

## City Council Regular Meeting

**Regular Meeting**

**Tuesday, November 19, 2019**

**6:00 PM**

**City Council Chambers**



***Mayor Nancy Hersman***

***Mayor Pro Tem Richard Montgomery***

***Councilmember Suzanne Hadley***

***Councilmember Hildy Stern***

***Councilmember Steve Napolitano***

Executive Team

Bruce Moe, City Manager

Quinn Barrow, City Attorney

Derrick Abell, Police Chief

Steve Charelian, Finance Director

Daryn Drum, Fire Chief

Jeffery Gibson, Interim Community Development Director

Patrick Griffin, Interim Information Technology Director

Lisa Jenkins, Human Resources Director

Stephanie Katsouleas, Public Works Director

Mark Leyman, Parks and Recreation Director

Liza Tamura, City Clerk

**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.**

## 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](http://www.citymb.info), the Police Department located at 420 15th Street, and are also on file in the Office of the City Clerk for public inspection. Any person who has any question concerning any agenda item may call the City Clerk's office at (310) 802-5056.*

*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, October 13, 2019, 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 & NATIONAL ANTHEM

*Manhattan Beach Middle School Orchestra*

### B. ROLL CALL

### C. CEREMONIAL CALENDAR

1. Presentation of a Certificate of Recognition to Lyn Riley for Providing 22 Years of Service as Nurse Educator for the Manhattan Beach Fire Department. [19-0328](#)  
**PRESENT**
2. Recognition of the Homelessness Task Force. [19-0472](#)  
**PRESENT**

## 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.*

### 3. City Council Minutes:

[19-0402](#)

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

a) City Council Adjourned Regular Meeting Minutes (Closed Session) of November 5, 2019

b) City Council Regular Meeting Minutes of November 5, 2019  
(City Clerk Tamