
- Shared parking management plans to allow additional flexibility for multi-tenant commercial centers

Parking Codes:

- Update to more closely match the current regional and national parking rates
- Better definition and certainty of certain parking codes would be beneficial for developers
- Some parking codes may need to be modified to prevent parking deficiencies that may cause overflow parking into surrounding neighborhoods
- Restaurant and Coffee house parking codes should be revised to address ambiguity

Parking Reduction:

- Defined parking reduction would be appropriate for certain mixed-use developments
- Significant or atypical reductions would require a professional parking study

Design Guidelines:

- No changes suggested to parking dimensions and loading zones
- Design standards that improve safety should be encouraged such as:
 - ◆ Longer entry throats
 - ◆ Deceleration lanes (for larger parking lots)
 - ◆ Dedicated pedestrian paths
 - ◆ Limited parking lot entrances/exits
 - ◆ Smoother parking lot flow
- Potentially eliminate parking on Sepulveda if convenient parking can be provided for those businesses that rely on street parking

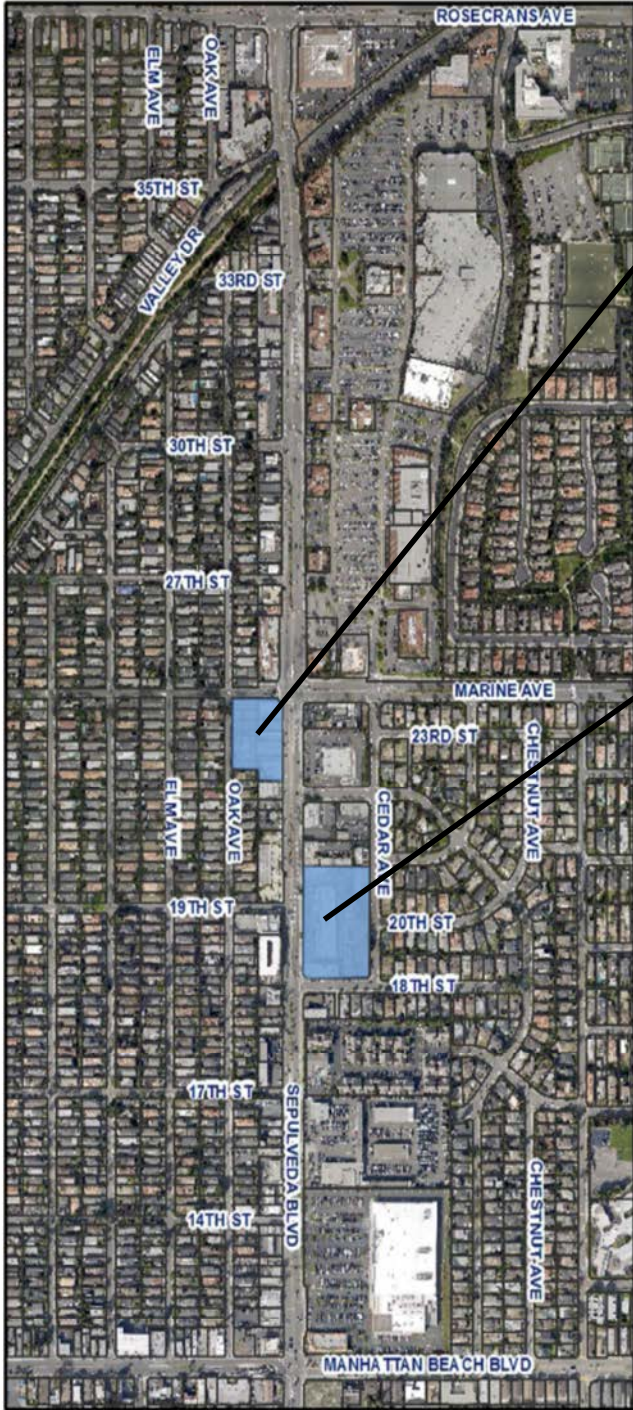
Potential Sites*
(Artesia to MBB)



*Additional potential sites may exist that are not identified on the map above.

Potential Sites*

(Rosecrans to MBB)



*Additional potential sites may exist that are not identified on the map.



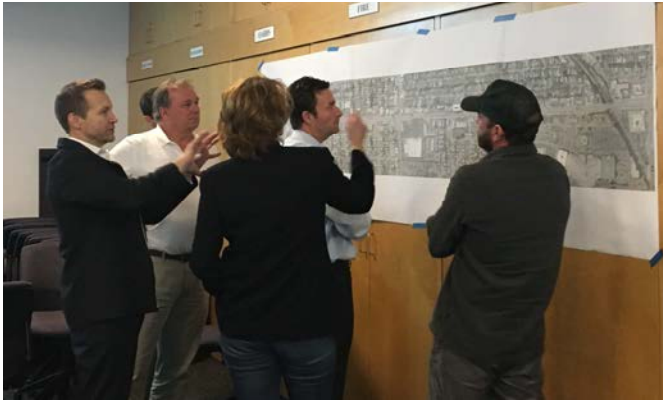
Flexible Development Standards for Desirable Uses

(Input from 3/12/18 and finalized on 3/19/18)

Desirable Uses (What the City is Gaining)	Flexible Development Standards (What the City is Offering)
<ul style="list-style-type: none"> • High end restaurants <ul style="list-style-type: none"> ◊ Nighttime uses ◊ Vehicular and pedestrian access to restaurants needs to make sense for residents • Mixed Use <ul style="list-style-type: none"> ◊ Shared office ◊ Affordable residential on top ◊ Residential on top with commercial on bottom ◊ Require less commercial/ratio not too high • Community Theater • Children’s Museum • Hotel • Maintain existing neighborhood serving uses (UPS Store, Dry Cleaners, Coffee Shops, etc.) 	<ul style="list-style-type: none"> • Parking <ul style="list-style-type: none"> ◊ Shared parking allowance between adjacent properties for day/night/weekend usage ◊ Shared parking reduction for multi-tenant (staggered uses) ◊ Parking allowed within side landscaping setbacks between commercial properties ◊ Standardization of parking codes ◊ Less stringent parking variance criteria • Flexibility in height for hotels and mixed use <ul style="list-style-type: none"> ◊ Measure differently ◊ Eliminate 4/12 roof pitch ◊ Daylight plane flexibility ◊ Height up to 45 feet
Desirable Features (What the City is Gaining)	
<ul style="list-style-type: none"> • Tourism Tax Assessment (Not increase in TOT) • Beautification/Improvement Fund <ul style="list-style-type: none"> ◊ Improve ROW/Medians ◊ Trade-off private for public ◊ Landscaping and trees ◊ Beautification on front and back side of property • Safety features (Nighttime lighting) • Wider sidewalk and buffers on Sepulveda and residential sides of property • Standard ROW Improvements <ul style="list-style-type: none"> ◊ Uniform look (Redondo Beach example of same pavers in sidewalk, City provides, property owner installs) 	

Sepulveda Boulevard Development Guide

The Sepulveda Boulevard Development Guide and related Zone Regulation modifications from 1997 are intended to encourage certain desirable elements to be included within development projects on the Corridor and are intended to supplement the City Zoning requirements as part of discretionary project review and approval process.



Although these guidelines were adopted over 20 years ago, the majority of the guidelines remain applicable, as confirmed through discussions with the Working Group. Staff reviewed and discussed each element (signs, reciprocal access, right turn pockets, driveway throat, sidewalk dedication, building orientation, visual aesthetics, residential nuisances, pedestrian access, and landscaping), and the Group generally supported fairly minor modifications to the Guide.

The Working Group emphasized improving the pedestrian experience by incorporating a variety of desirable amenities such as wider sidewalks; increased landscaped areas along the right-of-ways; and increased buffer zones between commercial and residential properties to minimize impacts that may be generated by commercial properties and uses. The Working Group also indicated that providing pedestrian and vehicular accessibility to commercial properties from east-west residentially oriented streets was desirable. Some of the Working Group members indicated that residents have a difficult time accessing businesses and shopping centers on Sepulveda Boulevard without driving onto Sepulveda. They suggested that providing driveway aprons and pedestrian oriented access points off of residentially oriented side streets will allow neighboring residents to access these commercial centers and businesses without having to drive onto Sepulveda Boulevard.



The group was also open to allowing residential development along Sepulveda by allowing mixed use projects, however, they indicated that site specific guidelines should be developed in order to further minimize impacts to neighboring residents. Lastly, the group indicated that as part of larger discretionary projects (such as Use Permits or Master Use Permits) additional requirements should be imposed in order to give neighboring residents and property owners more influence on the project. They indicated that requiring neighborhood meetings prior to project submittal and requiring a traffic management plan should both be required.



Sepulveda Boulevard Working Group Design Guidelines Input Final Draft (Finalized at 3/12/18 Meeting)

- Emphasis on improving the pedestrian experience through wider sidewalks and landscaping, especially on areas of Sepulveda with greater pedestrian use.
- Emphasis on safe and appealing pedestrian and vehicular points of entry to Sepulveda businesses (especially restaurant, retail and service uses) from perpendicular (west-to-east) access streets oriented to adjacent residential neighborhoods. This includes easier and safer access from the sidewalk as opposed to walking through an existing parking lot not striped for pedestrian access.
- Desirability of more pronounced buffer zones between commercial and residential zones.
- If mixed-use residential-commercial development is conditionally permitted on Sepulveda, then specific site design guidelines should be required.
- Standard requirements for larger discretionary projects:
 - ◇ Require neighborhood meeting before project submittal
 - ◇ Neighborhood Traffic Management Plan



Discussions Items Outside of Scope of Work

During the Working Group meetings, several items were raised by various members that were outside of the Sepulveda Initiatives Scope of Work. Staff wants to recognize that these items were raised, and any further discussion of these items would be at the discretion of the City Council. These items include the following:

Planning Related Items

The Working Group raised concerns over the five thousand (5,000) square foot threshold of buildable floor area that triggers the need for a Use Permit. They indicated that they were supportive of raising this square footage threshold. Other residents within the Working Group were not supportive of this, because the Use Permit process requires a public hearing which allows neighbors and interested parties an opportunity to comment on projects prior to City approval. Raising the threshold would eliminate the need for a Use Permit and related public hearing for any projects with a buildable floor area of less than the threshold figure.

The Group also indicated that they had concerns regarding the numerous smaller commercial lots on the west side of Sepulveda north of Manhattan Beach Boulevard. The Group was supportive of potentially pursuing rezoning efforts along Oak Avenue in an attempt to create larger commercial districts that could lead to lot consolidation and foster more commercial development.

Transportation Related Items

The Working Group questioned the need for off-site parking agreements to be a minimum of 10 years, and some suggested a shorter minimum term, with extension thereafter. However, it was acknowledged that this has both benefits and potential consequences depending on short or long-term parking needs.

The desire for more east-west connectivity was raised numerous times during the meetings. Some in the Group suggested a pedestrian bridge, pedestrian signals, shorter signal cycles, and safer crossings. It was acknowledged that further study would be required, and any recommendations would need to be presented to Caltrans for their review.

When brainstorming ways to solve parking/traffic issues, the Working Group suggested a more robust mass transit system, better walkability along the Corridor and pedestrian/bicycling connectivity between businesses and the surrounding neighborhoods. Car-sharing (Uber/Lyft), local shuttles, employee parking management plans, and pay-for-parking fees were ideas that were raised but did not result in definitive recommendations. New technologies such as autonomous vehicles, robotic package delivery, and other emerging transportation concepts were deemed too premature to be incorporated into the initiatives at this time.

Project Next Steps

In summary, the Working Group had robust discussions about the Sepulveda Initiatives and provided thoughtful feedback on the task at hand. The project's next steps have been tentatively scheduled as follows:

- April 2018 Community engagement and outreach to inform community of the project's outcome
- April 25, 2018 Planning Commission Meeting for community feedback
- May 23, 2018 Planning Commission Public Hearing
- June 19, 2018 City Council Meeting, presentation and discussion
- City Council Public Hearing (TBD)



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NOTICE OF A PUBLIC HEARING BEFORE
THE CITY COUNCIL OF THE CITY OF MANHATTAN BEACH
TO CONSIDER A PROPOSED CODE TEXT AMENDMENT TO
MODIFY TITLE 10 (PLANNING AND ZONING) OF THE
MANHATTAN BEACH MUNICIPAL CODE AS IT RELATES
TO COMMERCIAL DEVELOPMENT IN THE GENERAL
COMMERCIAL (CG) ZONING DISTRICT ALONG
SEPULVEDA BOULEVARD AND AMEND THE ZONING MAP

A public hearing will be held before the City Council to consider amendments to the Municipal Code, as described below:

Filing Date: September 19, 2017

Property Location: The project includes all properties within the General Commercial (CG) zoning district along Sepulveda Boulevard in the City of Manhattan Beach, Los Angeles County, California.

Project Description: An amendment to Title 10 (Planning and Zoning) of the Manhattan Beach Municipal Code as it relates to commercial development standards in the General Commercial (CG) zoning district along Sepulveda Boulevard. The amendment proposes to modify the commercial development standards to allow increased building height and overall more flexible development standards to expand opportunities for certain desirable land uses, including hotels, mixed use (residential with commercial and others) within the CG zoning district along Sepulveda Boulevard. The project will also involve a zoning map amendment incorporating the D8 - Sepulveda Boulevard Corridor Overlay.

Environmental Determination: This project is exempt from the California Environmental Quality Act under the general exemption provided by Section 15061(b)(3)-General Rule Exemption.

Project Manager: Ms. Nhung Madrid, Senior Management Analyst, (310) 802-5540 or at nmadrid@citymb.info

Public Hearing:
City Council Meeting
Tuesday, June 19, 2018 at 6:00 P.M.
City Hall, Council Chambers, 1400 Highland Avenue, Manhattan Beach, CA 90266

Further Information: Proponents and opponents may be heard at the public hearing. For further information, contact the project manager. Project files are available for review at the Community Development Department at City Hall. The agenda item will be available for review at the City Clerk's Office and the Community Development Department after Wednesday, June 13, 2018 or on the City's website: <http://www.citymb.info>.

Public Comments: Oral and written testimony will be received during the meeting. Comments received following posting of the Staff Report will be forwarded to the City Council at or prior to the meeting. The City Council will take final action on the project.

If you challenge the proposed actions in court, you may be limited to raising only those issues you or someone else raised at the meeting described in this Notice, or in correspondence delivered to the Planning Commission at, or prior to, the meeting.

Anne McIntosh
Director of Community Development

Publish Date: June 7 & 14, 2018 – Beach Reporter-1/4 Page Ad

**CITY OF MAN HATTAN BEACH
[DRAFT] PLANNING COMMISSION
MINUTES OF REGULAR MEETING
JUNE 13, 2018**

(DRAFT)

A Regular Meeting of the Planning Commission of the City of Manhattan Beach, California, was held on the 13th day of June, 2018, at the hour of 6:00 p.m., in the City Council Chambers, at 1400 Highland Avenue, in said City.

Prior to taking roll call, Vice-Chair Seville-Jones welcomed Planning Commissioner Richard Thompson, recognizing his career working as a planner in South Bay cities, including serving as Director of Community Development for Manhattan Beach until his retirement. Commissioner Thompson stated it is his honor to serve the city.

1. ROLL CALL

Present: Burkhalter, Fournier, Morton, Thompson, Vice-Chair Seville-Jones
Absent: None

Others Present: Anne McIntosh, Director of Community Development
Michael Estrada, Assistant City Attorney
Eric Haaland, Acting Planning Manager
Nhung Madrid, Senior Management Analyst
Ted Faturos, Assistant Planner
Rafael Garcia, Assistant Planner
Rosemary Lackow, Recording Secretary

2. COMISSION REORGANIZATION

Vice-Chair Seville-Jones called for a motion to appoint a new Chair and Vice-Chair, in accordance with the City's adopted Boards and Commissions Handbook.

It was moved and seconded (Fournier/Thompson) that the Planning Commission be re-organized with Vice-Chair Seville-Jones serving as Chairperson and Commissioner Burkhalter serving as Vice-Chair.

ROLL CALL:

AYES: Burkhalter, Fournier, Morton, Thompson, Chairperson Seville-Jones
NOES: None
ABSENT: None
ABSTAIN: None

3. GENERAL BUSINESS (*reordered*)

Chair Seville-Jones announced that a request has been received from Sunrise Senior Living to reorder its General Business Item, moving the item up from number 7 to number 4, to enable Sunrise to request a continuance, with no discussion at this time. There being no objections, it was so ordered.

06/13/18-1. Appeal of the Community Development Director's Residential Land Use Determination that a Proposed Senior Citizen's Facility at 250-400 North Sepulveda Boulevard is a Residential Use and Not a Commercial Use (Sunrise Senior Living)

Ellen Berkowitz, representing Sunrise Senior Living, requested that its appeal of the Director's Determination be continued a month, or to the next Commission meeting, to enable Sunrise to work with Staff regarding potential zoning code amendments that could, if adopted, affect their site. It was subsequently moved and seconded (Burkhalter/Fournier) that the Community Development Director's Residential Land Use Determination be continued to the next regularly scheduled Planning Commission meeting of July 11th.

ROLL CALL:

AYES: Burkhalter, Fournier, Morton, Thompson, Chairperson Seville-Jones
NOES: None
ABSENT: None
ABSTAIN: None

4. AUDIENCE PARTICIPATION (3-minute limit) – None

5. APPROVAL OF THE MINUTES

06/13/18-2. Regular Meeting – May 23, 2018

It was moved and seconded (Fournier/Burkhalter) to approve the minutes as submitted.

ROLL CALL:

AYES: Burkhalter, Fournier, Morton
NOES: None
ABSENT: None
ABSTAIN: Thompson, Chairperson Seville-Jones

6. PUBLIC HEARING

06/13/18-2. Variance for a Remodel/Addition to a Nonconforming Home at 2801 N. Valley Drive (Powell)

Chair Seville-Jones announced the item and invited Staff to provide a report.

Commissioner Fournier recused himself in that his residence is located within established boundaries of potential conflict of interest; he then left the chambers.

Assistant Planner Ted Fatusos presented the oral staff report, covering: the purpose of a Variance as provided by state law and findings required to approve, existing conditions and proposed development including proposed maintenance of existing setback nonconformities and proposed encroachment of a new garage into a required “reverse corner” setback, and description of proposed findings to support granting of the Variance, as recommended by staff. Mr. Fatusos explained that, in strictly applying the reverse corner requirement to this unusual neighboring lot configuration, without a Variance, there is an unintended result, in that the reverse corner setback would significantly decrease the amount of buildable area of the applicants’ property (creating a severe hardship), while at the same time, would not hinder light, air and privacy on the adjoining key lot, as anticipated by the code under normal lot conditions.

Assistant Planner Fatusos responded to questions of the Commissioners. In response to an inquiry from Commissioner Burkhalter regarding whether the application should be for multiple, versus a single Variance given development restrictions outlined in code section 10.68.030 (enlargement of nonconforming buildings). Mr. Fatusos explained that it is appropriate to apply a single Variance to the overall project, recognizing that the project was not eligible for a Minor Exception, and based on the lot’s physical conditions and practical difficulties inherent due to the fact that the project involved enlargement and a remodel, as opposed to a totally rebuilt residence.

PUBLIC INPUT

Chair Seville-Jones opened the public hearing.

Megan and Ray Powell, applicants, with a growing family, need a little more room and hope that the Commission will consider their application as both reasonable and an improvement which will allow them to stay in their neighborhood.

Bob Souva, project designer, clarified that: 1) the new garage will provide a 4-foot tall storage loft area above the parking level, with windows that will provide natural light and architectural interest and break up massing of the structure; 2) the garage location at the rear is the only reasonable place to build a conforming size garage and other than the encroachment into the reverse corner setback, the garage will be entirely conforming; and 3) while the existing yard nonconformities will remain for the residence's remodeled first floor, the new second floor will conform to setback requirements.

Chair Seville-Jones closed the public hearing.

COMMISSION DISCUSSION / ACTION

Commissioner Morton stated that he strongly supports this application and believes it is a textbook example of a case where a Variance is needed to address constraints that present some significant practical difficulties such as the small lot size and spatial relationship in its adjacency to a triangular parcel. In brief discussion that followed, **Commissioners Burkhalter, Thompson** and **Chair Seville-Jones** stated their agreement; **Chair Seville-Jones** called for a motion.

It was moved and seconded (Morton/Thompson) to **ADOPT** the draft Resolution, **APPROVING** a Variance for a remodel/addition of an existing nonconforming home at 2801 N. Valley Drive.

ROLL CALL:

AYES: Burkhalter, Morton, Thompson, Chairperson Seville-Jones
NOES: None
ABSENT: None
ABSTAIN: Fournier (recused)

Director McIntosh confirmed that this "quasi-judicial" decision will be reported to the City Council at its meeting on June 19th.

Commissioner Fournier rejoined the Commission.

06/13/18-3. Variance and Coastal Development Permit for a Remodel/Addition of a Nonconforming Home at 2912 Ocean Drive (Strnad)

Chair Seville-Jones announced the item and invited staff to make a presentation.

Assistant Planner Faturos first noted that staff has received one late comment (Lobner) which has been distributed and then made a detailed presentation with slides covering the following topics: background (nonconforming 689 square foot lot with existing 2-story 588 square foot home with multiple nonconformities); proposed construction (extensive remodel and addition of third story directly over existing stories and new balcony); and proposed findings to approve. Mr. Faturos concluded that staff recommends that the Commission conduct the hearing, and approve the Variance and Coastal Development Permit subject to conditions in the draft resolution.

In response to inquiries from **Commissioner Thompson**, **Mr. Faturos** explained 1) that the 2-foot access easement worked out between the applicant and the adjacent owner will have no negative visual impact in that the wall separating the two lots will appear as if is a normal property separation wall, but in fact the property separation wall will be located 2-feet into the northerly neighbor's property; 2) condition 2 wording is in anticipation that, because of the structure's age, during construction some nonconforming structural members may need replacement and upon field verification by staff, this condition would give Community Development Director the authority to administratively approve such structural replacements provided all other required variance findings continue to be met; and 3) the option to remodel and add the third story as opposed to requesting a Variance for an entirely new home was a choice made by the applicant and should the applicant have requested a full structure replacement, it may not have been detrimental to the proposal in that the net gain in 10-feet of height of a new third story may be considered relatively small when it is taken into account that the existing 2-story condition has existed since the 1930's.

PUBLIC INPUT

Chair Seville-Jones opened the public hearing and invited the applicant to address the Commission.

Jeffrey Strnad, applicant, has owned the property since 2006. When his neighbor to the north (the northerly 67 feet of the original 30 by 90 lot) improved his property, they worked out an easement agreement that resolved encroachment and access issues between the two properties. He noted that he has worked with the staff over many months and eventually came up with the submitted plan which requests a variance. He described difficulties in trying to make the property more functional while still complying with codes, and he worked with planning staff for about a year to come up with this plan. He noted in particular, the narrow 23-foot lot width makes it impossible to provide a conforming two-car garage in addition to providing a conforming interior stair access to the upper levels. Mr. Strnad also emphasized that one of his objectives was to retain as much as possible the existing character of the home.

Mr. Strnad responded to questions from the Commission regarding possible construction options: in response to **Chair Seville-Jones** he explained that he chose to try to retain and remodel the existing home though very old because even under a 100% tear down/rebuild scenario, due to the small lot size, there would be great difficulty in designing a structure that would both have functional space and be in full compliance with all codes. In response to **Commissioner Thompson**, **Mr. Strnad** stated that he would prefer to rebuild an entirely new home if able to maintain existing nonconformities.

Chair Seville-Jones invited public input.

Bella Stavchansky, owner in the 2900 block of Manhattan Avenue, voiced objection to the Variance on the following grounds: 1) the existing building, due to its many nonconformities, with this amount of addition, should comply with the codes; 2) the applicant should have been aware when the site was purchased that future enlargement would be limited due to the lot's small size and doesn't think it's fair that the applicant would gain such a large benefit to the detriment of neighbors; and 3) the construction will have a significant impact on her westerly view which she would not object to if the project was compliant with codes.

Bret Lobner, lives on 29th Place, across from the subject site, and voiced objections on the grounds that: 1) it is a substandard lot and substandard building and as such shouldn't have a third story; 2) the lack of parking is a detriment to the neighborhood and enlarging the building will increase the need for parking; and 3) he does not believe that the required findings can be made in that he feels his is a grant of a special privilege and will be a detriment to the neighborhood,

Chair Seville-Jones closed the public hearing and invited the Commission to comment on the subject application.

COMMISSION DISCUSSION

Commissioner Burkhalter commented he felt this a very problematic request for two reasons; first, taken cumulatively, with so many and such significant degree of code discrepancy it's difficult to not see the Variance as a grant of a special privilege and second, the parking deficiency seems to potentially be a detriment to the area. **Commissioner Burkhalter** also noted he felt it highly likely that extensive demolition (which could potentially be replaced with conforming structure) may be needed to address substandard or deteriorated structural members or due to needed structural support of the new third level.

Chair Seville-Jones stated that, if this parcel is indeed a uniquely small parcel size, she might conclude that granting the Variance would actually not be a special privilege, in that the applicable development standards were written with much larger lots in mind, not to a lot as small as this case.

Assistant Planner Faturos responded to the Chair by stating that staff could not find a smaller parcel – that there are a small number of 30-foot by 30-foot lots but even those lots are considerably larger than the subject lot.

Commissioner Fournier commented that this small lot has been in existence for some time, and over that time, the codes have evolved to be more restrictive. He believes it is truly a unique site and questions if it would be right to penalize the lot for being nonconforming.

Commissioner Thompson indicated his support for the project in that it is a uniquely small parcel and he does not believe it will be an intensification of use in that the number of bedrooms will not increase, rather it will still be a one-bedroom home for one family. He believes that the findings can be met.

Commissioner Morton stated that while he sympathizes with concerns about the degree of nonconformity that exists, he supports the application in that the project will not be an intensification of use, it will be an attractive improvement to the neighborhood, and the difficulties of the small footprint make it practically infeasible to meet the current codes therefore warranting the granting of a variance.

Chair Seville-Jones noted that she likewise is sympathetic to concerns raised by neighbors. However she is supportive of the project in that she believes that it is, by virtue of its unique extremely small size, fundamentally consistent with the purpose of variances and in fact believes that the findings would still apply even if the owner chose to build the submitted plan as all new construction.

Director McIntosh opined that the findings if able to be made for a remodel, could also be made for new construction because the special condition of the very small lot size exists under both scenarios. **Director McIntosh** suggested that the Commission could streamline the Variance by basing the approval on an authorized building envelope as opposed to specific amounts of square feet designated on the plan as “remodel” or “new construction” as this can easily change during construction.

The Commission discussed the Director’s suggestion. **Commissioner Fournier** questioned whether proceeding as suggested would set an unwanted precedence. Upon discussing further, the Commission was in agreement to provide flexibility regarding the construction authorized by the Variance (allowing either remodeling or new construction throughout) as long as the public hearing were to be re-notified as an amended Variance application.

Director McIntosh informed the Commission that with re-notification, the application as proposed to be amended could be heard by the Commission on July 11th. She emphasized that the amendment suggested is to allow the applicant the option to build out the proposed floor plan either as all new construction or as a combination of new construction and remodeling.

Mr. Strnad, applicant, indicated that he would be open to having the Variance authorize all new construction and would commit to building out the plan exactly as submitted with his initial application. His plan is to work out the structural design after obtaining planning approval. However, he will be travelling the first half of July and cannot attend the July 11th Commission meeting. He would prefer to have the ability, if this is possible, to construct his plan either as a remodel or new construction.

Director McIntosh suggested as a way to proceed, to approve the Variance tonight to allow the applicant to start the demolition/removal process, but with condition 2 amended to allow the applicant, in the event that more extensive removals are needed after construction begins, to apply for a modification to the Variance, with fee waived, subject to public noticing and hearing, to allow new construction as opposed to remodeling of the existing building.

Chair Seville-Jones closed the public hearing and called for a motion that reflected the approach suggested by **Director McIntosh**.

It was moved and seconded (Morton/Thompson) to **ADOPT** the draft Resolution, **APPROVING** a Variance for a remodel/addition to a nonconforming home at 2912 Ocean Drive subject to revision of condition 2, to read as follows:

2. Replacement of structural members that have dry rot and/or termite damage during the construction process shall be subject to review. The Community Development Department shall verify that the structural members are damaged and shall:
 - i: allow the owner to replace the structural members without needing to obtain a Variance Amendment and/or Coastal Development Permit Amendment if the Community Development determines that all the required findings can still be met; or,
 - ii: re-notice the project as a Variance for new construction.

ROLL CALL:

AYES: Burkhalter, Fournier, Morton, Thompson, Chair Seville-Jones
NOES: None
ABSENT: None
ABSTAIN: None

06/13/18-4 Consideration of a Planned Development Permit Amendment to add Eating and Drinking Establishment Use with Beer and Wine Service to a Food and Beverage Sales Use Located at 1700 Rosecrans Avenue (Continental Development Co. – Mother’s Market)

Acting Planning Manager Eric Haaland presented the staff report, and gave an overview of the application noting that the subject site is regulated by a Planned Development Permit (PDP) and the subject proposal requires an amendment of the site PDP due to a change and intensification of use due to the addition of a dining patio with beer and wine service. **Acting Planning Manager Haaland** noted that three mature trees will be removed in order to construct a dining patio and the Commission may want to consider this in reviewing the request. He also noted that, even with the intensification of use the overall site will have five surplus parking spaces. Staff recommends that the Commission conduct the public hearing, and subject to input received, approve the application, subject to findings and conditions contained in the draft resolution.

In response to questions from the Commission, **Acting Planning Manager Haaland** informed that the pre-existing electric car charging stations do remain in the parking area and the draft resolution does not contain a condition that requires replacement of the trees that will be removed to construct the dining patio.

Chair Seville-Jones opened the public hearing and invited input.

PUBLIC INPUT

Bob Tarnofsky, Continental Development, applicant, provided an overview of the site and background, noting that some years ago, the site was converted from industrial (TRW) to a retail center and at that time building area was removed to accommodate parking required for retail uses. The property owner accepts all conditions of approval and, if the Commission deems appropriate, would be agreeable to replacing the mature trees being removed.

In response to an inquiries from the Commission, **Mr.Tarnovsky** stated 1) he does not anticipate any problems arising whereby patrons from Bevmo, may bring alcoholic beverages to the new patio because per ABC regulations, the dining patio will be fenced off and there is no history of such a problem for Bevmo over the last ten years, and 2) new landscaping will be installed around the dining patio.

There being no other speakers, **Chair Seville-Jones** closed the public hearing.

COMMISSION DISCUSSION AND ACTION

Chair Seville-Jones invited the Commission to comment on the subject application.

The Commission briefly discussed and unanimously stated support for the project as a desirable new retail asset for the community along the Rosecrans corridor, and positive aspects include the fact that existing electric vehicle charging stations will be retained, there will be a surplus of parking provided and new landscaping will be installed and this use will fill a space that has been vacant for some time.

It was moved and seconded (Morton/Burkhalter) to **ADOPT** the draft Resolution, **APPROVING** a Planned Development Permit Amendment to add an Eating and Drinking Establishment Use with Beer and Wine Service to a Food and Beverage Sales Use Located at 1700 Rosecrans Avenue, subject to a revision of conditions to include a requirement that the applicant shall provide as appropriate, new landscaping to enhance the patio dining area.

ROLL CALL:

AYES: Burkhalter, Fournier, Morton, Thompson, Chairperson Seville-Jones
NOES: None
ABSENT: None
ABSTAIN: None

06/13/18-5 Consideration of a Code Text Amendment to Modify Title 10 (Planning and Zoning) of the Manhattan Beach Municipal Code as it Relates to the Commercial Development in General Commercial (CG) Zoning District along Sepulveda Boulevard (City of Manhattan Beach) (Continued from May 23, 2018)

The Staff presentation was provided by **Senior Management Analyst Nhung Madrid** and **Assistant Planner Rafael Garcia**. **Analyst Madrid** first recapped the background and process of the subject proposed Zoning Text Amendment. She highlighted Council direction and adoption of an Interim Zoning Ordinance in 2017, the formation and meetings of the Sepulveda Initiatives Working Group, its recommendations, and finally, the review by the Planning Commission in April and May. Tonight staff has brought a revised draft resolution for Commission consideration, recommending amendments to the Zoning Ordinance related to commercial development standards along the Sepulveda corridor that reflect the Working Group recommendations as well as input from the Commission at its last meeting.

Assistant Planner Garcia followed with an overview focusing on the special flexible development standards being proposed under a Sepulveda D-8 Overlay, in the context of applicable key issues including building height, setbacks, and uses and features that are intended to be incentives for desirable development. He went over all aspects of the proposed amendments and highlighted some key provisions including: 1) two new parameters have been included for the eligibility criteria, including a minimum lot depth of 135 feet and minimum lot area of 20,000 square feet; 2) the rear “daylight plane” standard would be changed from a 45-degree to a 60-degree angle”; 3) the proposal would allow a change in use without a use permit as long as the change does not propose a conditional use, or an intensification either by type of business or by adding square footage and; 4) residential use would be permitted within the D-8 zone only as Mixed-Use, not a stand-alone housing project (including senior housing).

Assistant Planner Garcia displayed a graphic illustration showing comparative conceptual footprints of a maximum 33,750 square foot building on a typical 22,500 square foot site (150-ft by 150-ft) under scenarios of the current 30-foot height/45-degree daylight plane conditions, and the proposed 40-foot height limit and 60-degree daylight plane setback. **Assistant Planner Garcia** commented that the graphic shows that with the additional height, the number of stories would remain the same, but the actual footprint will be smaller as there will be a greater setback from adjacent residential properties intended to address privacy and other impacts.

Director McIntosh emphasized that no additional floor area would be allowed along with the increase in building height.

Director McIntosh also advised that staff will be including comments to the City Council regarding senior housing given that such an application has been filed for a Sepulveda site. She suggested that it would be helpful for the Commission to provide input on whether senior housing might be desirable as a stand-alone use on Sepulveda.

Assistant Planner Garcia concluded by stating the Staff recommendation that the Commission conduct the public hearing, receive testimony, discuss and adopt the submitted Resolution recommending the approval of the stated zoning code text amendments. The City Council will be considering the proposed amendments in a hearing at its June 19th meeting, and given that this is an accelerated project timeline, Staff will present the Planning Commission’s final recommendations verbally on that date. First reading and adoption by the City Council is scheduled for July 3, and following that, a second reading would be heard on July 17, with an effective date of August 18th. This fall, staff would process follow-up items, such as the review of parking and mixed use standards, with review by the Parking and Public Improvements Commission (PPIC) and/or Planning Commission.

Chair Seville-Jones opened the public hearing and invited public comment, requesting that speakers try to keep to 3-minutes.

PUBLIC INPUT

Robert Zwissler, resident in the 1100 block of 18th Street, and member of the Sepulveda Ad Hoc Working Group, noted that the group got along very well and they were able to discuss all issues and come to agreement. He felt that the Working Group did not object to encouraging offices and medical uses as part of a mixed-use project. He feels strongly that what makes the corridor a vital part of the community is that it provides local places (services, retail, etc.) for the community to interact and he is concerned that retail/service centers will be replaced by non-community serving uses such as large office buildings. He questions that the community needs more hotels, and supports mixed use provided it provides residential, as an opportunity to develop some entry-level housing. He supports the proposed development standards.

Jan Holtze, resident and member of the Sepulveda Ad Hoc Working Group with a real estate development perspective, believes that the main goal of the project is to find a way to incentivize mainly a limited number of what was described as “opportunity sites” and that mixed-use was supported as a way to possibly provide coordinated complimentary uses with less demand for parking and traffic. He noted that he felt the Committee realized that it may take some time to achieve desired results from zoning changes but believes that there is very real market interest for the relatively large “opportunity sites” on the corridor where development could bring about some very positive uses for the community. He doesn’t think there will be any big changes for lots, especially on the west side of Sepulveda due to long term small lot pattern of development. He noted that originally the height increase discussed was 45-feet and now 40-feet is recommended and he believes that any additional height will be helpful.

Bobak Nayebdadash, noted his family owns the vacant parcel at the north east corner of Sepulveda and Manhattan Beach Boulevard and read an email message sent just prior to this meeting, expressing his family’s support for the proposed recommendations to establish the D-8 overlay. He believes that the recommendations strike a reasonable balance in the community.

In response to an inquiries from **Commissioners Thompson** and **Morton**, **Mr. Nayebdadash** clarified that his family’s property is currently under a lease but he anticipates, in the future there will be an opportunity for the family to again occupy the property and approval of the proposed amendments could allow their site to be redeveloped to a higher and better use than as allowed under the lease.

Commissioner Fournier asked: 1) whether allowing residential on Sepulveda opens a door to “affordable housing” and does the proposed Ordinance define “affordable housing”? and 2) If lots are combined can more building area be achieved exponentially?

Assistant Planner Garcia responded by explaining: 1) the term “affordable” is set by the state, based on a percentage of County medium household income (as determined by Census data) and there is no reference in the proposed ordinance to “affordable housing” and 2) in combining lots the same formula for allowed BFA would apply as with separate lots.

In response to **Chair Seville-Jones**, **Director McIntosh** stated that most of the lots **south** of Manhattan Beach Boulevard on both sides of Sepulveda had a minimum lot depth of 135 feet. **Assistant Planner Garcia** explained that in coming up with the minimum depth and area parameters, staff looked at the original tract subdivision which created lots that were 150 feet deep by 50 feet wide. There is no consistent current lot depth due to great variability in the amount of lot taken for right of way dedications, but staff found many of the current commercial sites were comprised of three side-by-side 50-ft by 150-ft original lots (22,500 square feet total) and therefore a minimum lot area of 20,000 square feet was thought to provide a reasonable degree of flexibility.

Commissioner Burkhalter commented that the proposed minimum lot size makes sense for the D-8 Overlay but wondered if the minimum 4:12 roof pitch standard could be eliminated tonight along the entire corridor for all CG zoned lots. **Assistant Planner Garcia** pointed out that this could be accomplished but the regulation would still apply to other commercial zoning designations not along Sepulveda. A consensus was reached that the minimum roof pitch and parking location provisions be eliminated all along Sepulveda in the CG zone and not apply only as part of the D-8 standards.

There being no further questions of staff, the Chair invited the Commission to each express their initial thoughts on the proposed Ordinance.

Commissioner Thompson stated that he read all relevant reports and viewed meeting videos and complimented staff. He believes that Sepulveda as existing is a healthy corridor and caution should be taken in changing the zoning code, because such action can trigger changes in the type of development that occurs and existing small neighborhood businesses can be impacted. His initial comments on the proposed D-8 text changes were: 1) **D-8 boundaries**: should apply only to the east side of the corridor and should also expand to include the Manhattan Village Mall and the parking lot site to the rear that is owned by the City; 2) **Roof pitch requirement**: Supports eliminating for the entire corridor as suggested; 3) **Building height**: Does not support raising to 40 feet as he hasn't seen a compelling reason to do so; 4) **Use incentives**: supports for hotels but not for restaurants, commercial theaters or museums as he doesn't believe those are realistically going to be proposed; 5) **Residential use**: does not support any type of residential use, stand alone or as mixed-use projects and including senior housing because he believes that residential, having the highest market value will threaten to replace smaller desired retail and service businesses; he does not believe that the opportunity sites are large enough to design a "good" mixed use project with thriving commercial and residential, and doesn't believe in general that a major corridor is a desirable residential setting.

Commissioner Morton stated generally he supports the initiatives and proposed changes and specifically indicated: 1) **D-8 standards**: strongly supports minimum lot size and depth parameters; 2) **Residential use**: does not support replacing a retail center of diverse uses with stand-alone residential, including senior housing; 3) **Mixed-Use**: supports as residential over commercial and believes that this can be achieved on both sides of the corridor; 4) **Creating incentives**: supports incentives for theaters, high-end restaurants and museums; 5) **Building height**: strongly supports increasing to 40-feet as believes will add value that will enhance opportunities for uses other than medical and office buildings that are desired; 6) **Roof pitch requirement**: Supports eliminating for the entire corridor as suggested; **D-8 boundaries**: supports expanding to include Manhattan Village but supports including both sides of Sepulveda.

Commissioner Fournier, in general supports the proposed changes as a good framework to incentivize Sepulveda. He believes if there is no change, some pockets of the corridor will deteriorate. He supports all proposed changes.

Commissioner Burkhalter indicated: 1) **Roof Pitch**: supports eliminating across the corridor; 2) **Building Height**: would support considering less of an increase if a viable incentive, such as 36 feet; 3) **Setbacks**: supports as proposed; 4) **Mixed-Use**: supports only in combinations of types of neighborhood serving uses, e.g. professional/medical office over retail or services; 5) **Senior housing**: does not support on Sepulveda; either as mixed-use or stand-alone.

Chair Seville-Jones briefly discussed the boundaries of the D-8 overlay with **Commissioner Thompson**, who clarified that he felt that in general the lots on the west side were too small to meet the eligibility criteria. **Chair Seville-Jones** indicated she supports the proposed changes as well as eliminating the roof pitch and parking location requirement, with the following exceptions or concerns: 1) **Building height**: is not convinced 40-feet is needed and supports leaving at 30-feet or a smaller increase; 2) **Creating use incentives**: supports for hotels but does not see a need for restaurants, theaters and museums as she feels the latter two are impractical; **Mixed-Use**: believes caution should be taken in how the commercial is sized and is concerned that too often small commercial spaces stay vacant and is also concerned that allowing high density with smaller residential units may be undesirable for Sepulveda, so she does not support residential in a mixed-use project; **D-8 boundaries**: supports including the mall and lot behind and is leaning towards the staff proposal to include both sides of the corridor; and **Senior Housing**: believes that opportunities for senior projects are needed and believes that there is a form of senior project ("congregate care") that creates a self-contained community and she would support this as a possible use on the corridor.

The Commissioners further discussed the proposed D-8 overlay and standards.

Commissioner Fournier stated that he would be opposed to including the mall and the parking lot to the rear of the mall in the D-8 Overlay at this point in time as he believes this should be studied more. Director McIntosh indicated that the mall and satellite restaurants and banks are part of the Master Use Permit for that entire site, but the Fry's site is included in the D-8 Overlay.

Chair Seville-Jones suggested that the Commission proceed to discuss issues not in agreement, in an effort to arriving at a consensus, starting with building height. Discussion followed focusing on the proposal to increase height to 40 feet. **Director McIntosh** advised that the need to increase the height came from several potential developers and architects over the past few years, all consistently stating that, under the current height, either 22 or 30 feet was insufficient and that more height, 10 to 15 feet more, to allow an additional full story of building area.

Chair Seville-Jones indicated a concern that even though use permits would be required, there should be agreement that the uses targeted should be generally desired and that developers need to rely on and be able to anticipate the applicable standards.

Commissioner Thompson stated that he might be able to support 40 feet for hotels only. Discussion followed in which Director McIntosh clarified that the proposed 40-feet would apply to offices if included in a mixed-use project.

Chair Seville-Jones re-opened the public hearing.

Jan Holtze, Ad Hoc Working Group member, noted that the Group actually recommended an increase to 45-feet, explaining that while office buildings can be designed for efficiency more as a square configuration, hotels often have a different, long and thin configuration to accommodate double loaded room plans. The preferred height limit for the project to “pencil out” would be 45-feet, and less than 40-feet would be ineffective. Mr. Holtze concluded that he thought that only two or three sites on Sepulveda that could accommodate a hotel and if the additional height were to be only limited to hotels that may be reasonable and doing so would likely result in a project coming forward.

Chair Seville-Jones closed the public hearing and invited discussion.

It was agreed that the Commission proceed through the draft ordinance and see if consensus can be reached on each proposed text amendment. **Director McIntosh** clarified that as proposed “Mixed-Use” would be allowed in the form of a combination of residential and some other type(s) of commercial use however, the Commission could make a different recommendation.

The following straw votes were taken on each proposal:

- **Mixed-Use (Resolution Pg. 2: Regulation L-25)**
Split, 3 -2 in opposition of allowing residential uses in combination with a commercial use. Burkhalter, Thompson and Seville-Jones opposed based on concern that such projects may replace desired existing neighborhood commercial uses, that the corridor may not be a desirable location for residential and, that adding more residential uses could put an undue strain on infrastructure. Morton (specifically residential above neighborhood serving commercial) and Fournier in support based on the possibility that mixed-use could result in some entry-level housing or result in developments that add a walkable or more vibrant atmosphere on the Boulevard.
- **D-8 Overlay Creation (Resolution Pg. 3: list of sub-districts)**
Split, 4-1 in support. Morton, Burkhalter, Seville-Jones and Fournier in support of the Overlay boundaries as proposed with the addition of the Manhattan Village mall site (including the city owned parking lot to the rear). Dissenting vote (Thompson) opposed on basis that the west side of Sepulveda should not be included due to the pattern of relatively shallow lots.
- **D-8 Overlay standards (Resolution Pgs. 6 and 7)**
 - s. (minimum lot area and lot depth provision): 5-0 in support
 - s. D-8 allowed use I – High End restaurants: 5-0 in support
 - s. D-8 allowed use II – Hotel: 5-0 in support
 - s. D-8 allowed use III – Mixed Use Development (3-2) opposed (see L-25 discussion)
 - s. D-8 allowed use IV – Museums that meet the definition of Cultural institutions, provided accessible to the general public: 4-1 in support. The dissenting vote (Thompson) opposed on basis that a museum is not an appropriate use for the corridor.

- **D-8 standards (Resolution Pg. 7)**

t: Building height limit of 40-ft: Split: 3-2 opposed. Commissioners Burkhalter, Thompson and Seville-Jones opposed to allowing 40-feet within the entire overlay. Commissioners Morton and Fournier in support of up to 45-foot height limit. Commissioner Thompson supported 40-foot maximum only for hotels and only on the east side of Sepulveda.

u: Rear yard 60-degree daylight plane: 5-0 in support. The Commission felt it important that an impact study could be required to provide evidence that no impacts would result to adjacent residences.

v: Change of use, use permit waiver: 5-0 in support

Chair Seville-Jones called for a last straw vote on whether senior housing should be encouraged along the corridor. The Commission was split, 3-2 in opposition. **Chair Seville-Jones** and **Fournier** were in support for a “congregate care” type of assisted care type of senior housing to be allowed, consisting of a community of seniors (e.g. with shared meals) versus a collection of individual apartments. **Commissioner Morton** noted that his opposition to senior housing is only that he feels it would not contribute to the goal of making Sepulveda a more vibrant corridor and there are other areas of the city where senior housing would be more appropriate. **Chair Seville-Jones** emphasized that she believes that there is an urgent need for more opportunities not only for Manhattan Beach citizens who are seniors, but also for Manhattan Beach residents to have their elderly family members close to them. **Director McIntosh** explained that currently the City has a zone (RSC Residential Senior Citizen) subject to approval of a Zoning Map Amendment.

Director McIntosh announced that the subject proposed D-8 overlay will be on the City Council’s agenda on June 19 for a public hearing and staff will be recommending that the public hearing be continued to the first meeting in July. It was agreed that the Planning Commission would review the minutes for this meeting at its next meeting on June 27 and the approved minutes will then be transmitted to the City Council for consideration at its meeting in July at the continued Sepulveda public hearing.

7. DIRECTOR’S ITEMS

Update on Previous Planning Commission projects.

- Gelsons: the store is anticipated to open in November 2018
- Skechers: Staff is working with Hermosa Beach staff to develop a mitigation monitoring program through a private environmental consultant. The project is in plan-check.
- Manhattan Village Shopping Center: Phase 1 is under construction (Macy’s, CPK and parking structure) and “Village Shops” is in for conceptual review.

8. PLANNING COMMISSION ITEMS

Commissioner Thompson inquired as to whether there are any planned physical improvements in the right of way, so as to encourage private investment along the Sepulveda corridor. Director McIntosh noted that a number of initiatives are in the works through Caltrans and the Beach Cities Health District but she is not aware of any non-private funded projects for right-of-way improvements along Sepulveda at this time. Commissioner Thompson suggested that such would be a good possible future project that could be brought up at an upcoming City Council/Planning Commission meeting.

Commissioner Thompson also suggested that at some point in the future, the definition of residential mixed-use should be studied as to what would be compatible in the City. Director McIntosh noted that if mixed-use were approved for the D-8 overlay, a set of mixed-use standards would be developed.

Chairperson Seville-Jones noted that another topic that might be studied was enforcement of Conditional Use Permits noting that when the Commission imposes conditions it would be beneficial to understand which conditions are enforceable. Director McIntosh noted that this would be a good subject for the joint meeting.

9. TENTATIVE AGENDA – June 27, 2018

Approval of June 13, 2018 minutes

10. **ADJOURNMENT** - The meeting was adjourned at 9:43 P.M. to Wednesday, June 20, 2018 (joint meeting with City Council and Parking and Public Improvements Commission) at 6:00 P.M. in the Police/Fire Community Room, 400/420 15th Street, Manhattan Beach.

ROSEMARY LACKOW
Recording Secretary

SANDRA SEVILLE-JONES
Chairperson

ATTEST:

ANNE MCINTOSH
Community Development Director



City Council Meeting
July 3, 2018

Introduction & Background

- ▶ Project Background
- ▶ City Council Direction
- ▶ Approved Work Plan
- ▶ Community Ad Hoc Working Group
- ▶ Planning Commission Discussion & Hearings



Desirable Uses (What the City is Gaining)	Flexible Development Standards (What the City of Offering)
<ul style="list-style-type: none"> • High end restaurants <ul style="list-style-type: none"> ◊ Nighttime uses ◊ Vehicular and pedestrian access to restaurants needs to make sense for residents • Mixed Use <ul style="list-style-type: none"> ◊ Shared office ◊ Affordable residential on top ◊ Residential on top with commercial on bottom ◊ Require less commercial/ratio not too high • Community Theater • Children's Museum • Hotel • Maintain existing neighborhood serving uses (UPS Store, Dry Cleaners, Coffee Shops, etc.) 	<ul style="list-style-type: none"> • Parking <ul style="list-style-type: none"> ◊ Shared parking allowance between adjacent properties for day/night/weekend usage ◊ Shared parking reduction for multi-tenant (staggered uses) ◊ Parking allowed within side landscaping setbacks between commercial properties ◊ Standardization of parking codes ◊ Less stringent parking variance criteria • Flexibility in height for hotels and mixed use <ul style="list-style-type: none"> ◊ Measure differently ◊ Eliminate 4/12 roof pitch ◊ Daylight plane flexibility ◊ Height up to 45 feet
Desirable Features (What the City is Gaining)	
<ul style="list-style-type: none"> • Tourism Tax Assessment (Not increase in TOT) • Beautification/Improvement Fund <ul style="list-style-type: none"> ◊ Improve ROW/Medians ◊ Trade-off private for public ◊ Landscaping and trees ◊ Beautification on front and back side of property • Safety features (Nighttime lighting) • Wider sidewalk and buffers on Sepulveda and residential sides of property • Standard ROW Improvements <ul style="list-style-type: none"> ◊ Uniform look (Redondo Beach example of same pavers in sidewalk, City provides, property owner installs) 	

Issue #5

Issue #2

Issue #1

Issue #3

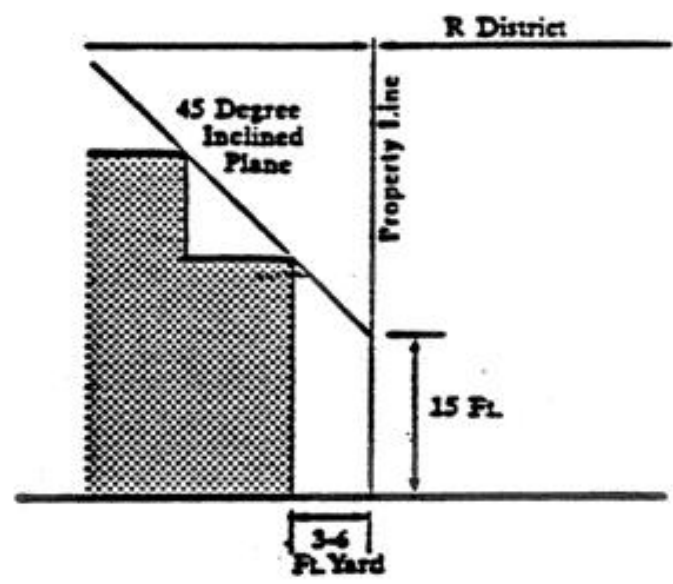
Issue #1: Height

- ▶ Modify to allow buildings to be built up to 30 ft. without 4:12 roof pitch, and without the need for parking at ground or below ground levels
- ▶ Change height to allow building greater than 30 ft. without 4:12 roof pitch, and without the need for parking at ground or below ground levels

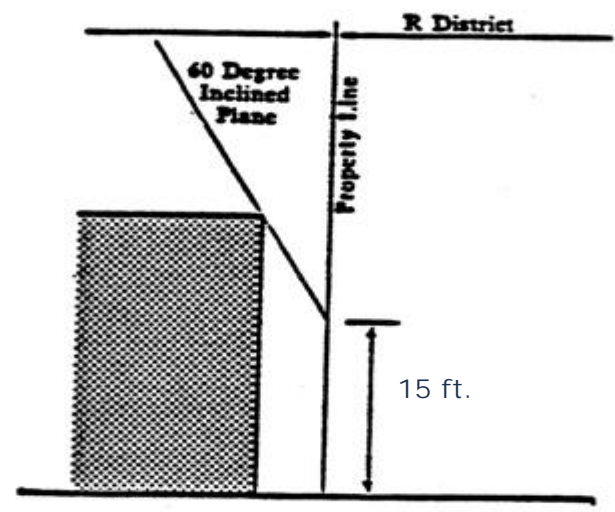


Issue #2 Setbacks

- ▶ Daylight-Plane Requirement
 - Modify to allow flexibility for new commercial projects



REAR PROPERTY LINE

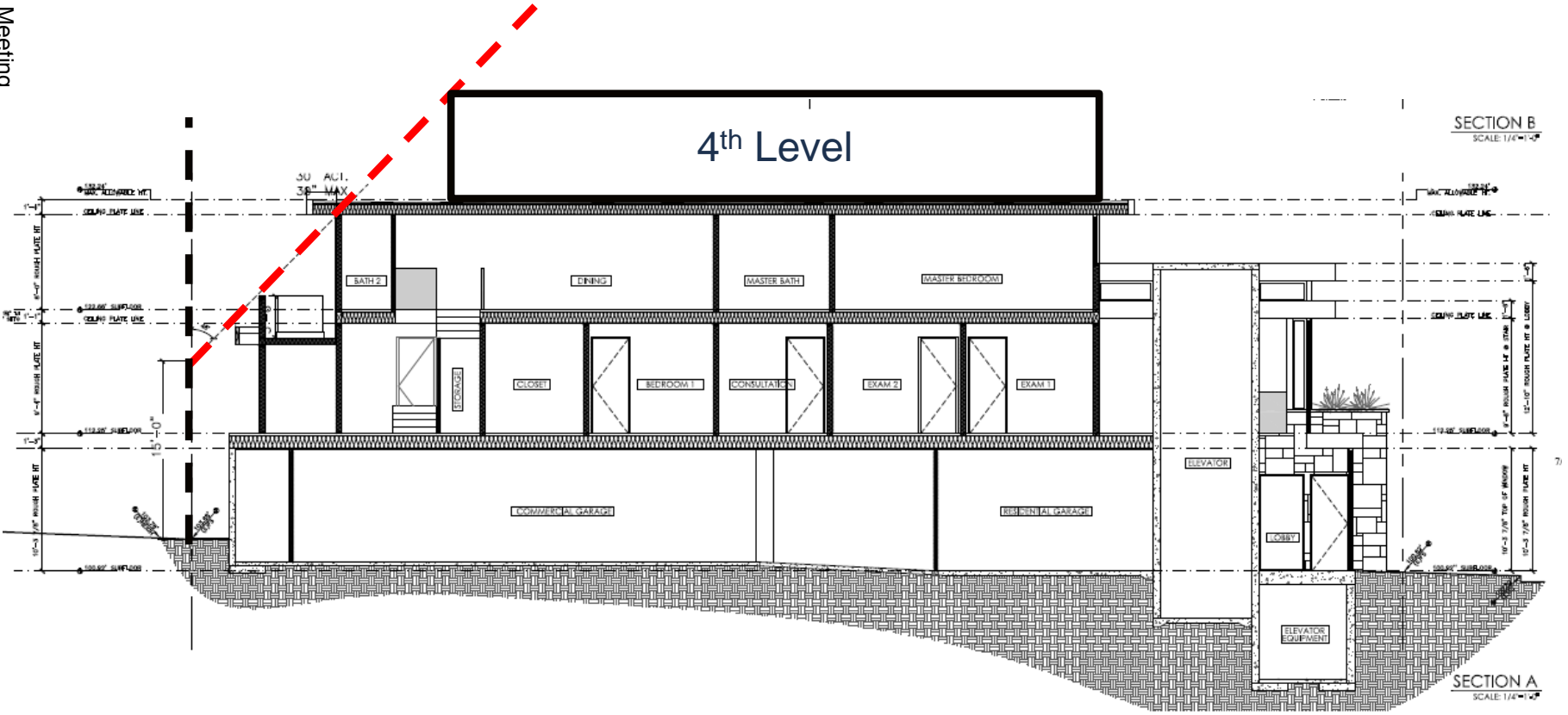


Issue #2 Setbacks (cont.)

- ▶ Conventional Setbacks
 - Modify to accommodate mixed use and provide flexibility for residential portions of mixed use project

 - Mixed use standards forthcoming

SECTION B
SCALE: 1/4" = 1'-0"



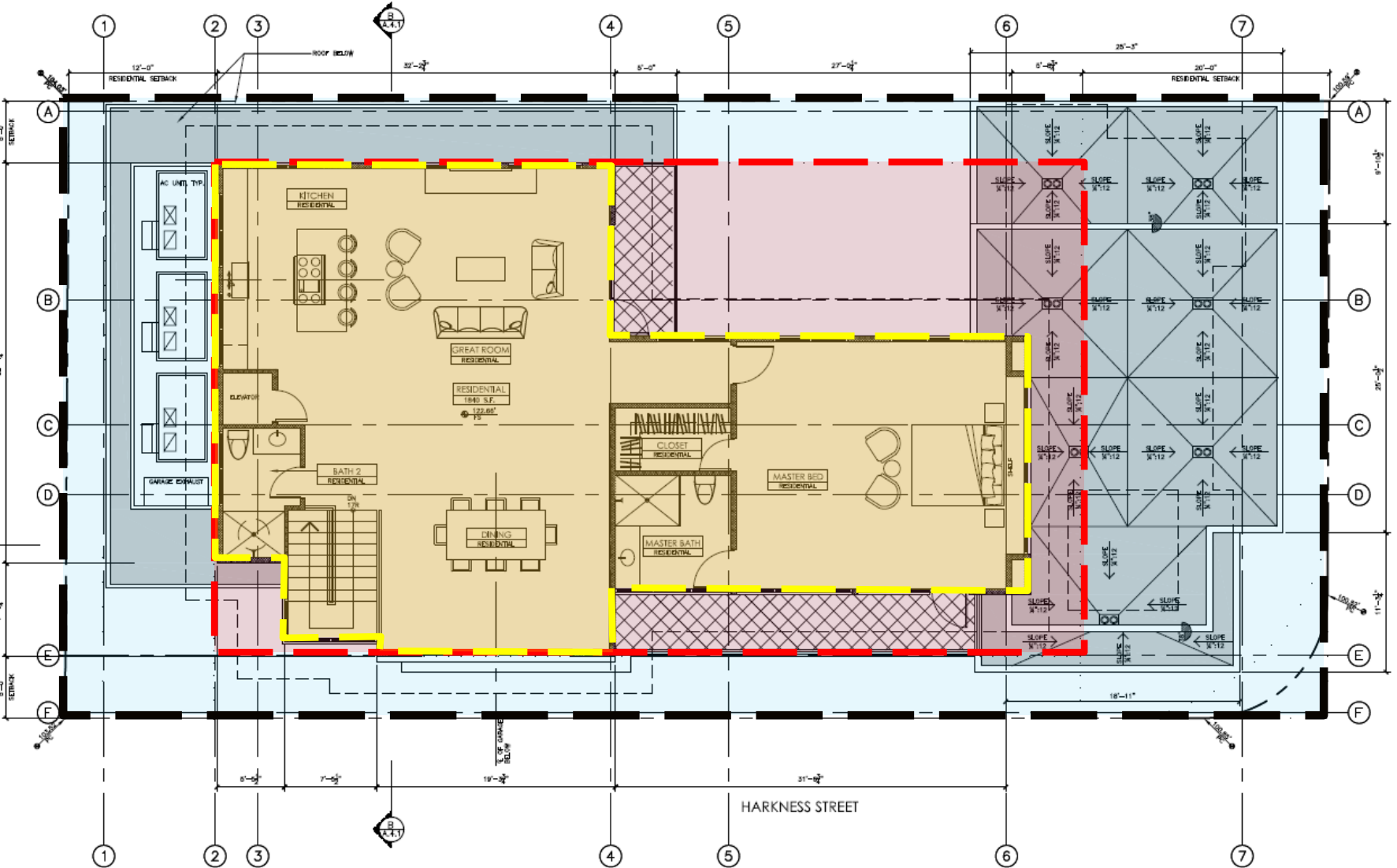
SECTION A
SCALE: 1/4" = 1'-0"

4th Level

SU AC-1
3.6" MAX

1'-0" SOLAR PLATE LINE
1'-0" SOLAR PLATE LINE
1'-0" SOLAR PLATE LINE
1'-0" SOLAR PLATE LINE

1'-0" SOLAR PLATE LINE
1'-0" SOLAR PLATE LINE
1'-0" SOLAR PLATE LINE
1'-0" SOLAR PLATE LINE



Issue #3: Desirable Uses

- ▶ High end restaurants
 - ▶ Hotels
 - ▶ Mixed Use
 - ▶ Community Theaters &
 - ▶ Museums
-
- * All uses already allowed in CG except Mixed Use
 - * Flexible Standards would apply
 - * No further regulation of office/medical



Issue #3: Desirable Features

- ▶ Tourism Tax Assessment
- ▶ Beautification/Improvement Fund
- ▶ Safety Features
- ▶ Buffering on Sepulveda and Residential
- ▶ Standard Right-of-Way Improvements



Issue #4: Development Guide

- ▶ Improve pedestrian experience
- ▶ Safe and appealing vehicular points of entry; easier and safer access from sidewalk
- ▶ Pronounced buffer zones between commercial/residential zones
- ▶ If mixed use is permitted, specific site design guidelines should be required
- ▶ Standard requirements for larger discretionary projects:
 - Neighborhood meeting before project submittal
 - Initiation of NTMP



Issue #5: Parking

Parking Standards

- ▶ Allow Use of Surplus Parking in Adjacent Lots
- ▶ Flexible Multi-Tenant Shared Parking Standards
- ▶ Improved Parking Design Standards
- ▶ Removal of On-Street Parking OK if Added On-Site
- ▶ No Parking Dimension Changes

Parking Codes

- ▶ Update City Parking Codes
- ▶ Simplify Mixed Use Parking Approval Process

Planning Commission

- ▶ Item went before PC on April 25th, May 23rd and June 13th
- ▶ Incorporated comments/recommendations
- ▶ Public Testimony

Staff's Recommendation

- ▶ Receive presentation
- ▶ Discuss the information presented
- ▶ Conduct the Public Hearing and Receive Public Testimony
- ▶ Continue the Public Hearing to July 3, 2018

Agenda Date: 7/3/2018

TO:

Honorable Mayor and Members of the City Council

THROUGH:

Bruce Moe, City Manager

FROM:

Liza Tamura, City Clerk

George Gabriel, Management Analyst

SUBJECT:

Appointment to Vacant Cultural Arts Commission Seat No. 4 (City Clerk Tamura).

APPOINT

RECOMMENDATION:

Staff recommends that the City Council appoint from the list of interested applicants that participated in the 2018 annual interview and appointment process for the Cultural Arts Commission, Member-at-Large seat.

FISCAL IMPLICATIONS:

There are no fiscal implications associated with the recommended action.

BACKGROUND:

The Cultural Arts Commission consists of six members (one representative with art experience, four Members-at-Large and one student representative) and meets on the third Monday of each month. The Commission is responsible for developing a Cultural Arts Master Plan for the City, encouraging and supporting art education programs in the community and schools, participating in the Arts in Public Places selection process, and assisting in the Art in Civic Spaces Program.

On May 25, 2018, Commissioner Prigozhin tendered his letter of resignation to the City; effectively leaving Cultural Arts Commission, Seat No. 4, Member-at-Large seat, vacant.

On June 19, 2018, City Council accepted the resignation from Cultural Arts Commissioner Leon Prigozhin, declared Cultural Arts Commission Seat No. 4 Vacant, and directed the City Clerk to return to the July 3, 2018 City Council meeting with a list of interested applicants from the May 2018 annual interview and appointment process.

DISCUSSION:

Per Ordinance No. 1975, if a vacant seat has 18 months or less remaining in its term, the new member would complete the original term and automatically be re-appointed to a three-year term.

Commissioner Prigozhin's term was scheduled to expire on May 31, 2019. As such, the new member appointed to this seat will complete the original term of office (expiring May 31, 2019) and then be automatically re-appointed to the succeeding three-year term from June 1, 2019 to May 31, 2022. Additionally, the new member will be eligible to serve one succeeding term, upon City Council re-appointment, from June 1, 2022 to May 31, 2025.

Interested Applicants:

On April 24, 2018, six individuals interviewed for the Cultural Arts Commission, Member-at-Large seat. Of the six, Shannon Ryan was appointed to Seat No. 3.

Staff has contacted the remaining five eligible applicants and confirmed that they are interested in being appointed to the Cultural Arts Commission. Those applicants are:

- Russel Allen
- Denise Anderman
- George Apostol
- Wendy Stillman
- Adam Taner

Staff recommends that the City Council appoint from the eligible and interested list to fill the existing vacancy for Seat No. 4 on the Cultural Arts Commission.

LEGAL REVIEW

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

Agenda Date: 7/3/2018

TO:

Honorable Mayor and Members of the City Council

THROUGH:

Bruce Moe, City Manager

FROM:

Derrick Abell, Chief of Police

SUBJECT:

Update on the Automated License Plate Reader Program (Police Chief Abell).

RECEIVE REPORT

RECOMMENDATION:

Staff recommends that the City Council receive this report.

FISCAL IMPLICATIONS:

There are no fiscal implications associated with the recommended action.

BACKGROUND:

At the November 3, 2015 City Council meeting, staff was directed to report back to City Council regarding the feasibility of installing license plate readers at critical points of ingress and egress to the City. Staff returned to City Council on April 5, 2016, with a report on the feasibility of the project, as well as the proposed locations for the license plate readers. City Council subsequently approved the concept and a budget was appropriated for Fiscal Year 2016-17. At the February 21, 2017 City Council meeting, a contract for purchase, installation, and software was awarded to Vigilant Solutions.

The Police Department worked closely with the Traffic Engineer to determine the intersections that carried the highest volume of cars at points of ingress and egress, with each intersection averaging 15,000 cars daily. There were 7 intersections initially identified. Two of the seven intersections were along the Sepulveda corridor (at Rosecrans and at Artesia), and fall under the jurisdiction of California Department of Transportation (Cal Trans). Unfortunately, Cal Trans denied Manhattan Beach's permit applications to install cameras on their infrastructure.

The Police Department moved forward with installation of cameras at the other 5 locations

(Artesia/Aviation, Manhattan Beach Blvd./Aviation, Marine/Aviation, Rosecrans/Aviation, and 45th/Highland). Four of the five intersections have multiple directions being monitored (i.e. traffic east and west bound).

The installation was completed in August 2017.

Other Los Angeles area agencies utilizing Vigilant Solutions include Los Angeles Sheriff's Department, California Highway Patrol, Torrance, Hawthorne, Rancho Palos Verdes, Rolling Hills Estates, Rolling Hills, Palos Verdes Estates, Long Beach, Port of Long Beach, Downey, Burbank, West Covina, Glendora, Bell, Whittier, South Gate, Bell Gardens, Azusa, Monrovia, Montebello, Chino, La Verne, Claremont and Beverly Hills.

Automated license plate reader (ALPR) technology has proven to be an efficient way for law enforcement to generate investigative leads and locate suspects, helping to preserve and enhance safety in the community. Fixed ALPRs scan the license plates of passing vehicles; the plate information is then automatically checked against a database for existing unresolved violations, wants/warrants, etc. Dispatch then receives an immediate alert of any reported stolen vehicle passing through, as well as vehicles listed as "wanted" in connection with crimes, missing persons, arrest warrants associated with a vehicle, and stolen license plates. Manhattan Beach detectives also have access to the database of license plates to assist them in criminal investigations.

An ALPR sharing agreement was crafted to balance, to the extent possible, the specific requirements of State law, and reasonable concerns over personal privacy, with the legitimate need of law enforcement to have access to such data in order to apprehend those who have committed serious crimes and thereby prevent further criminal conduct.

At the April 17, 2018 City Council meeting, staff provided an update to City Council regarding the ALPR program. City Council requested that staff return to provide an update on the program and potential data sharing opportunities with other local law enforcement agencies.

DISCUSSION:

The ALPR system continues to be a positive addition to the Manhattan Beach Police Department's investigative tool box. In the first ten months of operation, the system has helped to solve (or provide important leads on) over 50 investigations. Additionally, 25 stolen vehicles were recovered, a missing person was found, and 34 felony arrests were made (including a suspected burglary crew, a package thief, a felony hit-and-run suspect, and numerous suspected identity thieves). Many of the vehicles located had burglary tools, stolen property, evidence of fraud (stolen mail, credit cards, washed checks, etc.), and illegal narcotics; one car had an embosser used to manufacture fraudulent credit cards; and two had loaded handguns.

ALPR data is stored for one year and then is automatically deleted. ALPR data will be stored longer if it pertains to a specific criminal investigation. Manhattan Beach police officers are only authorized to conduct license plate searches for legitimate criminal investigative purposes. Pursuant to the City's contract with Vigilant Solutions, the manufacturer of the ALPR system, Vigilant cannot access the City's data, nor can they share any of the data generated by Manhattan Beach without the City's permission.

There are a number of local law enforcement agencies who provide the Manhattan Beach Police Department with access to their ALPR data for investigations. Access to this data has greatly enhanced our ability to generate leads, solve cases, and arrest criminals. Our Police Department does not currently share our ALPR data with anyone, except under very limited circumstances, and only when such sharing directly benefits the City, such as in a criminal investigation (e.g., if a robbery is committed in another jurisdiction and the suspect travels through Manhattan Beach, the City may share ALPR information with that other jurisdiction).

The Police Department worked closely with the City Attorney's Office to create an ALPR Data Sharing Agreement that can be used to facilitate data sharing with neighboring police agencies for investigative purposes. Providing other agencies with the ability to locate and arrest suspects will ultimately enhance the safety of the community. The agreement reinforces our community's right to maintain privacy, while still providing an investigative tool to solve crimes and arrest criminals.

PUBLIC OUTREACH/INTEREST:

Prior to installing the license plate readers, information about the license plate reader project, as well as opportunities to learn more about the project and comment on the project, were publicized via Nixle, Facebook, and press release. A community meeting was conducted on August 31, 2016, to share information and answer questions about the project; over 50 residents attended.

An Open City Hall topic was also created in August 2016. The topic received 86 responses, which is equivalent to approximately 4.3 hours of public comment. Of the total respondents, 77% were in favor of installing cameras and ALPRs, 17% were opposed, and 6% were neutral. Of the 86 respondents, 80 were Manhattan Beach residents; 83% of resident respondents were in favor of installing cameras and ALPRs. Opponents noted concerns about privacy and accountability.

ENVIRONMENTAL REVIEW:

The City has reviewed the proposed activity for compliance with the California Environmental Quality Act (CEQA) and has determined that the activity is not a "Project" as defined under Section 15378 of the State CEQA Guidelines; therefore, pursuant to Section 15060(c)(3) of the State CEQA Guidelines the activity is not subject to CEQA. Thus, no environmental review is necessary.

LEGAL REVIEW:

After discussions with Police Department staff concerning the sharing of ALPR data, the City Attorney's Office conducted research concerning applicable legal authorities as well as issues raised by the public nationally. Overall, those concerns relate primarily to issues of privacy and how ALPR data should be managed so as to limit its use and storage for legitimate law enforcement purposes, and to minimize the potential for misuse. Commencing in 2016, California proactively adopted a set of laws intended to address these concerns. In addition, the ALPR sharing agreement includes provisions that go well beyond the requirements of State law with respect to sharing of ALPR data with other law enforcement agencies, and their use and storage of such data.

These provisions include, but are not limited to, a requirement that MBPD may only share its ALPR data with other Los Angeles County city police departments, and the Los Angeles County Sheriff's Department, unless special Department consent is obtained on a case by case basis. Except in emergencies, recipient agencies are prohibited from sharing of MBPD ALPR data with any other agencies *including any federal agency or national database*. The agreement requires any recipient agency whose negligent use or misuse of, or access to, MBPD ALPR data results in any claim being asserted against the City, to defend and indemnify the City.

To ensure the current accuracy of ALPR data received from MBPD, recipient agencies are required to regularly "refresh" or update such ALPR data. Furthermore, recipients must maintain an "audit trail" accessible to and sufficient for MBPD to track the recipient agency's purpose for access, use and disposition of shared ALPR data. All recipient agencies are required to strictly maintain the confidentiality of the data. Therefore, strict requirements are included governing the recipient agency's internal access to and storage of MBPD ALPR data, including a requirement that access may only occur through use of authorized passwords, and a prohibition against cloud-based storage.

Agenda Item No. 8

Report on Southern California Edison's Power Reliability in the City of Manhattan Beach (Oral Presentation by Southern California Edison) (Public Works Director Katsouleas).

RECEIVE REPORT AND FILE

PowerPoint Presentation (SCE)

Circuit Reliability Review

Manhattan Beach

January 2018



Building a Smarter Grid for Southern California

- Southern California Edison is developing an electric grid to support California’s transition to a clean and sustainable future that meets the needs and expectations of our customers.
- We are investing more than \$13 billion in the power distribution grid over three years (2017-19). Our main investment goal is to increase power reliability through significant upgrades. The investments include:
 - Upgrading cables, poles, switches and transformers
 - Updating the grid so it can accommodate new technologies, such as smart inverters that will allow for the two-way flow of solar energy
 - Adapting the power system to accommodate future California policy related to energy storage, electric transportation and renewable energy
 - Providing enhanced automation and monitoring devices to allow us to better respond to changes on the grid
- Our investments in local communities will help ensure that customers receive safe, reliable, and affordable electricity now and in the future.
- Learn more at [edison.com/innovation](https://www.sce.com/innovation)

Understanding Your Reliability Report

- As your electric utility, we want you to always have power when you need it. To get there, we constantly track and monitor electric outages across our service territory, and we measure our “system reliability” from this data.
- The two metrics we rely on are common in the electric utility industry: the System Average Interruption Duration Index (SAIDI) and the System Average Interruption Frequency Index (SAIFI). Both are described in more detail on the next page.
- Replacing and upgrading our infrastructure will help SCE maintain or improve SAIDI and SAIFI measurements.
- This report provides historical reliability data for the circuits that serve your jurisdiction and our proposed infrastructure upgrades for the current year.
- To view other reliability reports, visit [sce.com](https://www.sce.com)>Outage Center>Maintaining Reliable Service

Reliability Metrics

MOMENTARY OUTAGES:

OUTAGES LASTING 5 MINUTES OR LESS

MAIFI:

- The number of times the average customer is interrupted by Momentary outages each year.

SUSTAINED OUTAGES:

OUTAGES LASTING LONGER THAN 5 MINUTES

SAIFI:

- The number of times the average customer is interrupted by Sustained outages each year.

SAIDI:

- The cumulative amount of time the average customer is interrupted by Sustained outages each year.

Cities in the SOUTH BAY District

- ALONDRA PARK
- DEL AIRE
- EL SEGUNDO
- GARDENA
- HAWTHORNE
- HERMOSA BEACH
- INGLEWOOD
- LADERA HEIGHTS
- LAWNDALE
- LENNOX
- LOMITA
- LOS ANGELES
- MANHATTAN BEACH**
- PALOS VERDES ESTATES
- RANCHO PALOS VERDES
- REDONDO BEACH
- ROLLING HILLS
- ROLLING HILLS ESTATES
- TORRANCE
- VIEW PARK-WINDSOR HILLS
- WEST ATHENS
- WESTMONT

Reliability by SCE Districts (No Exclusions)

District Name	2013				2014				2015				2016				2017			
	District SAIDI	SAIDI Ranking	District SAIFI	SAIFI Ranking	District SAIDI	SAIDI Ranking	District SAIFI	SAIFI Ranking	District SAIDI	SAIDI Ranking	District SAIFI	SAIFI Ranking	District SAIDI	SAIDI Ranking	District SAIFI	SAIFI Ranking	District SAIDI	SAIDI Ranking	District SAIFI	SAIFI Ranking
ANTELOPE VALLEY	94.42	22	0.62	31	51.05	35	0.59	34	104.34	22	0.68	30	107.67	24	0.87	29	103.19	23	0.87	27
ARROWHEAD	180.59	7	1.39	8	193.25	5	1.59	5	362.61	4	3.97	1	659.46	3	2.85	5	816.52	2	3.86	3
BARSTOW	204.33	6	1.40	7	201.53	4	1.34	10	187.11	8	1.17	12	134.83	18	1.35	9	357.47	6	2.65	6
BIG CREEK	176.51	8	3.08	1	920.25	1	1.34	11	422.77	2	3.42	2	1062.01	2	4.99	1	4273.52	1	7.95	2
BISHOP	104.44	17	0.51	35	118.79	17	0.59	35	298.11	6	2.22	4	168.59	8	1.22	14	190.51	10	1.93	9
BLYTHE	483.13	1	1.38	9	707.54	2	2.42	2	427.00	1	1.52	7	396.38	5	2.71	6	684.48	3	2.38	7
CATALINA	105.94	16	2.97	2	97.02	24	4.17	1	42.56	35	2.25	3	65.01	35	3.66	3	70.67	34	0.54	35
COVINA	100.51	19	0.86	20	91.60	27	0.87	22	100.08	23	0.81	25	112.13	22	0.97	24	117.18	20	0.93	23
DOMINGUEZ HILLS	89.17	26	0.80	21	82.30	29	0.71	28	130.63	15	0.97	17	146.38	12	1.11	17	123.60	18	0.83	28
FOOTHILL	85.80	27	0.79	24	93.35	25	0.93	21	109.64	20	0.95	20	142.81	14	1.03	21	110.53	21	1.12	13
FULLERTON	90.57	25	0.79	22	82.23	30	0.72	27	76.59	29	0.67	31	92.72	30	0.76	34	89.29	28	0.68	33
HUNTINGTON BEACH	66.51	32	0.68	29	79.61	31	0.78	25	98.32	25	0.95	19	128.02	20	1.26	12	99.07	26	0.98	21
KERNVILLE	232.18	4	1.96	3	178.69	8	1.99	3	286.38	7	0.96	18	2421.32	1	3.67	2	305.53	7	3.29	4
LONG BEACH	75.11	30	0.70	28	66.33	34	0.61	32	164.46	9	0.89	23	135.16	17	0.86	31	77.17	32	0.71	32
MENIFEE	107.39	15	1.26	10	156.68	11	1.32	12	111.46	19	0.98	16	156.75	9	1.31	10	130.47	16	0.96	22
MONROVIA	99.12	20	1.02	16	133.32	14	1.16	16	96.68	26	0.88	24	116.57	21	0.84	32	105.00	22	0.98	20
MONTEBELLO	118.08	13	1.17	12	158.34	10	1.16	15	150.28	12	1.18	11	133.52	19	1.17	15	123.98	17	0.99	19
ONTARIO	77.39	29	0.79	23	97.91	23	1.00	19	94.04	27	0.74	27	105.07	27	0.93	27	100.43	24	1.13	12
PALM SPRINGS	112.80	14	0.77	25	107.04	20	0.71	29	99.54	24	0.80	26	107.58	25	1.07	19	119.10	19	1.02	17
REDLANDS	96.48	21	1.04	15	154.25	12	1.04	18	124.52	17	1.01	14	137.11	16	0.98	23	142.59	14	1.01	18
RIDGECREST	161.95	9	1.12	13	176.84	9	1.57	6	148.90	13	1.01	15	254.31	6	1.05	20	164.28	11	1.09	14
SADDLEBACK	70.69	31	0.53	34	99.07	22	0.74	26	46.03	34	0.39	35	65.99	34	0.65	35	65.35	35	0.58	34
SAN JOAQUIN	244.44	2	1.45	6	138.25	13	1.17	14	127.50	16	1.05	13	108.44	23	1.09	18	191.66	9	1.34	11
SANTA ANA	93.35	24	0.74	26	91.68	26	0.84	23	67.46	32	0.71	29	97.27	29	1.00	22	81.90	31	0.71	31
SANTA BARBARA	82.00	28	0.70	27	183.78	7	1.38	9	152.37	11	1.52	6	156.66	10	1.41	8	408.43	5	9.21	1
SANTA MONICA	122.78	12	1.00	17	110.76	19	0.99	20	75.41	30	0.62	32	91.08	31	0.95	26	71.89	33	0.71	30
SOUTH BAY	142.15	10	1.49	5	125.28	16	1.39	8	164.07	10	1.31	8	183.90	7	1.88	7	99.19	25	0.93	24
TEHACHAPI	232.67	3	1.12	14	130.70	15	1.29	13	298.96	5	1.21	9	97.29	28	1.13	16	86.51	29	1.05	16
THOUSAND OAKS	93.86	23	0.91	18	104.37	21	1.10	17	106.59	21	0.92	21	143.78	13	1.31	11	151.74	12	1.43	10
VALENCIA	51.04	34	0.53	33	79.23	32	0.61	33	72.27	31	0.61	33	105.09	26	0.97	25	136.62	15	1.08	15
VENTURA	100.52	18	1.21	11	183.79	6	1.65	4	148.85	14	1.19	10	150.41	11	1.24	13	520.90	4	3.12	5
VICTORVILLE	61.33	33	0.63	30	68.85	33	0.63	31	87.03	28	0.91	22	79.35	33	0.92	28	84.07	30	0.89	26
WHITTIER	135.04	11	0.86	19	87.60	28	0.70	30	114.52	18	0.73	28	137.34	15	0.81	33	148.91	13	0.90	25
WILDOMAR	40.51	35	0.56	32	118.49	18	0.81	24	52.70	33	0.60	34	84.01	32	0.87	30	90.15	27	0.80	29
YUCCA VALLEY	216.97	5	1.50	4	304.25	3	1.49	7	389.08	3	1.80	5	463.68	4	3.39	4	300.33	8	1.96	8
SCE SystemWide	102.61		0.91		112.10		0.97		114.83		0.92		134.48		1.10		139.73		1.19	

Exclusions are days which utilities are allowed to remove from their metrics because the outages on those days were caused by a severe acts of nature.

**In the columns showing "Rank," lower numbers indicate poorer performance.

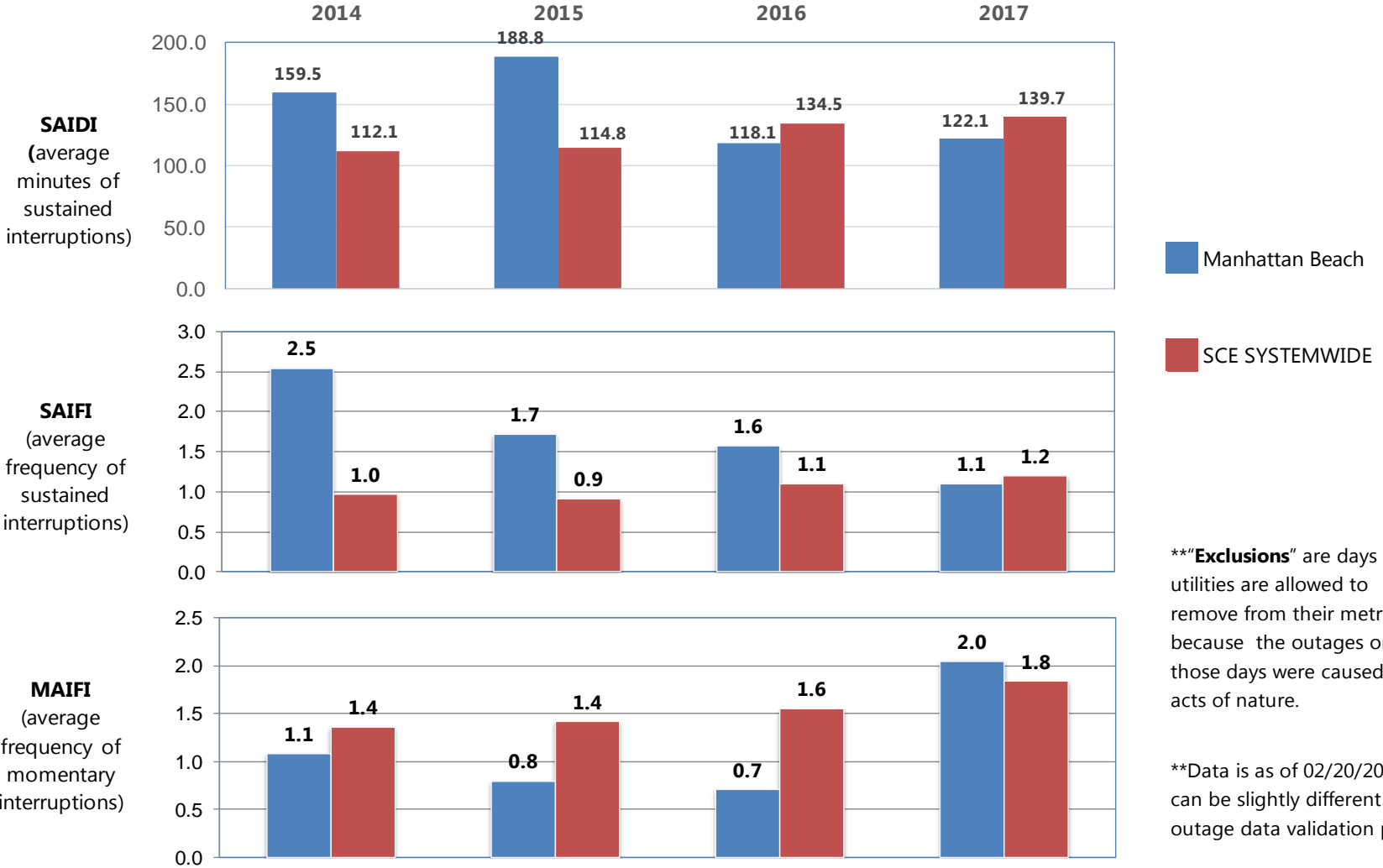
Overview of Manhattan Beach

There are 17 circuits that serve Manhattan Beach

Circuit Type	Customers	Circuit Type	Customers	Circuit Type	Customers	Circuit Type	Customers
BARRACUDA(16KV)	244						
BORDEN(4.16KV)	1,002						
CLEO(4.16KV)	1,073						
CYLINDER(16KV)	1,395						
GRIZZLEY(16KV)	3,498						
HARKNESS(4.16KV)	846						
HILL(4.16KV)	771						
KATHLEEN(16KV)	676						
KEATS(4.16KV)	160						
MINNOW(16KV)	72						
NO BEACH(4.16KV)	800						
OZONE(4.16KV)	603						
PENGUIN(16KV)	455						
PISTON(16KV)	4,368						
SALMON(16KV)	3,834						
SO STRAND(4.16KV)	616						
VALVE(16KV)	3,339						

Grand Total 23,752

Reliability History of Circuits Serving Manhattan Beach (No Exclusions)



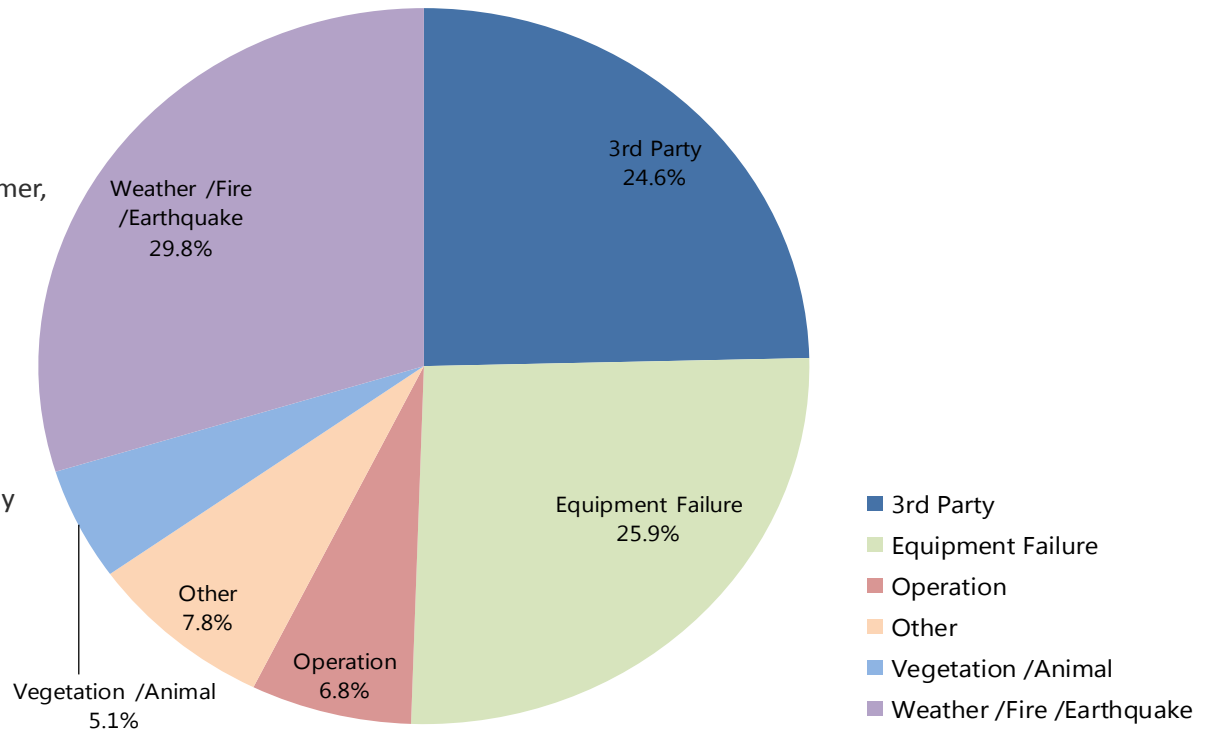
**"Exclusions" are days which utilities are allowed to remove from their metrics because the outages on those days were caused by acts of nature.

**Data is as of 02/20/2018, data can be slightly different due to outage data validation process

Causes of Repair Outages in Manhattan Beach 2017

Contributions to SAIDI by Outage Cause

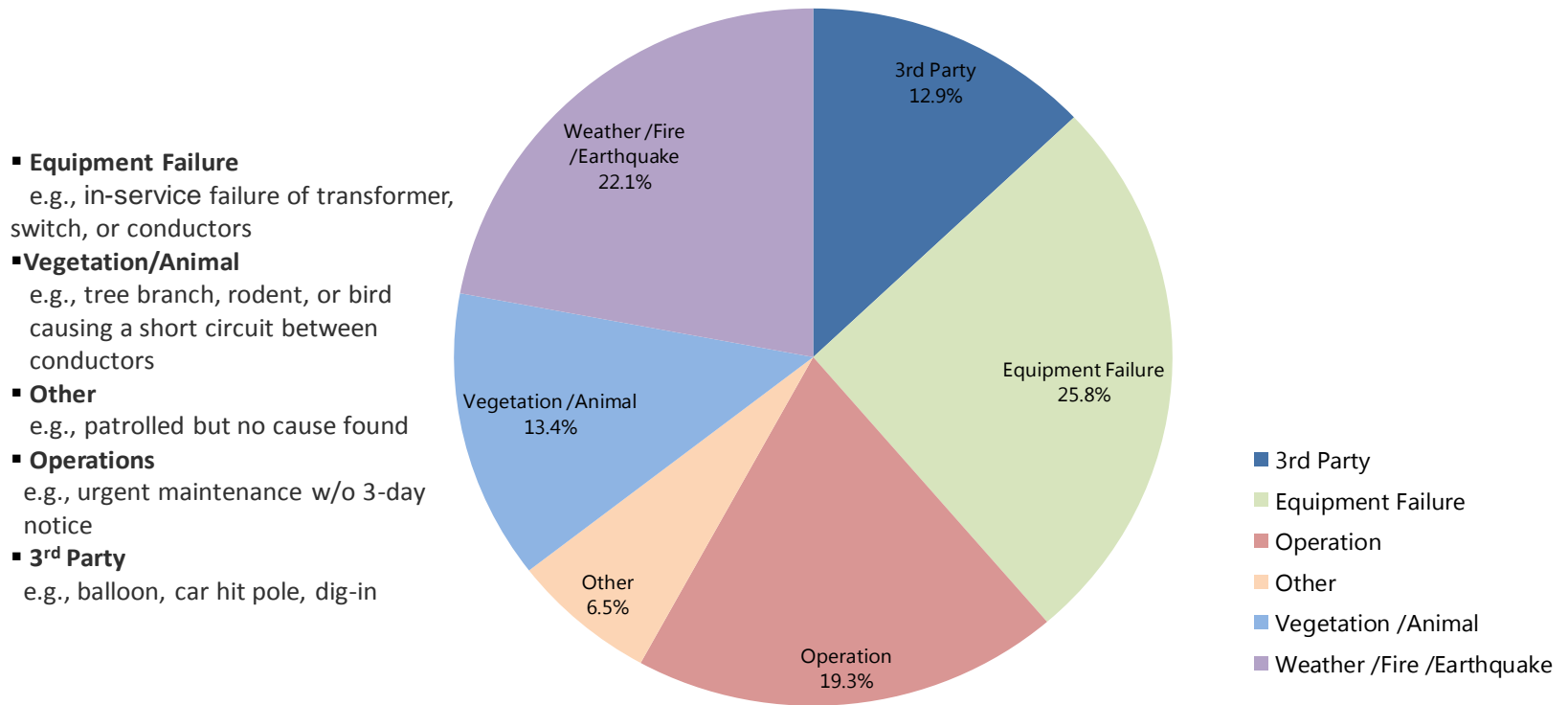
- **Equipment Failure**
e.g., in-service failure of transformer, switch, or conductors
- **Vegetation/Animal**
e.g., tree branch, rodent, or bird causing a short circuit between conductors
- **Other**
e.g., patrolled but no cause found
- **Operations**
e.g., urgent maintenance w/o 3-day notice
- **3rd Party**
e.g., balloon, car hit pole, dig-in



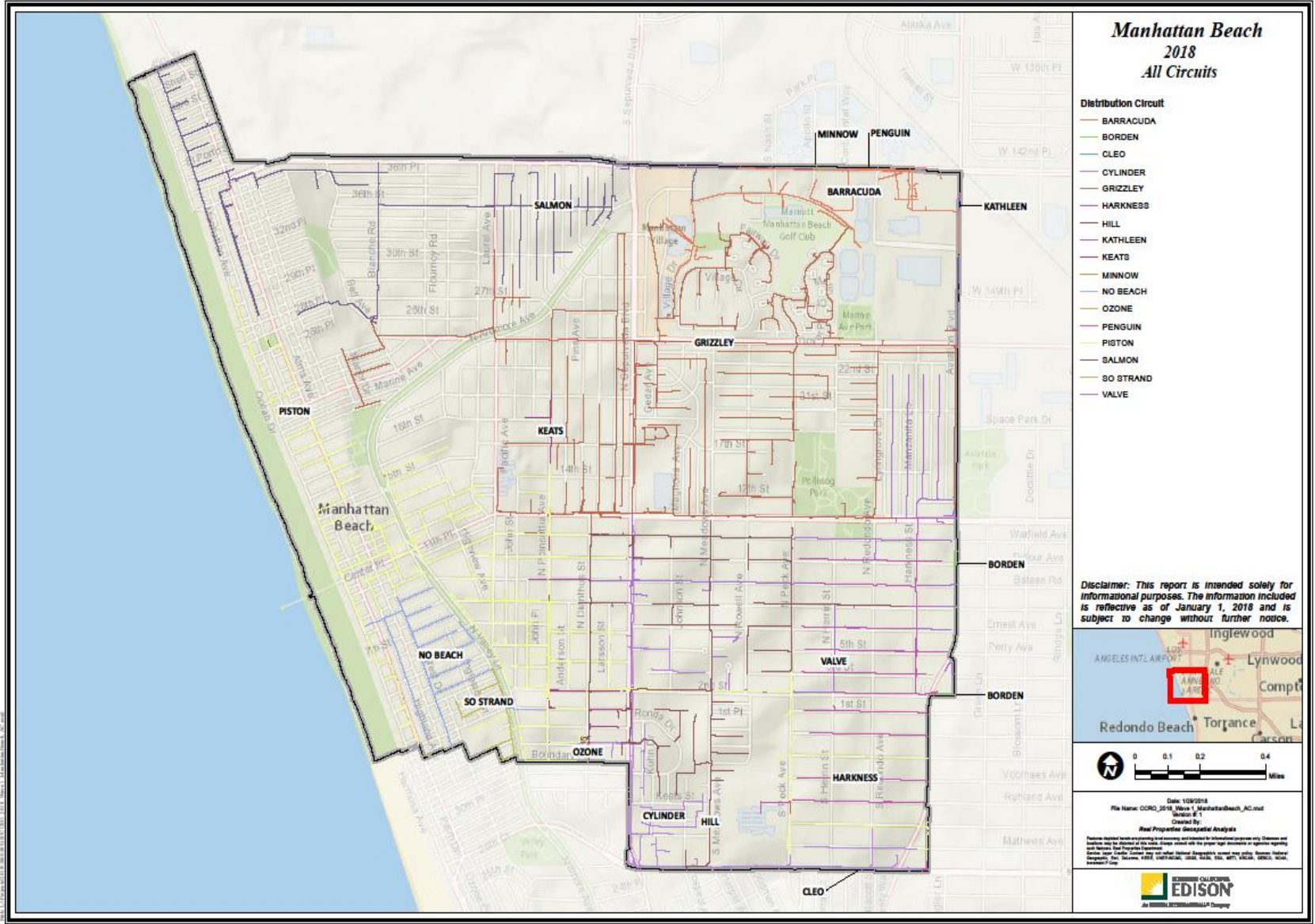
SAIDI = the cumulative amount of time the average customer is interrupted by “sustained” outages each year.

Causes of Repair Outages in Manhattan Beach 2017

Contributions to SAIFI by Outage Cause



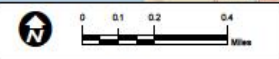
SAIFI = the number of times the average customer is interrupted by “sustained” outages each year



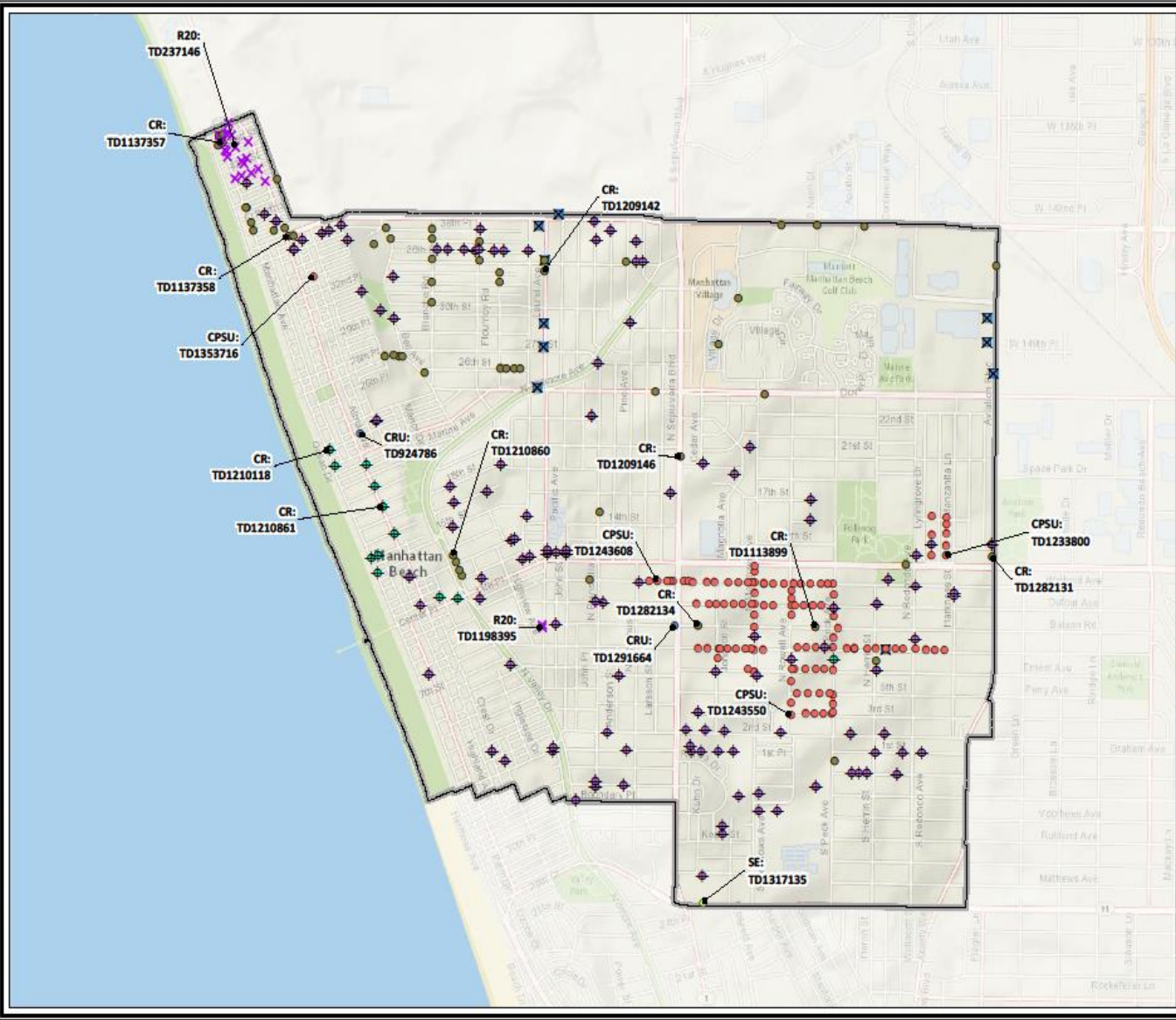
Manhattan Beach 2018 Capital Improvement Plan

- Replacement/Equipment Upgrade**
 - ◆ Grid Modernization
 - ◆ Pole Replacement
- Other Work**
 - Circuit Public Safety Upgrade
 - Circuit Rebuild
 - Circuit Reliability Upgrade
 - ✕ Rule 20 Underground Conversion
 - Structures & Equipment
- Replacement/Equipment Upgrade (Transmission)**
 - ✕ Pole Replacement

Disclaimer: This report is intended solely for informational purposes. The information included is reflective as of January 1, 2018 and is subject to change without further notice.



Date: 2/16/2018
 File Name: CCR0_2018_Manhattan_Beach_CP.mxd
 Version: 1
 Created By: [Name]
 Real Properties Geospatial Analysis



Back-up Slides

Reliability Histories of Circuits Serving Manhattan Beach

Updated through Dec 2017

Average Reliability of 17 Circuits Serving Manhattan Beach

	2014			2015			2016			1st Qtr 2017			2nd Qtr 2017			3rd Qtr 2017			4th Qtr 2017			2017		
	SAIDI	SAIFI	MAIFI	SAIDI	SAIFI	MAIFI	SAIDI	SAIFI	MAIFI	SAIDI	SAIFI	MAIFI	SAIDI	SAIFI	MAIFI	SAIDI	SAIFI	MAIFI	SAIDI	SAIFI	MAIFI	SAIDI	SAIFI	MAIFI
17 Circuits Serving Manhattan Beach -- Total																								
Customers: 23,752	159.5	2.5	1.1	188.8	1.7	0.8	118.1	1.6	0.7	22.3	0.3	1.2	38.8	0.2	0.3	10.4	0.0	0.1	50.7	0.5	0.4	122.1	1.1	2.0
3rd Party	5%	5%	8%	6%	12%	22%	12%	7%	4%	-	-	13%	78%	63%	46%	-	-	40%	-	-	-	25%	13%	16%
Equipment Failure	55%	35%	18%	71%	59%	63%	40%	13%	8%	40%	31%	55%	18%	35%	-	87%	73%	-	13%	15%	44%	26%	26%	43%
Operation	2%	2%	6%	15%	19%	4%	21%	40%	25%	21%	56%	-	5%	3%	-	13%	27%	47%	1%	2%	-	7%	19%	2%
Other	11%	33%	42%	3%	2%	-	6%	0%	28%	39%	12%	32%	-	-	54%	-	-	13%	2%	6%	34%	8%	7%	35%
Vegetation/Animal	2%	9%	2%	-	-	6%	7%	23%	4%	-	-	-	-	-	-	-	-	-	12%	29%	5%	5%	13%	1%
Weather/Fire/Earthquake	24%	16%	24%	5%	9%	5%	15%	17%	30%	-	-	-	-	-	-	-	-	-	72%	48%	17%	30%	22%	4%
SCE SYSTEMWIDE	112.1	1.0	1.4	114.8	0.9	1.4	134.5	1.1	1.6	42.6	0.3	0.5	23.6	0.2	0.4	29.2	0.2	0.4	44.3	0.4	0.5	139.7	1.2	1.8

Notes:

No outages are excluded from the metrics.

Outage Causes:

Other: e.g., patrolled but no cause could be found

Operations: e.g., urgent maintenance w/o 3-day notice to customers

3rd Party: e.g., balloons, car hit pole, dig-in

Vegetation/Animal: e.g., tree branch, rodent, or bird causing short circuit across conductors

SAIDI (minutes) = the cumulative amount of time the average customer is interrupted by “sustained” (longer than 5 minutes) outages.

SAIFI (interruptions) = the number of times the average customer is interrupted by “sustained” outages.

MAIFI (interruptions) = the number of times the average customer is interrupted by “momentary ” (lasting 5 minutes or less) outages.

Reliability Histories for Individual Circuits Serving Manhattan Beach - 1 of 5

	2014			2015			2016			1st Qtr 2017			2nd Qtr 2017			3rd Qtr 2017			4th Qtr 2017			2017		
	SAIDI	SAIFI	MAIFI	SAIDI	SAIFI	MAIFI	SAIDI	SAIFI	MAIFI	SAIDI	SAIFI	MAIFI	SAIDI	SAIFI	MAIFI	SAIDI	SAIFI	MAIFI	SAIDI	SAIFI	MAIFI	SAIDI	SAIFI	MAIFI
BARRACUDA(16KV) - Customers: 244	58.2	0.1	2.0	-	-	-	156.0	2.1	-	-	-	-	163.7	0.5	-	-	-	-	24.4	1.6	1.0	188.2	2.1	1.0
3rd Party	-	-	-	-	-	-	94%	51%	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Equipment Failure	-	-	-	-	-	-	1%	0%	-	-	-	-	-	-	-	-	-	-	79%	68%	100%	10%	52%	100%
Operation	100%	100%	50%	-	-	-	-	-	-	-	-	-	100%	100%	-	-	-	-	21%	32%	-	90%	48%	-
Other	-	-	50%	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vegetation/Animal	-	-	-	-	-	-	5%	48%	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Weather/Fire/Earthquake	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
BORDEN(4.16KV) - Customers: 1,002	4.1	0.0	1.0	16.0	1.1	-	85.7	2.1	5.0	-	-	-	-	-	-	-	-	-	115.4	1.3	-	115.4	1.3	-
3rd Party	-	-	100%	-	-	-	56%	49%	20%	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Equipment Failure	100%	100%	-	13%	2%	-	6%	1%	-	-	-	-	-	-	-	-	-	-	100%	100%	-	100%	100%	-
Operation	-	-	-	87%	98%	-	37%	50%	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-	80%	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vegetation/Animal	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Weather/Fire/Earthquake	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
CLEO(4.16KV) - Customers: 1,073	3.0	0.0	4.0	149.1	0.4	3.0	55.0	2.0	2.0	-	-	-	-	-	-	21.6	0.1	-	-	-	-	21.6	0.1	-
3rd Party	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Equipment Failure	-	-	-	37%	9%	100%	-	-	-	-	-	-	-	-	-	93%	80%	-	-	-	-	93%	80%	-
Operation	-	-	25%	63%	91%	-	58%	51%	-	-	-	-	-	-	-	7%	20%	-	-	-	-	7%	20%	-
Other	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vegetation/Animal	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Weather/Fire/Earthquake	100%	100%	75%	-	-	-	42%	49%	100%	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
CYLINDER(16KV) - Customers: 1,395	33.8	1.0	1.0	258.5	3.0	-	398.1	3.1	1.0	63.3	1.3	1.0	-	-	-	0.9	0.0	-	-	-	-	64.1	1.3	1.0
3rd Party	-	-	-	5%	33%	-	39%	33%	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Equipment Failure	9%	1%	-	61%	34%	-	22%	32%	97%	98%	99%	100%	-	-	-	-	-	-	-	-	-	97%	98%	100%
Operation	-	-	-	35%	34%	-	8%	32%	-	2%	1%	-	-	-	-	100%	100%	-	-	-	-	3%	2%	-
Other	-	-	-	-	-	-	32%	3%	3%	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vegetation/Animal	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Weather/Fire/Earthquake	91%	99%	100%	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-

Reliability Histories for Individual Circuits Serving Manhattan Beach - 2 of 5

	2014			2015			2016			1st Qtr 2017			2nd Qtr 2017			3rd Qtr 2017			4th Qtr 2017			2017		
	SAIDI	SAIFI	MAIFI	SAIDI	SAIFI	MAIFI	SAIDI	SAIFI	MAIFI	SAIDI	SAIFI	MAIFI	SAIDI	SAIFI	MAIFI	SAIDI	SAIFI	MAIFI	SAIDI	SAIFI	MAIFI	SAIDI	SAIFI	MAIFI
GRIZZLEY(16KV) - Customers: 3,498	508.4	10.0	-	114.4	2.2	2.2	14.2	1.0	1.0	-	-	-	-	-	6.2	0.0	-	-	-	1.0	6.2	0.0	1.0	
3rd Party	14%	7%	-	-	-	50%	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Equipment Failure	53%	33%	-	99%	99%	50%	-	-	-	-	-	-	-	-	36%	54%	-	-	-	-	36%	54%	-	
Operation	-	-	-	1%	1%	-	5%	0%	100%	-	-	-	-	-	64%	46%	-	-	-	-	64%	46%	-	
Other	14%	42%	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	100%	-	-	-	100%	
Vegetation/Animal	3%	12%	-	-	-	-	92%	99%	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Weather/Fire/Earthquake	16%	7%	-	-	-	-	3%	0%	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
HARKNESS(4.16KV) - Customers: 846	75.5	1.0	0.9	47.3	0.1	-	45.3	1.1	-	-	-	-	0.2	0.0	-	-	-	-	-	-	0.2	0.0	-	
3rd Party	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Equipment Failure	-	-	-	5%	20%	-	28%	9%	-	-	-	-	100%	100%	-	-	-	-	-	-	100%	100%	-	
Operation	-	-	-	95%	80%	-	72%	91%	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Other	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Vegetation/Animal	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Weather/Fire/Earthquake	100%	100%	100%	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
HILL(4.16KV) - Customers: 771	59.8	1.7	1.1	87.8	1.0	1.0	111.8	1.2	0.8	160.9	1.0	1.0	-	-	8.5	0.0	1.0	1.5	0.0	-	170.9	1.0	2.0	
3rd Party	27%	62%	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Equipment Failure	-	-	-	100%	100%	-	14%	3%	-	100%	100%	100%	-	-	-	-	-	100%	100%	-	95%	97%	51%	
Operation	73%	38%	-	-	-	-	86%	97%	100%	-	-	-	-	-	100%	100%	100%	-	-	-	5%	3%	49%	
Other	-	-	100%	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Vegetation/Animal	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Weather/Fire/Earthquake	-	-	-	-	-	100%	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
KATHLEEN(16KV) - Customers: 676	110.3	3.1	1.0	39.6	1.0	2.1	68.7	1.1	1.0	279.0	1.1	0.9	-	-	-	1.0	20.4	1.0	-	299.3	2.1	2.0		
3rd Party	-	-	100%	100%	100%	-	-	-	-	-	-	-	-	-	-	100%	-	-	-	-	-	-	52%	
Equipment Failure	54%	66%	-	0%	0%	-	100%	100%	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Operation	-	-	-	-	-	50%	-	-	-	4%	5%	-	-	-	-	-	-	-	-	-	3%	3%	-	
Other	-	-	-	-	-	-	-	-	-	96%	95%	100%	-	-	-	-	100%	100%	-	-	97%	97%	48%	
Vegetation/Animal	-	-	-	-	-	50%	-	-	100%	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Weather/Fire/Earthquake	46%	34%	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	

Reliability Histories for Individual Circuits Serving Manhattan Beach - 3 of 5

	2014			2015			2016			1st Qtr 2017			2nd Qtr 2017			3rd Qtr 2017			4th Qtr 2017			2017		
	SAIDI	SAIFI	MAIFI	SAIDI	SAIFI	MAIFI	SAIDI	SAIFI	MAIFI	SAIDI	SAIFI	MAIFI	SAIDI	SAIFI	MAIFI	SAIDI	SAIFI	MAIFI	SAIDI	SAIFI	MAIFI	SAIDI	SAIFI	MAIFI
KEATS(4.16KV) - Customers: 160	4.7	0.1	1.0	18.1	0.1	1.0	75.7	1.1	-	-	-	1.0	-	-	-	-	-	-	-	-	-	-	-	1.0
3rd Party	-	-	100%	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Equipment Failure	74%	34%	-	-	-	-	-	-	-	-	-	100%	-	-	-	-	-	-	-	-	-	-	-	100%
Operation	26%	66%	-	100%	100%	-	100%	100%	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vegetation/Animal	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Weather/Fire/Earthquake	-	-	-	-	-	100%	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
MINNOW(16KV) - Customers: 72	-	-	-	-	-	-	204.4	5.4	-	4.0	0.0	-	77.8	1.4	-	-	-	-	-	-	-	81.8	1.4	-
3rd Party	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Equipment Failure	-	-	-	-	-	-	91%	61%	-	-	-	-	100%	100%	-	-	-	-	-	-	-	95%	99%	-
Operation	-	-	-	-	-	-	4%	19%	-	100%	100%	-	-	-	-	-	-	-	-	-	-	5%	1%	-
Other	-	-	-	-	-	-	2%	0%	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vegetation/Animal	-	-	-	-	-	-	4%	20%	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Weather/Fire/Earthquake	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
NO BEACH(4.16KV) - Customers: 800	113.7	1.0	-	302.3	1.1	-	72.6	2.0	1.0	-	-	1.0	-	-	-	2.9	0.0	-	3.8	0.0	-	6.7	0.0	1.0
3rd Party	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Equipment Failure	1%	1%	-	7%	4%	-	-	-	-	-	-	100%	-	-	-	-	-	-	100%	100%	-	57%	9%	100%
Operation	-	-	-	93%	96%	-	43%	50%	-	-	-	-	-	-	-	100%	100%	-	-	-	-	43%	91%	-
Other	99%	99%	-	-	-	-	-	-	100%	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vegetation/Animal	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Weather/Fire/Earthquake	-	-	-	-	-	-	57%	50%	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
OZONE(4.16KV) - Customers: 603	-	-	-	68.8	2.1	1.0	146.6	2.1	1.0	-	-	1.0	-	-	-	-	-	-	-	-	-	-	-	1.0
3rd Party	-	-	-	73%	95%	100%	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Equipment Failure	-	-	-	27%	5%	-	77%	51%	-	-	-	100%	-	-	-	-	-	-	-	-	-	-	-	100%
Operation	-	-	-	-	-	-	23%	49%	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-	100%	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vegetation/Animal	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Weather/Fire/Earthquake	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-

Reliability Histories for Individual Circuits Serving Manhattan Beach - 4 of 5

	2014			2015			2016			1st Qtr 2017			2nd Qtr 2017			3rd Qtr 2017			4th Qtr 2017			2017		
	SAIDI	SAIFI	MAIFI	SAIDI	SAIFI	MAIFI	SAIDI	SAIFI	MAIFI	SAIDI	SAIFI	MAIFI	SAIDI	SAIFI	MAIFI	SAIDI	SAIFI	MAIFI	SAIDI	SAIFI	MAIFI	SAIDI	SAIFI	MAIFI
PENGUIN(16KV) - Customers: 455	46.3	3.4	1.2	19.5	0.0	1.0	57.5	1.0	0.0	-	-	-	202.6	1.0	-	-	-	0.1	117.1	1.1	-	319.7	2.1	0.1
3rd Party	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Equipment Failure	-	-	-	100%	100%	-	-	-	-	-	-	-	100%	100%	-	-	-	-	100%	100%	-	100%	100%	-
Operation	-	-	-	-	-	0%	7%	2%	-	-	-	-	-	-	-	-	-	100%	-	-	-	-	-	100%
Other	70%	75%	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vegetation/Animal	30%	25%	100%	-	-	100%	93%	98%	100%	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Weather/Fire/Earthquake	-	-	0%	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
PISTON(16KV) - Customers: 4,368	264.4	1.0	1.3	409.2	1.5	0.3	52.5	1.1	-	27.4	1.1	4.6	-	-	-	3.4	0.0	-	8.6	0.7	1.0	39.4	1.7	5.6
3rd Party	-	-	-	0%	1%	-	13%	7%	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Equipment Failure	100%	99%	22%	96%	94%	100%	5%	0%	-	-	-	58%	-	-	-	75%	32%	-	-	-	100%	6%	0%	65%
Operation	-	-	-	3%	4%	-	82%	93%	-	81%	94%	-	-	-	-	25%	68%	-	7%	0%	-	60%	58%	-
Other	-	-	78%	1%	1%	-	-	-	-	19%	6%	42%	-	-	-	-	-	-	-	-	-	13%	4%	35%
Vegetation/Animal	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Weather/Fire/Earthquake	0%	1%	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	93%	100%	-	20%	38%	-
SALMON(16KV) - Customers: 3,834	93.4	4.0	-	226.4	2.5	-	166.7	2.2	-	-	-	1.0	200.9	1.2	1.1	36.3	0.1	-	252.9	1.7	0.6	490.1	2.9	2.7
3rd Party	-	-	-	5%	0%	-	1%	1%	-	-	-	100%	92%	72%	11%	-	-	-	-	-	-	38%	30%	41%
Equipment Failure	27%	1%	-	79%	91%	-	26%	2%	-	-	-	-	8%	28%	-	98%	90%	-	0%	0%	-	11%	14%	-
Operation	2%	1%	-	2%	2%	-	1%	1%	-	-	-	-	-	-	-	2%	10%	-	0%	1%	-	0%	1%	-
Other	54%	73%	-	13%	7%	-	-	-	-	-	-	-	-	-	89%	-	-	-	-	-	-	-	-	37%
Vegetation/Animal	17%	24%	-	-	-	-	14%	44%	-	-	-	-	-	-	-	-	-	-	15%	55%	21%	8%	31%	5%
Weather/Fire/Earthquake	-	-	-	-	-	-	59%	52%	-	-	-	-	-	-	-	-	-	-	84%	44%	79%	44%	25%	17%
SO STRAND(4.16KV) - Customers: 616	17.7	0.2	-	224.8	2.0	-	1063.8	3.0	1.0	-	-	1.0	1.7	0.0	-	-	-	0.4	-	-	-	1.7	0.0	1.4
3rd Party	-	-	-	100%	100%	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Equipment Failure	-	-	-	-	-	-	97%	66%	-	-	-	100%	-	-	-	-	-	-	-	-	-	-	-	73%
Operation	100%	100%	-	-	-	-	3%	34%	-	-	-	-	100%	100%	-	-	-	-	-	-	-	100%	100%	-
Other	-	-	-	-	-	-	-	-	100%	-	-	-	-	-	-	-	-	100%	-	-	-	-	-	27%
Vegetation/Animal	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Weather/Fire/Earthquake	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-

Reliability Histories for Individual Circuits Serving Manhattan Beach - 5 of 5

	2014			2015			2016			1st Qtr 2017			2nd Qtr 2017			3rd Qtr 2017			4th Qtr 2017			2017		
	SAIDI	SAIFI	MAIFI	SAIDI	SAIFI	MAIFI	SAIDI	SAIFI	MAIFI	SAIDI	SAIFI	MAIFI	SAIDI	SAIFI	MAIFI	SAIDI	SAIFI	MAIFI	SAIDI	SAIFI	MAIFI	SAIDI	SAIFI	MAIFI
VALVE(16KV) - Customers: 3,339	178.2	3.0	2.1	86.4	1.9	0.9	35.5	1.0	0.8	1.3	0.0	-	0.2	0.0	0.8	10.2	0.0	-	4.6	0.0	-	16.3	0.1	0.8
3rd Party	-	-	-	3%	2%	-	-	-	-	-	-	-	-	-	100%	-	-	-	-	-	-	-	-	100%
Equipment Failure	18%	59%	41%	13%	1%	100%	-	-	-	-	-	-	-	-	-	100%	100%	-	38%	9%	-	73%	48%	-
Operation	-	-	-	22%	49%	-	73%	82%	-	100%	100%	-	100%	100%	-	-	-	-	12%	26%	-	12%	26%	-
Other	-	-	59%	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	51%	65%	-	14%	26%	-
Vegetation/Animal	-	-	-	-	-	-	27%	18%	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Weather/Fire/Earthquake	82%	41%	-	63%	48%	-	-	-	100%	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
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Agenda Date: 7/3/2018

TO:

Honorable Mayor and Members of the City Council

THROUGH:

Bruce Moe, 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

June 27, 2018 Agenda Forecast

TENTATIVE DRAFT – SUBJECT TO CHANGE
**FORECAST OF UPCOMING CITY COUNCIL MEETING ITEMS,
 INFORMATIONAL MEMOS, & FUTURE AGENDA ITEMS**

CEREMONIAL	CONSENT	PUBLIC HEARING	GENERAL BUSINESS	CITY COUNCIL	INFORMATIONAL
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7/17/2018	Regular Meeting – 6:00 PM Tuesday
Deadlines	Finance – 6/5 City Manager – 6/12 City Attorney – 6/19 City Manager – 7/3 Packet – 7/11
	Pledge –
18-0265	1. Recognition of the Pinewood Derby Winners and Committee Members (Ceremonial)
18-0066	2. City Council Minutes (City Clerk Tamura) (Consent)
	3. Financial Report: Schedules of Demands: (Date) (Interim Finance Director Charelian) (Consent)
18-0252	4. Quarterly Update on City Work Plan (City Manager Moe) (Consent)
18-0269	5. Facility Reservation Policy (Parks and Recreation Director Leyman) (Consent)
18-0266	6. Revised Special Event Policy Consistent with City Council Direction (Parks and Recreation Director Leyman) (Consent)
	7. Resolution Approving 1208 The Strand (Community Development Director McIntosh) (Consent)
18-0313	8. Resolution No. 18-0089 Awarding a Construction Contract to Comet Electric, Inc for the Downtown Traffic Signal Upgrade Project for \$924,524.00; and Re-Appropriation of Streetlight Purchase and LED Retrofit Funds in the Amount of \$82,000 for the Downtown Traffic Signal Upgrade Project (Public Works Director Katsouleas) (Consent)
18-0314	9. Resolution No. 18-0096 Approving Contract Amendment No. 2 to the Agreement with McGowan Consulting, LLC for \$151,400 for Professional Services to Assist the City and the Enhanced Watershed Management Group with the National Pollutant Discharge Elimination System Permit Requirements (Public Works Director Katsouleas) (Consent)
18-0315	10. Resolution No. 18-0098 Approving Amendment No. 2 to the Professional Services Agreement with Selbert Perking Design for Additional Design Services Related to the Citywide Wayfinding Signage Program Master Plan (Public Works Director Katsouleas) (Consent)
18-0234	11. Resolution No. 18-0077 Awarding a Construction Contract to OakWest Services, for the Veterans Parkway Improvement Project for \$275,230 Resolution No. 18-0078 Approving the Youth Employment Plan for the Los Angeles County Regional Park and Open Space District Grant; and Resolution No. 18-0079 Approving Amendment No. 3 for \$15,500 for David Volz Design, Inc. (VD) Existing Professional Design Services Agreement for Construction Support Services (Public Works Director Katsouleas) (Consent)
18-0294	12. Rejecting the Single Bid Received for Highway Safety Improvement Program Cycle 5 Pedestrian Safety Improvements Project (Public Works Director Katsouleas) (Consent)
18-0316	13. Resolution No. 18-0082 Regarding Annual Stormwater Service Fee for Fiscal Year 2018-2019 (Interim Finance Director Charelian) (Public Hearing)
18-0321	14. Ordinance to Amend the Municipal Code and Local Coastal Program to Revise Development Standards, Land Uses and Related Amendments for the Downtown Area, Consistent with Portions of the Downtown Specific Plan (Community Development Director McIntosh) (Public Hearing)
	15. Continued Public Hearing Regarding Consideration of the Sepulveda Initiatives Planning Project Recommendations (Continued from the June 19, 2018 City Council Meeting) (Community Development Director McIntosh) (Public Hearing)
18-0257	16. Discuss Potential Contract for Interim Ambulance Services (Acting Fire Chief Abell) (General Business)
18-0317	17. Resolution No. 18-0081 Approving Fiscal Year 2018-2019 Cost Sharing Agreement for \$19,151 for Beach Cities Transit Line 109 with City of Redondo Beach (Community Development Director McIntosh) (General Business)
18-0101	18. Resolution No. 18-0030 Awarding a Five-Year Contract to Tyler Technologies for Munis Enterprise Resources Planning Solution Not-to-Exceed \$1,192,762 and Resolution No. 18-0031 Awarding a Five-Year Contract to Tyler Technologies for EnerGov Permitting Platform Not-to-Exceed \$552,504 (Information Technology Director Taylor) (General Business)
18-0069	19. Agenda Forecast (Informational)

TENTATIVE DRAFT – SUBJECT TO CHANGE
**FORECAST OF UPCOMING CITY COUNCIL MEETING ITEMS,
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7/19/2018	<i>Adjourned Regular Meeting – Short Term Rentals Study Session – 6:00 PM Thursday</i>
Deadlines	Packet – 7/13
	1. Report
8/7/2018	<i>Regular Meeting – 6:00 PM Tuesday</i>
Deadlines	Finance – 6/26 City Manager – 7/3 City Attorney – 7/10 City Manager – 7/24 Packet – 8/2
	Pledge –
18-0322	1. City Council Minutes (City Clerk Tamura) (Consent)
18-0246	2. Financial Report: Schedules of Demands: (Date) (Interim Finance Director Charelian) (Consent)
18-0330	3. Designation of Voting Delegate and Alternate to the 2018 League of California Cities Annual Conference and Authorize Delegate and Alternate Voting Authority on Proposed Resolution Being Considered at the Conference (City Clerk Tamura) (Consent)
18-0312	4. Adoption of Annual Investment Policy for the <u>Fiscal</u> Year 2018-2019 and Delegation of Responsibility for Investing Funds to the City Treasurer (Interim Finance Director Charelian) (Consent)
18-0312	5. Resolution No. 18-0061 Authorizing the City Manager to Execute a Five-Year Lease with New Cingular Wireless PCS, LC (AT&T) (Interim Finance Director Charelian) (Consent)
	6. Resolution No. --- Approving Contract to Van Lingen Towing for Towing and Storage Services (Interim Finance Director Charelian) (Consent)
	7. Second Reading of an Ordinance to Amend the Municipal Code and Local Coastal Program to Revise Development Standards, Land Uses and Related Amendments for the Downtown Area, Consistent with Portions of the Downtown Specific Plan (Community Development Director McIntosh) (Consent)
18-0318	8. Resolution No. 18-0091 Approving Amendment No.1 for \$55,000 to Michael Baker International’s (MBI) Existing Professional Services Agreement for Additional Engineering and Environmental Services for the Aviation Boulevard at Artesia Boulevard Southbound to Westbound Right Turn Lane Improvement Project (Public Works Director Katsouleas) (Consent)
18-0302 WP	9. Los Angeles County Library Surplus Recommendations (Parks and Recreation Director Leyman) (General Business)
	10. Request by Councilmember Montgomery to Discuss Changing Sepulveda Blvd to Pacific Coast Highway (City Council)
18-0323	11. Agenda Forecast (Informational)

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8/21/2018	<i>Regular Meeting – 6:00 PM Tuesday</i>	
Deadlines	Finance – 7/10 City Manager – 7/17 City Attorney – 7/24 City Manager – 8/7 Packet – 8/15	
18-0319	Pledge –	
	1. City Council Minutes (City Clerk Tamura) (Consent)	
	2. Financial Report: Schedules of Demands: (Date) (Interim Finance Director Charelian) (Consent)	
	3. Resolution No. 18-0104 Awarding RFP No. 1141-18 to UniFirst Corporation for a Four-Year Contract for Uniform Rental Services with an Estimated Annual Value Not-to-Exceed \$--- (Interim Finance Director Charelian) (Consent)	
	4. Resolution No. --- Awarding RGP#1159-18 to Main Street for Charter Bus and Coach Services (Interim Finance Director Charelian) (Consent)	
	5. Resolution No. --- Awarding RFP#1153-18 to --- for Printing and Mailing Services (Interim Finance Director Charelian) (Consent)	
	18-0274	6. Sustainability Task Force Update (Community Development Director McIntosh) (Consent)
		7. Resolution No. 18-0093 to Approve Public Utility (Water, Sewer, Storm Drain) Right-of-Way Relinquishments (Summary Vacations); Resolution No. 18-0094 to Accept Public Utility Easements at 3200 N. Sepulveda Boulevard; and Resolution No. 18-0095 to Authorize the Public Works Director and/or City Engineer to Accept and Consent to Deed or Grants for Street, Highway or Public Service Easements (Public Works Director Katsouleas) (Consent)
	18-0258	8. Projections on Potential Parking Meter Rate Increase for City Lots, Streets, County and State Lots (Interim Finance Director Charelian) (Public Hearing)
	18-0320	9. Resolution No. 18-0101 Approving the Chamber of Commerce Work Plan Contract for Fiscal Year 2018-2019 (City Manager Moe) (General Business)
	18-0306	10. Consideration and Adoption of the City’s Draft Five-Year Plan to Address Homelessness in Our Community (City Manager Moe) (General Business)
	18-0305	11. Discuss the Impacts of Senate Bill 415 and the Possibility of Changing the March 5, 2019 General Municipal Election to Another Date (City Clerk Tamura) (General Business)
	18-0303	12. Approve Cultural Arts Commission Recommendations for Fiscal Years 2019-2021 Sculpture Garden (Parks and Recreation Director Leyman) (General Business)
		13. Desalination Plant Presentation (Community Development Director McIntosh) (General Business)
	WP	14. Review of Director’s Interpretation of Manhattan Village Mall Conditions of Approval (Community Development Director McIntosh) (General Business)
		15. Approval of Downtown Streetscape Enhancements (Community Development Director McIntosh and Public Works Director Katsouleas) (General Business)
16. Agenda Forecast (Informational)		
9/4/2018	<i>Regular Meeting – 6:00 PM Tuesday – City Council Reorganization Mayor Napolitano/Mayor Pro Tem Hersman</i>	
Deadlines	Finance – 7/24 City Manager – 7/31 City Attorney – 8/7 City Manager – 8/21 Packet – 8/29	
18-0311	Pledge –	
	1. City Council Reorganization (City Clerk Tamura)	
	2. City Council Minutes (City Clerk Tamura) (Consent)	
	3. Financial Report: Schedules of Demands: (Date) (Interim Finance Director Charelian) (Consent)	
	4. Resolution No. 18-0103 Approving the 2019 Conflict of Interest Code for the City of Manhattan Beach (City Clerk Tamura) (Consent)	
	5. Capital Improvements Corporation (Interim Finance Director Charelian) (CIC)	
	6. Agenda Forecast (Informational)	

TENTATIVE DRAFT – SUBJECT TO CHANGE
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9/18/2018	<i>Regular Meeting – 6:00 PM Tuesday</i>
Deadlines	Finance – 8/7 City Manager – 8/14 City Attorney – 8/21 City Manager – 9/4 Packet – 9/12
18-0222 WP 18-0235 WP WP WP	Pledge –
	1. City Council Minutes (City Clerk Tamura) (Consent)
	2. Financial Report: Schedules of Demands: (Date) (Interim Finance Director Charelian) (Consent)
	3. Six-Month Trial Basis Assessment of the Measures for West Marine Avenue Neighborhood Traffic Management Plan (Community Development Director McIntosh) (Public Hearing)
	4. Proposed Draft City Council Communications Policy (City Manager Moe) (General Business)
	5. City Council Sponsorship Policy (City Manager Moe) (General Business)
	6. Update to CalPERS Pension Costs and Unfunded Accrued Liability (Interim Finance Director Charelian) (General Business)
	7. City Hall Security (Infrastructure Upgrades and City Staff Training) (Police Chief Abell) (General Business)
	8. Field Allocation Policy: Updated Fee Options (Parks and Recreation Director Leyman) (General Business)
	9. Update on Report Received from SCE Regarding Manhattan Beach’s Inventory Analysis (Public Works Director Katsouleas) (General Business)
10. Agenda Forecast (Informational)	
10/2/2018	<i>Regular Meeting – 6:00 PM Tuesday</i>
Deadlines	Finance – 8/21 City Manager – 8/28 City Attorney – 9/4 City Manager – 9/18 Packet – 9/26
WP WP	Pledge –
	1. City Council Minutes (City Clerk Tamura) (Consent)
	2. Financial Report: Schedules of Demands: (Date) (Interim Finance Director Charelian) (Consent)
	3. Quarterly Update on City Work Plan (City Manager Moe) (Consent)
	4. Update on Revenue Enhancements, Stormwater Fund and Streetlighting and Landscaping (Interim Finance Director Charelian) (General Business)
	5. Dial-A-Ride Transportation Updates (Parks and Recreation Director Leyman) (General Business)
	6. Historical Society Art and Facility Assessment (Parks and Recreation Director Leyman) (General Business)
	7. Merchandising and Licensing Branding for the City (Parks and Recreation Director Leyman) (General Business)
8. Agenda Forecast (Informational)	
10/16/2018	<i>Regular Meeting – 6:00 PM Tuesday</i>
Deadlines	Finance – 9/4 City Manager – 9/11 City Attorney – 9/18 City Manager – 10/2 Packet – 10/10
WP	Pledge –
	1. City Council Minutes (City Clerk Tamura) (Consent)
	2. Financial Report: Schedules of Demands: (Date) (Interim Finance Director Charelian) (Consent)
	3. City Donation Program (Parks and Recreation Director Leyman) (General Business)
4. Agenda Forecast (Informational)	

TENTATIVE DRAFT – SUBJECT TO CHANGE
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11/6/2018	Regular Meeting – 6:00 PM Tuesday
Deadlines	Finance – 9/25 City Manager – 10/2 City Attorney – 10/9 City Manager – 10/23 Packet – 10/31
	Pledge –
	1. Presentation of a Proclamation Declaring November 2018 as National Caregivers Month (Ceremonial)
	2. City Council Minutes (City Clerk Tamura) (Consent)
	3. Financial Report: Schedules of Demands: (Date) (Interim Finance Director Charelian) (Consent)
	4. Agenda Forecast (Informational)
11/20/2018	Regular Meeting – 6:00 PM Tuesday
Deadlines	Finance – 10/9 City Manager – 10/16 City Attorney – 10/23 City Manager – 11/6 Packet – 11/14
	Pledge –
	1. Presentation of Certificates of Recognition to the Winners of the 2018 Fire Department Annual “Home Escape Plan” Contest (Ceremonial)
	2. City Council Minutes (City Clerk Tamura) (Consent)
	3. Financial Report: Schedules of Demands: (Date) (Interim Finance Director Charelian) (Consent)
	4. Update and Discuss of Annual Meeting with County Library Staff (Parks and Recreation Director Leyman) (General Business)
	5. Agenda Forecast (Informational)
12/4/2018	Regular Meeting – 6:00 PM Tuesday
Deadlines	Finance – 10/23 City Manager – 10/30 City Attorney – 11/6 City Manager – 11/20 Packet – 11/28
	Pledge –
	1. City Council Minutes (City Clerk Tamura) (Consent)
	2. Financial Report: Schedules of Demands: (Date) (Interim Finance Director Charelian) (Consent)
	3. Agenda Forecast (Informational)
12/18/2018	Regular Meeting – 6:00 PM Tuesday
Deadlines	Finance – 11/6 City Manager – 11/13 City Attorney – 11/20 City Manager – 12/4 Packet – 12/12
WP	Pledge –
	1. City Council Minutes (City Clerk Tamura) (Consent)
	2. Financial Report: Schedules of Demands: (Date) (Interim Finance Director Charelian) (Consent)
	3. Walkabout Events Proposals and Community Grant Program (Parks and Recreation Director Leyman) (General Business)
	4. Agenda Forecast (Informational)

TENTATIVE DRAFT – SUBJECT TO CHANGE**FORECAST OF UPCOMING CITY COUNCIL MEETING ITEMS,
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CEREMONIAL

CONSENT

PUBLIC HEARING

GENERAL BUSINESS

CITY COUNCIL

INFORMATIONAL

INFORMATIONAL MEMOS

Date Requested	Councilmember/ Staff Requested	Responsible Department	Memo	Anticipated Date
4/18/17	Napolitano		Report on the Future Plans and Grant Finding Opportunities Regarding National Pollutant Discharge Elimination System (NPDES) Stormwater Permit Requirements	Q2 2018
4/18/17	Lesser	PW	Report on Possible Funding Opportunities from Metro and City Projects Relating to Public Transportation and Measure M	Q2 2018 (6/5/18)
WP 3/9/18	Taylor	IT	Update on Portable Recording Equipment	TBD
5/30/17	City Council	CC	Discussion of Potential City Store	TBD
6/5/18	Napolitano Howorth	CA PD	Information on Ordinances/City Policy Related to Panhandling, Sleeping and Loitering in Public Places	TBD

CITY COUNCIL REQUESTS

Date Requested	Councilmember/ Staff Requested	Responsible Department	Memo	Anticipated Date
5/30/17	Napolitano	PR	Policy Discussion of City Sponsorship of Community Events	9/18/18
11/7/17	Howorth	FD	Discussion of City's Emergency/Information Communication Dissemination to the Public	Study Session
11/21/17	Howorth	PR	Update and Discussion of Annual Meeting with County Library Staff (County of Los Angeles – Library Commission Meeting November 19, 2018)	11/20/18
11/21/17	Howorth	IT	Discussion of a Working Group on Technology Focusing on Residents Interface with Technology	TBD
WP 3/9/18	McIntosh	CD	Update on State Housing Laws	January 2019
WP 3/9/18	Lesser Montgomery Howorth	PW CD	Discussion of Downtown Business Employees Overflow Parking	March 2019
WP 3/9/18	City Council	CD IT CA	Discussion of Telecom Facilities with an Updated Ordinance	10/2/18
WP 3/9/18	Montgomery	CD	Assessment Regarding Pending Projects for the Traffic Engineer	TBD
WP 3/9/18	Hersman	FD HR	Update on Recruitment of Fire Management Open Executive Positions	TBD
WP 3/9/18	Montgomery Howorth Hersman	IT	Update on City Website	10/2/18
WP 3/9/18	City Council	IT	Update on New City URL (.gov)	10/2/18
WP 3/9/18	Howorth Hersman	CD	Update on Manhattan Beach Boulevard and Sepulveda Boulevard Property (Rite Aid)	TBD
WP 3/9/18	Napolitano	CD	Infrastructural Aesthetics/Design Initiative for Public Projects	TBD

TENTATIVE DRAFT – SUBJECT TO CHANGE

**FORECAST OF UPCOMING CITY COUNCIL MEETING ITEMS,
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CEREMONIAL

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Date Requested	Councilmember/ Staff Requested	Responsible Department	Memo	Anticipated Date
WP 3/9/18	Lesser Napolitano Hersman	FD	Emergency Preparedness (Internal and External Training)	December 2018
WP 3/9/18	Zadroga-Haase	HR	Collective Bargaining Negotiations with 6 Labor Groups	January 2019
WP 3/9/18	Zadroga-Haase	HR	Employee Handbook	March 2019
WP 3/9/18	Abell Espinosa	PD FD	Police and Fire Software Updates and Solutions (Dispatch, Database, CAD and Emergency Notification System)	June 2019
WP 3/9/18	Taylor	IT	Update on IT Master Plan	June 2019
WP 3/9/18	Tamura Taylor	CC IT	Centralized Citywide Contract Management Systems (Part of IT Master Plan)	June 2019
WP 3/9/18	Charelian	FN	Update on User Fee Cost Allocation Study	October 2019
WP 3/9/18	Katsouleas	PW	Parking Management (Parking Meter Solution)	TBD
3/20/18	City Council	PD	Review and Approve School Safety Security Measures	TBD
4/17/18	McIntosh	CD	Ordinance Regarding the Distribution and Sale of Single-Use Items (Sustainability)	TBD
4/17/18	City Council Abell	PD	MOU Restricting the Share of ALPR Information with Other Cities or Organizations	7/3/18
4/17/18	Lesser Hersman	CD	Air Conditioning Restrictions in Units	TBD
5/15/18	City Council	PR	Revised Special Event Policy	7/17/18
5/15/18	City Council	PR	Revised Facility Reservation Policy	7/17/18
5/22/18	Napolitano	MS	Discussion on Preservation of City History	TBD
5/22/18	Napolitano	MS	Update of Chamber of Commerce Additional Funding Request	7/17/18
6/5/18	Montgomery	PW	Discussion of Possibly Changing Sepulveda Blvd to Pacific Coast Highway	8/7/18
6/5/18	Napolitano Howorth	PW	Inventory List that Includes Vendors that Utilize Pesticides, Herbicides, Insecticides and Poisons and Consideration on Placing a Ban on the Chemicals Utilized	TBD
6/5/18	Napolitano Howorth	MS	Discussion of the Sunshine Policy	TBD
6/5/18	City Council	PW	Update on City Signage Options and Priorities	9/18/18
6/5/18	Howorth	PW	Research Options of Installation of Bollards and Locations	TBD
6/19/18	City Council	CD	Draft Ordinance Incorporating Elements of the Downtown Specific Plan that are not Addressed in IZO 17-0007-U	TBD

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Date Requested	Councilmember/ Staff Requested	Responsible Department	Memo	Anticipated Date
6/19/18	City Council	CA CC	Provide Impacts of Senate Bill 415 and Explore Additional Options in Moving Forward with the March Statewide Elections in the Future	TBD
6/19/18	Montgomery	PW	Update on Prioritization of Street Resurfacing Projects After Pavement Management Plan is Complete	TBD
6/19/18	Lesser	MS	Update on Frontier Communications	TBD

FUTURE MEETINGS TO BE SCHEDULED

Date Requested	Councilmember/ Staff Requested	Responsible Department	Memo	Anticipated Date
		MS	Joint City Council/Beach Cities Health District Meeting	TBD
WP 1/31/17	Taylor	IT	Fiber Master Plan Study Session	TBD
3/6/18	City Council	CD	Short-Term Rentals Study Session	7/19/18

Please note that all items with “**WP**” indicate that the item was added at the March 9, 2018 City Council – Work Plan Meeting

Agenda Date: 7/3/2018

TO:

Honorable Mayor and Members of the City Council

THROUGH:

Bruce Moe, City Manager

FROM:

Mark Leyman, Parks and Recreation Director
Anne McIntosh, Community Development Director

SUBJECT:

Commission Minutes:

This Item Contains Minutes of the following City Commission Meetings:

- a) Parks and Recreation Commission Meeting Minutes of March 26, 2018 (Parks and Recreation Director Leyman)
- b) Parks and Recreation Commission Meeting Minutes of April 30, 2018 (Parks and Recreation Director Leyman)
- c) Parks and Recreation Commission Meeting Minutes of May 21, 2018 (Parks and Recreation Director Leyman)
- d) Planning Commission Action Meeting Minutes of June 13, 2018 (Community Development Director McIntosh).

INFORMATION ITEM ONLY

The attached minutes are for information only:

- 1. Parks and Recreation Commission Meeting Minutes of March 26, 2018
- 2. Parks and Recreation Commission Meeting Minutes of April 30, 2018
- 3. Parks and Recreation Commission Meeting Minutes of May 21, 2018
- 4. Planning Commission Action Meeting Minutes of June 13, 2018

CITY OF MANHATTAN BEACH
MINUTES OF THE PARKS AND RECREATION COMMISSION
Manhattan Beach City Hall
1400 Highland Ave.
Manhattan Beach, CA 90266
March 26, 2018
6:00 PM

CONTENTS

A. CALL TO ORDER

The meeting was called to order at 6:00 PM.

B. PLEDGE TO THE FLAG

C. ROLL CALL

Present: Commissioners Karger, Turkmany, Allard, Weiner, Greenberg, Tuffli

Absent: Commissioner Allen

D. APPROVAL OF MINUTES

Commissioner Allard moved to approve the March 5, 2018 minutes as written. Commissioner Turkmany seconded the motion. The motion passed.

Ayes: Commissioners Karger, Turkmany, Allard, Weiner, Greenberg and Tuffli

Noes: None

Abstain: None

Absent: Commissioner Allen

E. CEREMONIAL

None

F. AUDIENCE PARTICIPATION (3-Minute Limit)

Commissioner Karger opened the floor to audience participation.

Seeing none, the floor was closed.

G. GENERAL BUSINESS

Field and Facility Policy Discussion – The order of discussion items was changed in order to be addressed first.

Director Leyman introduced Recreation Services Manager, Jessica Vincent and Recreation Supervisors, Michael Hudak, Archie Sherman and Stephanie Kou. He stated that the commission will be taking no formal action tonight and the purpose is to gather input.

Recreation Manager Vincent gave some background on the Field and Facility Policy item including fees, as ordered by City Council. Fees have not been updated in the past 10 years.

There are approximately 9,000 youths participating annually in 7 different youth sport organizations.

The goal of the new Field and Facility Policy:

- Develop a procedure for securing field space that is fair and equitable to all groups
- Ensure City residents have priority and access to city facilities
- Provide a maintenance and renovation schedule to maintain City standards

Changes

- Organization residency defined at 60% residents, previously 70%
- Limiting clinics to 3 per year for organization members only
- Defined classifications
- Updated Field allocated process to a Pro-rata field/time formula - Target for allocation is 1.5 hours for practices and 1 hour for games.
- If organizations would like to split or form a new organization, they will need to submit their application 1 year in advance.
- Hours available 3:30 – 8:00 M-F (unless approved to 9:00 by the Parks and Recreation Department), 8:00-8:00pm on weekends. Having the hard stop at 8:00 allows for additional adult use after 8:00 pm.
- Looking to update the field banner policy – organization must apply 60 days in advance to hang banners on fences for a maximum of 30 days. Banning hanging locations have been defined. Sponsor banners on outfield fences are available for their priority season only and the organization must share 10% of revenues received for banners with the City.
- Appeal process added. Appeals will be made to the Parks and Recreation Commission
- Enforce strict deadlines for field requests and relinquishment and move allocation meeting to November for Spring, and May for Fall.
- Set an hourly rate for field reservations based on the desirability of the field.

Currently, the new rates will result in \$90,000 annually in field rentals assuming Class A organizations would pay 15% of market rates. To meet the City's deficit of \$150,000 for field maintenance, Class A organizations would be required to pay 30% of market rates.

The Ad-hoc committee met with youth sport user groups individually and as a group. They also met with one adult resident soccer organization. The feedback from those meetings included the following:

- Challenging to increase fees for Class A organizations
- The nature of baseball games is that they take longer than soccer games so it may be perceived that baseball is penalized if charged an hourly rate.
- Groups take pride in maintain fields
- Discrepancies between Class A and B organization fees when same services are being provided to children
- Provide access to all children, everyone can play
- Should be a positive coaching training requirement

In addition to fields, the Parks and Rec department also allocates Mira Costa pool use, tennis courts and City and MBUSD fields, with the exception of a few school fields, and also administers the City facility and park rental program.

Facility Rental program – proposing to increase fees 30% which will bring in approximately \$15,000 annually.

Commissioner Karger opened the floor to audience participation.

Sean Maloney, President of South Bay Pony Baseball - home facility is Mira Costa High School. South Bay Pony lost half of their field time during the Meadows field renovation and is now sharing Begg field with Little League and Girls Softball for the past two years. The biggest concern is that a fee increase has a negative effect on participation as costs are passed

along to the players. He understands that there is a need as the fees have always been low but the level of increase is extreme and could be devastating for the organization. There has been a 20-25% decrease in enrollment since implementing small price increases in anticipation of changes. The current proposal will change the per person fee by 200-400%. Field fees currently represent 12-15% of their budget but will increase to close to 70% eliminating all player training budget and field improvement project funds. Additionally, playing at Mira Costa eliminates the possibility of gaining significant revenue from sponsor banners.

Tim Flynn, resident – affiliated with BCS flag football, Trident lacrosse and South Bay Lacrosse. Mr. Flynn stated that he has been very involved with the subcommittee. He provided the following feedback on relative pricing. South Bay Pony Baseball falls into Class A and others are Class B or C. Most of the organizations that Mr. Flynn is involved with fall into either Class B or C. His view is that classification should be largely driven to make sure that they have the right experience for the kids. Meaning, any kids who wants to play, can sign up and be guaranteed a minimum playing time. Kids are put on teams that can have a good experience. Both lacrosse organizations he is involved with have this philosophy but because they are not Class A, they will pay 3.5X as much for field time. He feels that the proposal is not equitable. He feels that if an organization can offer open enrollment, minimum playing time, equitable teams, they deserve to be treated more like Class A organizations.

Commissioner Karger closed the floor to audience participation.

Commissioner Weiner stated that the policy is a work in progress and is not quite ready for City Council. He stated that many questions are still being asked.

Commissioner Greenberg asked Mr. Flynn and Mr. Maloney the impact on their organizations, in terms of absolute dollars spent on City Fields, how much is spent per participant. Mr. Flynn replied for BCS. BCS has never received as much field time as needed from the City and have had to go elsewhere and pay more for fields. The financial situation could change, if more field time could be obtained from the City. They had to do external fundraising to cover costs of other more expensive fields. Mr. Flynn stated that 75% of their practice space is on City fields and if more games could be switched to City Fields, even with a raise in City fees, expenses may be offset if more games could be moved to the less expensive City fields. He added that For Trident and South Bay Lacrosse, they won't have an offset, it will be a straight increase as they are using City fields for 100% of their activities.

Mr. Maloney replied that for South Bay Pony Baseball exiting field fees are \$12,000-\$14,000 annually will jump to approximately \$45,000 annually out of a total budget of about \$108,000 for approximately 700 players.

Commissioner Weiner asked the commissioners for further input at the next meeting.

Director Leyman stated that any input from the Commission or the public would be appreciated. The Commission should make a recommendation at the next meeting for the City Council. Commissioner Turkmany asked how close the fees are to being final. Commissioner Greenberg stated that generally, the user groups can work with the allocation model but the big issue right now is how to adjust the fee model. He stated that nobody is comfortable with the current draft. Everyone understands that fees need to be raised and they were artificially low for a long time. It need to be structured to minimize the pain to the user groups. Everyone wants to create a great experience for the kids. Commissioner Greenberg stated that staff was asked to model a phased approach over 5 years so that user groups could raise fees over the course of a few years. He disclosed that he has two kids who play lots of sports and is involved with BCS flag football and a few other organizations but does not feel that he has a conflict of interest.

Greenberg offered the following feedback for the Field Allocation and Use Policy:

Page 1, Section 1 - Introduction and Purpose

- Add to list of reasons for formulating policy: to ensure efficient utilization of fields.
- Item #5, correct typo - ability should read playability

Page 3, Section 4i – add word “formed” to read, “Where teams are formed through...older.”

Page. 7, Class A – plays at least 50% of games within defined region needs to be clarified

Page 7, Section 9 - , field allocation procedure needs to be clarified so that someone who has never read it can understand it.

Page 8, Section 9 - Propose to add new item B, User groups with dedicated time reserved through MOU or other agreement with the City should have time deducted from their lowest priority pro-rate field allocation.

Commissioner Greenberg suggesting adding language explaining things are done: For example, “When allocating field time, staff will take into consideration preferences expressed in the field allocation forms, schedule blocks, for example, multiple hour blocks for user groups, equitable allocation of highly desired fields.” He also recommends the wording, “Staff will keep a record of round by round allocations to provide for transparency to user groups, if requested.”

Page 8, Section 9 - Items B and C do not belong under Field Allocation procedure – need to find a new home.

Regarding current section 9B - organizations anticipating a split or new organizations must submit at least a year in advance. The committee discussed not want to discourage new organizations from starting up. Manager Vincent replied that there needs to be a deadline so that there is enough time. Commissioner Greenberg stated that the group decided that there would be no preference for tenure. The current policy is that the applications are due three months prior. Manager Vincent stated that we can consider changing the language to three months prior, rather than one year for resident groups.

Current section 9C – add the word “games” to read “50% or less of the organizations All Star games may be played on City Fields.”

Section 10 – Notice of Non-use of Fields

Item D – insert wording to read, “Unless written notice is received by City staff, by the deadline stated in 10A above, an Organization...porta potties.

Following section D, propose to insert new section – (For the sake of clarity) “User Group is not obligated to reserve and pay for an entire season, however the User Group is obligated to pay for the field for all hours that were reserved and not relinquished prior to the deadline stated in 10A.

Suggest adding Item F: City will implement and operate an online system so that a User Group can notify the City and other Users Groups of planned non-usage of a field.

Suggest adding Item G: Within one week following the reallocation of fields and completion of the field assignments for the season, the City shall post the schedule on the City’s website.

Commissioner Karger stated that the City Council has scheduled a joint meeting with the School District on April 23rd. After discussion, the meeting was rescheduled for April 16th.

The remaining commissioners will have comments on the Field Policy to Linda Robb by Friday, March 30th. Director Leyman also requested feedback on the Facility Policy.

Facility policy – Commissioner Greenberg gave the following feedback:

There are some general formatting issues that need to be addressed (Commissioner Weiner)

Page 1, paragraph 1 - clarify at the end of the paragraph that the policy is for groups and individuals.

Page 2, Section J. – it would be best for clarity for everyone to explain criteria for necessity of insurance. Manager Vincent will follow up with the City Risk Manager.

Commissioner Weiner asked if items I and L on the same page could be combined as they appear to be redundant.

Commissioner Greenberg asked what percentage of the time, money is deducted from security deposits. Recreation Supervisor Stephanie Kou replied that the entire deposit is returned 95% of the time. Commissioner Greenberg stated that given that deductions from the deposit are so infrequent, perhaps there should be a distinction between simple rentals vs. more complex rentals. He added that the refund process seems to be very complicated and it seems like it could be simplified. He encouraged staff to think about how staff time could be used more efficiently and questions whether all the current steps are necessary. Director Leyman stated that our processes can be reexamined and that many policies are born from audits.

Commissioner Greenberg inquired as to why facilities are not available on holidays. Manager Vincent stated that the facilities themselves are closed on holidays but some of the park amenities are available for reservation on some holidays. She stated that the parks are open for use but there has been little demand and the parks are not staffed on certain holidays.

Supervisor Kou passed out new fees for the Facilities. Manager Vincent stated that the new fees represent a 30% increase from the current fees. She added that the new fees are based on an extensive market study of surrounding and benchmark cities.

Commissioner Greenberg asked about alcohol being allowed at the City facilities. Manager Vincent stated that municipal code dictates that alcohol is not allowed in Public facilities without City Council approval.

Proposed start dates for new fees are as follows:

Facilities and parks, July 1, 2018

Fields , January 1, 2019

Commissioner Greenberg asked how heavily utilized the rooms are. Vincent stated that the rooms at Joslyn center are available about 40% of the time in the evening. During the day, the older adult programs take up much of the rooms. Commissioner Weiner asked about categories that used to be there. Jessica stated that the fee structure and categories were changed to better serve residents.

Salute to the Troops –

Management Analyst, Linda Robb reported that she had spoken with a representative of the Navy Band Southwest and they should be able to confirm the performance date outside of the 60 day window. She asked the commissioners to consider what types of ensembles they would like to perform. Commissioner Karger volunteered to communicate with the band representative. Ms. Robb also confirmed that the Challenge Coins are being produced and due to arrive in early May. She also reported that she had spoken with a representative from the Tiger Squadron for the flyover. Each pilot has a policy for \$1,000,000 but our risk manager

wants \$10,000,000 in coverage so they are looking into costs.

Commissioner Tuffli confirmed that is no ROTC group at Mira Costa but that the group, Any Soldier, would like to have a booth at the concert.

Commissioner Weiner asked commissioners to think of any other service groups that might want to have booths.

Donation Policy – Commissioner Karger recommended forming an ad-hoc committee to review the donation policy. Commissioners Turkmany and Allard will join Commissioner Karger on the committee.

Director Leyman stated that the goal is to create an umbrella policy that will address all types of donations. The current donation programs have their challenges and it would be good to look at broader examples of policy. He wanted to throw everything out there so that everyone can start thinking about what can work. Commissioner Weiner stated that there are some really good examples that should be borrowed.

Commissioner Greenberg initiated a short discussion regarding duration of commitment from the City on a donated piece, such as a bench. His opinion is that once an item is donated, it becomes the property of the City. If the item is past its useful life, destroyed by force majeure or even if there is a decision made that makes the piece obsolete, the City should be able to remove it. This subject will be examined by the ad-hoc committee.

Commissioner Greenberg mentioned memorializing. He stated that the current policy tried to do that but the implementation of it doesn't match the policy, especially with regards to plaque placement on benches in the parks and The Strand bench plaques seem to be a little more discreet. He agrees with resident Gary McAuley's opinion that we don't want to turn the City into reminders of death everywhere and thinks there is a compromise. Our current policy allows a date to be placed on the plaque and he doesn't think a date should be allowed as it infers a memorial.

Director Leyman informed that the City Council date is tentatively set for July 17th.

Commissioner Karger opened the floor to public comment.

Gary McAuley, resident – Mr. McAuley understands that the commission is looking at an umbrella policy that also includes naming rights, benches but there are other forms that are forgotten about. For example, impromptu ghost bikes, when a bicyclist is killed in an accident an impromptu memorial is created and there is nothing in place as far as what would happen if one of these is put up. Once they are in place, they are difficult to remove. If there was a policy in place to deal with private memorials on public property, then the City could cite the policy and remove them. He stated there should be a policy for how to handle naming rights for streets, building, parks and fountains. Regarding the plaques, he stated there's always an argument that they're discreet but they are put there to be read. People want the plaques. He stated that the staff report puts a positive spin on the current donation program. He stated that The Strand Alcove Bench donation program was deliberately put in place to try to prevent obvious memorials such as the very funereal black stone bench that was donated. He stated that there is a bench with human remains on the Strand that is illegal. He believes that the City needs to have a policy in place to address the size and duration of impromptu memorials for accidental deaths. He asked if there is a complete inventory of plaques and benches. Director Leyman stated that it is currently being compiled. Mr. McAuley would like to see a total umbrella policy, not just for donations but for monuments and memorials as well.

The floor was closed to public comment.

H. **COMMISSION ITEMS** –

Commissioner Greenberg asked about next steps on the Parks Master Plan process. Director Leyman stated that realistically we should be able to get a survey out in September/October. Public meetings would begin in late Fall due to current staffing levels. As we get people on board, we may be able to pull up the time line. City Council is aware of the new timeline.

Commissioner Karger acknowledged the Parks and Rec Department 3 CPRS awards.

STAFF ITEMS – Director Leyman gave the following program and event updates:

He acknowledged that Commissioners Turkmany and Karger had helped to create a lovely event for Leadership Manhattan Beach.

Director Leyman stated that non-resident registration has begun.

The City is in the midst of the budget process which includes a department reorg.

I. **ADJOURNMENT**

Commissioner Greenberg moved to adjourn. Commissioner Turkmany seconded the motion.

The motion passed. The meeting was adjourned at 7:56 pm.

Ayes: Commissioners Karger, Turkmany, Allard, Weiner, Greenberg and Tuffli

Noes: None

Abstain: None

Absent: Commissioner Allen

CITY OF MANHATTAN BEACH
MINUTES OF THE PARKS AND RECREATION COMMISSION
Manhattan Beach City Hall
1400 Highland Ave.
Manhattan Beach, CA 90266
April 30, 2018
6:00 PM

CONTENTS

A. CALL TO ORDER

The meeting was called to order at 6:04 PM.

B. PLEDGE TO THE FLAG

C. ROLL CALL

Present: Commissioners Karger, Turkmany, Allen, Allard, Weiner, Greenberg, Tuffli

Absent: None

D. APPROVAL OF MINUTES

Commissioner Greenberg moved to approve the March 26, 2018 minutes with the following edits from Mr. McAulay: Commissioner Weiner seconded the motion. The motion passed.

P. 6, paragraph 7 – spelling of Mr. McAulay’s name corrected throughout.

- 3rd sentence – edited to read “Once a ghost bike is in place...”
- Added after 5th sentence for clarity – “People don’t spend \$10,000 for a bench.”
- 7th sentence edited to read, “ He stated...program without mentioning that there is opposition; many people don’t want the memorial benches.”

Ayes: Commissioners Karger, Turkmany, Allen, Allard, Weiner, Greenberg and Tuffli

Noes: None

Abstain: None

Absent: None

E. CEREMONIAL

None

F. AUDIENCE PARTICIPATION (3-Minute Limit)

Commissioner Karger opened the floor to audience participation.

Joe Bennet – resident – He is opposed to changing resident percentage to 60% for the field use policy. Another ongoing problem that should be addressed is that there is only a small fee for out of town residents. Hermosa Beach does not have enough fields to service their kids which impacts Manhattan Beach. Overall accountability – many things were laid out as far as what organizations have to do to stay in good standing with the City. What is there to keep the City accountable for services requested?

Commissioner Greenberg clarified that the drop of the residential rate requirement is being done in tandem with tightening up the way the residency rate is reported. Historically, when certain organization reported their residency rate, they included Hermosa Beach residents as Manhattan Beach residents. Mr. Bennett respectfully disagrees with the change in the residency rate.

On the issue of Hermosa Beach residency – There are two elements of new pricing model that deal with residency. There is a discount lever. An organization with 100% Manhattan Beach residents would be eligible for a 10% discount. An organization that is 60% Manhattan Beach residents would receive no discount, with a sliding fee in between in addition to an additional fee per non-resident. Commissioner Weiner that Mr. Bennett let him know which groups have been unable to get field space and what field issues have not been addressed.

Sergio Silva, Manhattan Beach Little League President – He stated that he has been working closely with Archie Sherman and Jessica Vincent. He conveyed some concerns on behalf of the MBLL Board and parents:

1. Very concerned about the shift from per player to hourly. There may be a concern from parents and board members going to the new rate. He would hate to see parents giving negative feedback. He would like suggestions on how to communicate this change effectively? How do we make sure that this doesn't become a roadblock later on. He feels that the commission has worked hard to address concerns.
2. He wanted to note that there are many different organizations: some are more club oriented, some are more rec and community based. He wants to make sure that the scale doesn't get tipped to the club organizations because they have more resources. There is a balance..

The floor was closed to public comment.

G. GENERAL BUSINESS

Field and Facility Policy Discussion – Jessica Vincent

Manager Vincent gave an update on the Policy: Staff recommends that the Commission review and make a formal recommendation to the City Council.

Since the last commission meeting, the ad-hoc committee met three more times, for a total of 15 meetings.

This process was City Council driven and staff was directed to conduct a comprehensive field fee study to look at potential revenues and enhancements. The current fee structure has not been updated since July 1, 2008. Over the past 10 years, market rates and increased. Staff conducted a thorough analysis of fees from surrounding cities and is recommending that the Commission make a formal recommendation to City Council for adoption of the new fees and Facility and Park Policies.

All three fee table share the same structure: Resident, Non-resident and Commercial/Standard rate

Facility and Field rates also include a separate rate for approved youth organizations.

Primary goals of the Field Use Policy

- To develop a procedure to secure field space for planning of games, practices or events, that is fair and equitable to all organizations
- Ensure City residents have priority and access to City facilities
- Providing a maintenance and renovation schedule to maintain the community's high standards of aesthetics, ability and safety
- Sustain the playability of the City's facilities

The following changes were made to the existing policy:

- Residency rate redefined to 60%, from 70%

- Clinics, camps and tournaments limited to 3
- Clearly defined classifications
- Updated Field Allocation policy
- Updated field banner policy
- Developed an appeal process – any organization that does not agree with the process can appeal to the Parks and Recreation Commission
- Developed strict deadlines for applications and relinquishments.
- Set an hourly rate based on desirability of the field

Overall, the user groups were satisfied with the field uses policies and procedures but have conveyed concern about the updated fees. Staff estimates the new rates will result in approximately \$110,000 in field revenues. The Ad-hoc committee met after hearing concerns and changed the fee structure for approved youth sport organizations. Within the proposed fees, youth sports organizations will be rewarded with discounts based on residency rate, holding open registration, employing a minimum play rule, providing a draft for equitable teams and playing at least 80% of games within their own organization.

Additionally, the ad-hoc committee is proposing a \$10 per player, non-resident fee. Some groups have expressed concern with the new fee structure, changing the fee from per player to an hourly rate. The groups are concerned that if field rates increase, it will be a challenge to contribute to large-scale capital projects such as re-turfing Manhattan Village Field and paying for supplemental maintenance such as annual laser leveling of fields. They have also expressed that there may be a reduction in player development programs. The groups also stated that an hourly rate would make it difficult to plan for future budgets.

If adopted, the fee increase would take full effect in 2020 with a phase in to begin in 2019.

Commissioner Greenberg asked about feedback received on the new fee structure. Manager Vincent stated that there was both positive and negative. Some of the Club organizations are looking at ways to achieve discounts. Many organizations have expressed the same concerns that the increase will affect participant registration and supplemental maintenance but with an appreciation for the formulaic approach.

Commissioner Karger opened the floor to public comment

Kelly Trudgen, Beach Softball –Ms. Trudgen is concerned with telling Hermosa Beach parents that they have to pay more to participate in the league. The league is a hybrid that needs to keep things open to both Hermosa and Manhattan Beach in order to be competitive and have enough teams to play locally instead of having to travel to play. She understands that fees need to be raised but is concerned with how to deliver the message.

Joe Bennet, resident – Little league used to run softball, there was a change made by softball to change designation. Capital improvement projects expenses has been on turf projects. In this proposal, Little League is targeted in three different locations for revenue and are not playing on any of the turf fields.

Kristin Skinner, AYSO Commissioner – AYSO is one of the biggest users of the fields. Anyone can register for AYSO regardless of where they live and they don't believe that out of town registrants should be charged more, so will have to absorb any extra costs. She is concerned with budgeting. She believes that the spreadsheet presented may be incorrect and

may be double counting. She stated that the fee should be based on the Fall player registration. Commissioner Greenberg commented that according to the current policy, AYSO should be paying \$15 per player per season but in practice has not been charged for Spring.

Mark Leyman stated that this issue is on the City Council schedule for May 15th. If there are minor changes between now and the meeting, they can be incorporated.

Commissioner Greenberg made the following general comments:

It has been a long process with valuable discussion and feedback from user groups. Discussion about the purpose of the policy. Ultimately, this is about the kids and youth sports organizations and making sure they were being fair with allocations. It is also about rewarding organizations for having open registration, minimum play time rules and a draft. Club organizations that are entitled to fee structure are all non-profit. Nobody is getting rich on discounted Manhattan Beach fields. For profit Clubs are paying full fee.

Commissioner Weiner added that the ad-hoc committee was mandated to review and come up with a new policy. One of the mandates was to examine revenue in order to cover expenses. Fees have not been raised in 9 years but costs have gone up.

Sergio Silva, Manhattan Beach Little League, doesn't dispute that fees should be raised. The problem is the variables with residency, hours and resulting budgeting issues. Another problem is that parents may be shocked by the different costs.

Joe Bennett – wanted to talk about the difference between professional coaches and club teams . What the youth programs allow is that a child can play three sports. Club sports go year-round to make money with a potential side effects can be injuries.

Commissioner Greenberg gave the following comments on the City of Manhattan Beach Facility Reservation Policy; City of Manhattan Beach Field Allocation & Use Policy; Facility Reservation Fees; Park Reservation Fees staff report:

Background section - add in \$15 per player **per season**.

Public Outreach section – regarding residency rate being reduced to 60%, please elaborate that the residency rate was reduced but the residency requirements were tightened up.

In the Facility Reservation Policy document, p. 3 under Procedures – he would like to see a streamlined process for simple reservations. Manager Vincent stated that ActiveNet does not have the capacity to differentiate between simple and more complex reservations at this time. She added that ActiveNet is one of the most widely used programs and there is currently no plan to change to a different system. We are able to make suggestions to ActiveNet for future updates. Director Leyman clarified that the overarching policy is before the Commission for approval. The process for reservations, is an internal process that is being examined along with many others for efficiencies.

Commissioner Greenberg was concerned with Page 4, Item K, reading it as requiring all indoor reservations to provide liability insurance in the amount of \$1,000,000. It was clarified that this is only required for parties of 100 or more.

Page 4, Procedures - Clause 11 seems redundant with Clause J.

Page 5, Cancellations and Changes – it is not clear whether cancellation need to be made 5 or 10 days before the event. Please clarify.

Page 5, #4E – correct space viability to read space availability

Page 7, Section 5G – Clarify that the walkthrough after event process is intended to confirm departure time *and facility condition*.

Page 7, Section I – change “by the director” to “from the director”

Page 8, Section O – needs a reference to where policies regarding caterers may be located

Page 9, Section Y – update language clarifying that scooters and skateboards are allowed at the skate spot

Facility Reservations Fee Table and Park Reservation Fee Table – make sure language regarding cancellations is consistent with the policy.

Commissioner Allen moved to approve the Facility Reservation Policy with above changes. Commissioner Weiner seconded the motion. The motion passed.

Ayes: Commissioners Karger, Turkmany, Allen, Allard, Weiner, Greenberg and Tuffli

Noes: None

Abstain: None

Absent: None

Commissioner Greenberg made the following comments on the Field Allocation and Use Policy:

Page 5, Section 7 C – Fee charged to organization for camps and clinics. For clarity please add language that the fee is inclusive of the field rental fees.

Page 6, Section 8 A. – add #5 Fields for camps and clinics. Manager Vincent suggested adding in a separate section addressing camps and clinics.

Page 7, Section H – suggested replacing “at least one year prior to the estimated starting date of the new or expanded league” with “at least one year in advance of participating in the field allocation process.”

Page 9, Section 12. Commissioner Greenberg recommended including the fee model in the policy. Commissioner Allen questioned putting hard numbers in the policy. Manager Vincent would like to keep the fee model separate from the policy so that it will not be necessary to go back with the whole policy in five years, as opposed to only the fees.

At the request of Commissioner Greenberg, Manager Vincent reviewed the fee model

Weighted discounts based on the following factors:

- Approved Youth Sport Organization: 50%
- Residency Rate: Minimum Discount 0% with 60% Residency/Maximum Discount 10% with 100% Residency (the percentage is based on a sliding scale)
- Holds Open Registration: 10%
- Employs Minimum Play Rule: 10%
- Provides Draft for Equitable Teams: 10%
- Plays at least 80% of games within their own Organization: 5%

Maximum discount of 95%

Commissioner Allen asked if the fees would be static for 5 years. Manager Vincent recommended that the 5 years starts now with phase-in, ion 2019 and full implementation in 2020. The current fee structure would then have a few years of full implementation before the 5 year review and the goal would be to review every 5 years thereafter. A 50% phase in is recommended for each organization.

P. 12, Section 17, storage units – asked if the storage units remain the property of the organization. He recommended that a document be created outlining standards and appearance

for the storage units. Manager Vincent replied that standards could be added.

Field Reservations Fee Table – Commissioner Greenberg recommended removing Youth Organizations from the page, for clarity, as their fee structure is complex and defined previously.

Commissioner Weiner moved to recommend to accept the Field Allocation and Use policy with the accompanying fee structure, contingent upon one more ad-hoc committee meeting. Commissioner Allen seconded the motion. The motion passed.

Ayes: Commissioners Karger, Turkmany, Allen, Allard, Weiner, Greenberg and Tuffli
Noes: None
Abstain: None
Absent: None

Commissioner Allen added that if a non-resident fee is instituted, surely there will be a non-resident fee implemented in Hermosa Beach that will affect Manhattan Beach residents as well.

Special Events Policy

Commissioner Karger asked about the section of the policy that designates the Civic Plaza as the only site for spontaneous gatherings. Management Analyst, Linda Robb replied that the Civic Plaza was designated because it is possible for a large number of people to gather on short notice without spilling into the streets and causing safety concerns. She added that these types of events may be held at other locations, with planning, and would be required to go through the special events process.

Ms. Robb explained the reasoning behind the request for fee waivers for MBUSD related events. This request is being made to allow for smaller student project and club events to apply for a special event permit without having to pay the \$793 application fee. All applications must be signed by the principal or a district administrator.

Commissioner Greenberg asked about the parking requests for County permitted events and whether the limits mentioned are per event or per day. Ms. Robb replied that the limit is per event, per day and permits are issued at the discretion of the Traffic Engineer who keeps track of how many permits are being issued.

He added that in the definitions, he thinks that the word “or” should be removed. The change will be reviewed with the Special Events Committee.

He thinks a list of examples, like an FAQ page would make our lives much easier.

Commissioner Karger asked about the Skechers mural unveiling and whether that should have had a special event permit. Ms. Robb answered that it should have gone through the special event permit process but staff was made aware of the event on very short notice and it was process in a different way through the Traffic Engineer.

The floor was opened to public comment:

Gary McAulay, resident – represents the Manhattan Beach Historical Society which is incorporated as a 501c3 non profit. They are not employees or volunteers for the City but are running a museum in a City building of City owned artifacts for the City history. The Historical Society runs educational programs for the schools and is intertwined thoroughly with the City. They hope that at some point in the future to have special events that may exceed 50 people and would like to be considered for the exempt category along with the Business development groups.

The floor was closed to public comment.

Commissioner Allard moved to approve the Special Events Policy. Commissioner Greenberg seconded the motion. The motion passed.

Ayes: Commissioners Karger, Turkmany, Allen, Allard, Weiner, Greenberg and Tuffli
Noes: None
Abstain: None
Absent: None

The Commission agreed to include the Historical Society into the City Council staff report for application fee waivers.

Salute to the Troops – Commissioner Weiner asked if there should be a cap on the number of tents. Currently there are booths for Challenge Coin, the Soldier’s Project, an Alzheimers group, Any Soldier, USO, and organization that sends vets from WWI and WWII for a 2 day trip to Washington D.C. Commissioner Turkmany recommended under 10 tents.

Commissioner Allard contacted the Navy Recruiting office in El Segundo. Navy Band is booked with the Ceremonial band for 1st half and 2nd half will be the brass quintet.

Commissioner Karger reported that the band director does not want to play with an outside singer. She has attempted to contact Dennis McNeil regarding contacting the band to coordinate. Perhaps he can bring his own back track. Commissioner Allen asked Commissioner Tuffli if she could look into the Mira Costa bands to see if they can assist. She will check into the Jazz band and the Sax Pack.

Ms. Robb will follow up with Tiger Squadron and Color Guard.

H. **COMMISSION ITEMS** – Donation policy – The subcommittee met and discussed having a catalog available for donation options with an interactive location map for available locations. Commissioner Weiner asked if the City actively looking for tree replacement. Director Leyman will find out. Commissioner Greenberg asked if there had been a discussion of philosophy about a donation program and if so, why do we want a donation program. What is the objective? Does the City need donations? Is it so people can memorialize events or people? Commissioner Karger replied that the subcommittee came to subject with the assumption that people want to donate. She mentioned donations do not have to be about memorializing. There are other forms of donations such as bricks or pavers. Sometimes people want to give back and it is not necessarily a memorial. Commissioner Turkmany thinks it is a community thing. In many cases a life is being celebrated and it isn’t necessarily to bring attention to death. He added that you usually don’t think about the way Lincoln died, you think about what he did. Commissioner Allard stated that some people want to donate money to different programs. Karger – Trees have no plaques, benches do. Expands what the donation program encompasses. Commissioner Greenberg encouraged the ad-hoc committee to think about the objective. Greenberg asked if it is intended to be a money maker for the City. Commissioner Turkmany replied that it is not a money maker, it is a procedure for accepting donations from the public. City Council asked the commission to come up with a policy that gives a clear process and guideline for donations, whether it be a tree, bench, event or sponsorship. Commissioner Weiner sees an opportunity to give at a lower level and added that there could be a kick off with a donor area. He admitted he is a little confused as to whether the goal is to create a catalog with new opportunities or keeping the status quo. Director Leyman stated it is to add other donation options and provide guidelines to the

community for donations of all kinds. Commissioner Allard reported that the Scouthouse will be doing pavers as a fundraiser to be integrated into the hardscape of the Scouthouse.

Commissioner Greenberg asked about naming rights. If passed, would user groups have the opportunity to name the fields if they contributed enough. Director Leyman stated that technically they would but ultimately City Council can choose what they want and don't want to move forward with. Commissioner Greenberg asked about duration for naming rights and Commission Weiner answered that it would be for the useful life of the project.

Commissioner Karger opened the floor to public comment.

Gary MacAulay, resident – stated that he also does not know where this is going and is not sure if there is a need to expand. He thinks that one option should be to pull back. Of course people want to put their name on things but the City might be overestimating people's willingness to just give money to the City. One example is the bench donation catalog. The benches were not selling without a memorial plaque on them. People wanted more wording. The plaques are by and large, memorial plaques. Public spaces should be reserved for public figures, not just for people who can afford an extra memorial. We don't need plaques on everything in town. It is a fundraiser, the City wants the money. Donations should simply have a "donated by" plaque and no other form of memorial. He doesn't see any time limits set forth in the document. He addressed the mentioned group plaque area, and can understand that concept as it designates a specific location. Mr. McAulay hopes the commission will consider making the program smaller.

Commissioner Greenberg thanked Mr. MacAulay for his participation and input.

Commissioner Allen raised the subject of recognizing the AYSO and proposed to have a ceremonial at the next meeting too honor all four teams. He also mentioned that he would like to honor former commissioner, Tom Allard and asked the commissioners to please raise a glass of wine or beer to Tom Allard when they get home.

Commissioner Allard – The Pinewood Derby will be on May 28th, and she would like to have an entry from the Parks and Rec Commission. Commissioner Weiner will represent.

May meeting rescheduled for May 21.

Commissioner Greenberg asked about the staffing situation. Leyman stated that the reorg will be part of the budget process and will be presented to the City Council soon. The department will be lean and mean. Staff should be on board realistically by late Fall.

The floor was closed to public comment.

I. STAFF ITEMS –

Mark Leyman thanked the commission for their hard work and Olivia for balancing school work and acknowledged Linda Robb for work on the Special Event Policy.

The next donation ad-hoc committee meeting will be on Friday, May 4, 3:00.

J. ADJOURNMENT

Commissioner Allen moved to adjourn. Commissioner Weiner seconded the motion. The motion passed. The meeting was adjourned at 8:33 pm.

Ayes: Commissioners Karger, Turkmany, Allen, Allard, Weiner, Greenberg and Tuffli
Noes: None
Abstain: None
Absent: None

CITY OF MANHATTAN BEACH
MINUTES OF THE PARKS AND RECREATION COMMISSION
Manhattan Beach City Hall
1400 Highland Ave.
Manhattan Beach, CA 90266
May 21, 2018
6:00 PM

CONTENTS

A. CALL TO ORDER

The meeting was called to order at 6:03 PM.

B. PLEDGE TO THE FLAG

C. ROLL CALL

Present: Commissioners Karger, Turkmany, Allen, Allard, Weiner, Greenberg
Absent: Commissioner Tuffli

D. APPROVAL OF MINUTES

Commissioner Weiner moved to approve the April 30, 2018 minutes with the correction of one typo. Commissioner Greenberg seconded the motion. The motion passed.

Ayes: Commissioners Karger, Turkmany, Allen, Allard, Weiner, Greenberg
Noes: None
Abstain: None
Absent: Commissioner Tuffli

E. CEREMONIAL

Recognition of AYSO GU14 Western States Champions – Manhattan Beach Blue

Coaches: Krista Skinner, Todd Collins

Players: Emily Champion, Madilynn Collins, Elia Dvorchak, Rebecca Fox, Charolette Kwon, Payton Murray, Grace Partin, Rebecca Rytz, Isadora Scott, Sophia Scott, Linday Skinner, Shea Steggell, Kayce Weber, Isabel Wilmot

Recognition of AYSO BU12 Western States Champions – Real Manhattan Beach

Coaches: John Lowell, Billy Crader

Players: Chase Hackley, Ford Finster, Will Neubauer, Kyle Shalen, William Crader, Elijah Foxd, Race Serota, Rider Cooley, Finn Kawalec, Carson Steinbacher, Alex Spiridellis, Lucas Magnotta

Recognition of AYSO BU10 Western States Champions – Manhattan Beach United

Coaches: Billy Crader, Jeff Serota

Players: Giorgio Marescalchi, Joey Jennings, Gavin Bontemps, Teddy Crader, Weston Atkin, Brighton Lipson, Cody Collins, Luke Lowell, Blake Fahlbusch

Recognition of AYSO BU14 Western States Champions Runner Up – Manhattan M3

Coaches: Ed Danskin, Renee Tinker

Players: Alfredo Barrios, Matthew Sultemeier, Cole Christensen, Samuel Skinner, Brett Becker, Jack Nammack, Jackson Walter, Kyle Tinker, Kelly Giese, Luke Donahue, Lucas Elias, Dustin Mullenhoff, Will Householter, Ian Draves

Recognition of Outgoing Commissioners, Russ Allen and Olivia Tuffli
Commissioner Allard read a humorous and heartfelt statement from former commissioner Steve Rothans, and presented Commissioner Allen with a pair of personalized flip flops.

Mark Leyman added that Commissioner Allen will still be involved. He is selfless, and has made himself available any time, day or night for youth sports.

Commissioner Weiner said that working with Commissioner Allen has been great and that selfless is a great word to describe him.

Commissioner Greenberg has enjoyed working with Commissioner Allen and appreciates the wealth of knowledge and fairness that he brought to the table.

Commissioner Turkmany coached previously with Commissioner Allen. He said that you never knew how to get ahold of him or if he ever got your messages but every field was always ready thanks to him and that was much appreciated.

Commissioner Allard added that he has been tremendously helpful in Salute to the Troops. He has been a wonderful friend and support to her.

Recognition of Outgoing, Chair Suzanne Karger – Chair Karger stated that he has enjoyed chairing the commission and is looking forward to being a regular commissioner again.

Director Leyman thanked Chair Karger for her commitment, organization and leadership during the past year.

F. AUDIENCE PARTICIPATION (3-Minute Limit)

Commissioner Karger opened the floor to audience participation.

Steve Collins – resident of Redondo Beach, part owner of Hermosa Cyclery and sits on the Board of Directors of the South Bay Bicycle Coalition

Mr. Collins spoke about Bikeshare, which is not a sharing business, it is a bike rental business. There is already an existing bike rental industry in Redondo Beach. Perhaps there will be an opportunity to serve the Manhattan Beach community with the loss of Fun Buns. Bikeshare hurts local bike rental businesses by targeting recreational users instead of commuters. He asked that if the City is looking to add bikeshare services that consideration be given to the existing bike rental services.

Commissioner Greenberg asked if Mr. Collins is asking for the Commission to consider and invite existing businesses to bid. Mr. Collins stated that any bikeshare businesses coming in would not be targeting commuters, which is what Bikeshare is supposed to do. If they are brought in, he asks that they be geofenced so they are held to their original intention.

Commissioner Weiner asked if Hermosa Cyclery is a bike rental operation. Mr. Collins replied that half of the business is bike rental and half is sales. He added that many smaller bike shops are closing and it is important to maintain these resources. If the rental disappears, so does his shop.

Lee Barr – Thanked Russ Allen for serving the commission and the City.

The floor was closed to public comment.

G. GENERAL BUSINESS

Salute to the Troops July 1, 2018 –

Color Guard – Linda Robb reported that the Navy Color Guard would not participate. She sent requests to UCLA and USC ROTC programs but hadn't received a reply. Commissioner Weiner will attempt to make contact.

Commissioner Karger reported that Steve Rothans is communicating with the Boy Scouts Troop 713 and will bring 20 flags.

Advertising – Ms. Robb will check with graphic artist, Kristin Yamauchi regarding advertising in the Beach Reporter. A banner will be installed at Morningside and Manhattan Beach Boulevard on June 18th.

Flyover – Ms. Robb reported that the Tiger Squadron is not interested in purchasing additional insurance to satisfy the City requirements so there will be no flyover.

Martin Betz will work with the sound company to arrange for filler music between 4:00-5:00.

Commissioner Allard has contacted Dennis McNeil who will submit his contract paperwork to emcee the event.

Appointment of 2018/2019 Commission Chair and Vice-Chair – Commissioner Karger moved to nominate Commission Turkmany as Commission Chair, Commissioner Greenberg seconded the motion. The motion passed.

Ayes: Commissioners Karger, Turkmany, Allen, Allard, Weiner, Greenberg
Noes: None
Abstain: None
Absent: Commissioner Tuffli

Commissioner Allen nominated Commissioner Allard to serve at Vice Chair. Commissioner Karger seconded the motion. The motion passed.

Ayes: Commissioners Karger, Turkmany, Allen, Allard, Weiner, Greenberg
Noes: None
Abstain: None
Absent: Commissioner Tuffli

- H. **COMMISSION ITEMS – Donation policy** – The Donation Ad-hoc committee revised the donation policy. Chair Karger stated that the next step is to discuss if there are any additional items to add to the policy and ask the City Council at the joint meeting as well. Director Leyman added that the commission can explore options such as more capital versus community based donations. He recommended to keep it simple with a catalog and template, including ideas for other potential community-based, low-cost donation programs. Commissioner Weiner mentioned a donation plaza to display donor names which could be an opportunity as well as a place for public pride.

Joint Commission Meeting – Staff recommendations for ongoing workplan items

1. Salute to the Troops
2. Attend and Support Activities
3. Projects for consideration include:
 - Park Master Plan in Fall
 - Continue user group field allocation policy – staff is making some edits and reaching out to Youth sports organizations and the work of the ad-hoc committee

is complete. Commissioner Weiner feels it is important to stress that the fees and structure have not been reviewed or changed since 2008. Commissioner Greenberg stated that he didn't hear that the ad-hoc committee was being removed from the process. Director Leyman stated that the direction from City Council was for staff to work directly with the Youth Sports Organizations to come up with options. This can be brought back to the ad-hoc committee, if needed. Commissioner Weiner stated that the issue is that if this is just about revenues, it could have just been blanket increase and that it will be interesting to see how a solution is decided upon. Commissioner Greenberg would like to see the ad-hoc committee be involved on some level throughout the rest of the process and would like to be involved when user groups meet as a whole.

- Ongoing involvement with the Senior and Scout House project – this had been removed as a fundraising item but was added back as a more general project item. Commissioner Allard stated that the commission just needs to be supportive of ongoing efforts.
- Receive updates from staff on Capital Projects and make recommendations to City Council as requested

Recreation Manager, Jessica Vincent gave an update on the Village Field reurf project – staff is currently reviewing submittal and reviewing lines for field from Sprint Turf. City Council approved the 5 agreements from the organizations involved (BMBCS, South Bay La Crosse, Trident La Crosse, AYSO, Sand and Surf Soccer Club). The plan is to break ground on the fencing in early June, turfing will begin in late July with completion by the end of August. Commissioner Greenberg asked about creating a reserve account for replacing the field in 10 years to self-fund replacement and whether or not that is in the works. Manager Vincent replied that the subject was brought forward with the Field Allocation policy and staff recommended developing a Capital Improvement Fund where all of the revenue received from youth sports organizations using the turf fields would go into this fund which would be used exclusively for future turf maintenance and new turfing projects. It is estimated that \$85,000 would be deposited annually into the fund. Director Leyman stated that an RFP for turf maintenance will be going out shortly and when the proposals are received, staff will have a better idea of what ongoing costs will be.

- Recognizing Community Groups
- Donation Policy
- Special Event Policy

Commissioner Greenberg proposed removing the Salute to the Troops event from the workplan. It started as a Commission activity but now that it is established, he suggests that this become a regular concert in the Concerts in the Park series which would free up time to deal with other work plan items.

Commissioner Allen stated that the original goal and hope was that it would eventually be folded into the Concert Series. Now that it is part of the series the commission could provide some peripheral advising. The commission now handles the details that make the event unique.

Commissioner Karger likes that this event provides visibility to the Commission and appreciates the opportunity to participate and engage with the community.

Director Leyman stated that it is part of the entire series and kicks off the summer concerts.

The band, band shell, food and sponsors are secured by staff. All of the other amenities that set the event apart, from the challenge coins to the speaker, vendors, etc. take a lot of time and the department does not have enough staff to support the extra activities. This is an iconic event for the commission. If the commission would not like to continue to take it on, the event would be a very different and more of a basic concert with a military band.

Commissioner Allard acknowledged that there is a large amount of work that goes into planning an event. Commissioner Greenberg stated that is exactly the point, that time spent by the commission could be spent on other high value items that also require a lot of attention.

Commissioner Greenberg would like to add the idea of putting effort into trying to get the 2028 Olympics Volleyball event brought to Manhattan Beach. Director Leyman stated that the subject is on City Council's radar.

Commissioner Turkmany stated that regarding the Salute to the Troops, there can be a compromise. The commission does not have to reinvent the wheel and recreate the event every year. He asked if an event planner could be used. Director Leyman replied that it would be the City Council's expectation would be to do it in house. He stated that his concern is that if it is a lot of work for the seven members of the commission, that would be a lot of staff time. Commissioner Weiner suggested that at this point, the commission has a good idea of the limitations of the event so a boilerplate template for the event can be created.

Commissioner Greenberg suggesting forming ad-hoc committee to do the bulk of the work for the Salute outside of the meetings. Commissioner Karger agrees that it doesn't have to take up so much of the meeting times and that a template can be created that will make the planning much more simple.

Commissioner Greenberg withdrew his suggestion to remove it from the workplan and asked that next year the event be executed as discussed, with a template.

The commission supports the idea to get the Beach Volleyball to Manhattan Beach.

Commissioner Turkmany showed off the Pinewood Derby entry.

There was discussion about what sorts of groups or activities to recognize. Commissioner Greenberg would like to establish a process for recognition. He asked if there is any regular contact with the user groups to find out about accomplishments. Director Leyman stated that City Council would like to do the recognitions. Commissioner Allen requested that the item stay on the list so that the commission can make recommendation to City Council and then if they are unable to do it, it can be passed to the commission. Commissioner Greenberg stated there should be some level of consistency. Commissioner Weiner offered that the best resources for identifying recognition opportunities are the Beach Reporter and Easy Reader. He added that parents are likely to reach out and let someone know about the great accomplishment. Director Leyman stated that recognition can be given for any number of things, a coach who has made a big impact, winning teams, what you feel is worthy of recognition and what the commission feels would be impactful for the recipient. Commissioner Allen stated that there should not be any restriction to what the commission could recommend to City Council for recognition. Director Leyman stated that the commissions role and process should be defined.

I. STAFF ITEMS –

Director Leyman reported that the Family Campout sold out and included some changes including an exclusive movie night at Begg Field and Begg Pool being open.

On the first day of summer registrations, the department process over 1100 registrations and brought in over \$165,000 which is up about \$20,000 over last year.

J. **ADJOURNMENT**

Commissioner Turkmany moved to adjourn. Commissioner Weiner seconded the motion. The motion passed. The meeting was adjourned at 7:56 pm.

Ayes:	Commissioners Karger, Turkmany, Allen, Allard, Weiner, Greenberg
Noes:	None
Abstain	None
Absent:	Commissioner Tuffli

CITY OF MANHATTAN BEACH
PLANNING COMMISSION MEETING ACTION MINUTES
JUNE 13, 2018 AT 6:00PM
City Hall Council Chambers – 1400 Highland Avenue, Manhattan Beach, CA 90266

1. CALL MEETING TO ORDER **6:00 p.m.**

2. PLEDGE TO FLAG

3. ROLL CALL **Morton, Burkhalter, Thompson, Fournier, Chair Seville-Jones**

****Director added "Reorganization of Commission Officers" to the agenda. Commissioner Seville-Jones was appointed Chair and Commissioner Burkhalter was appointed Vice Chair, per seniority (5:0)****

4. AUDIENCE PARTICIPATION **(3-minute Limitation) None**

***** By Order of the Chair, General Business (Item 06/13/18-6.) was moved ahead and addressed at this point in the meeting *****

7. GENERAL BUSINESS

06/13/18-6. Appeal of the Community Development Director's Residential Land Use Determination That a Proposed Senior Citizens Facility at 250-400 North Sepulveda Boulevard is a Residential Use and Not a Commercial Use (Sunrise Senior Living)
No discussion per applicant request; Continued item to July 11, 2018 meeting (5:0)

5. APPROVAL OF MINUTES

06/13/18-1. Regular Meeting – May 23, 2018 **Approved with no changes
(3:0:2; Thompson and Seville-Jones abstained)**

6. PUBLIC HEARING

***** Commissioner Fournier recused himself for the next item and left the room *****

06/13/18-2. Variance for a Remodel/Addition to a Nonconforming Home at 2801 N Valley Drive (Powell)
Conducted the public hearing, approved and adopted the resolution (4:0)

***** Commissioner Fournier returned to the dais *****

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- 06/13/18-3. Variance and Coastal Development Permit for a Remodel/Addition to a Nonconforming Home at 2912 Ocean Drive (Strnad)
Conducted the public hearing, adopted the resolution, approving with conditions (5:0)
- 06/13/18-4. Consideration of a Planned Development Permit Amendment to Add Eating and Drinking Establishment Use With Beer and Wine Service to a Food and Beverage Sales Use Located at 1700 Rosecrans Avenue (Continental Development Co.-Mother's Market)
Conducted the public hearing, adopted the resolution, approving with conditions (5:0)
- 06/13/18-5. Consideration of a Code Text Amendment to Modify Title 10 (Planning and Zoning) of the Manhattan Beach Municipal Code as it Relates to the Commercial Development in the General Commercial (CG) Zoning District Along Sepulveda Boulevard (City of Manhattan Beach)
Continued Public Hearing from May 23, 2018 meeting
Conducted the continued public hearing and provided direction on draft code language for City Council consideration

8. DIRECTOR'S ITEMS

- a. Update on previous Commission projects **Gelson's, Skechers, Manhattan Village Mall**

9. PLANNING COMMISSION ITEMS

- a. **Commissioners discussed physical improvements of public spaces on Sepulveda Corridor, residential mixed use, and conditional use permit enforcement**

10. TENTATIVE AGENDA June 27, 2018

- a. **Approval of June 13, 2018 minutes**

11. ADJOURNMENT TO **June 20, 2018*** **Meeting adjourned at 9:37 p.m.**

***City Council/Planning Commission/Parking and Public Improvements Commission Joint Meeting**

June 20, 2018* June 27, 2018 July 11, 2018 July 25, 2018 August 8, 2018

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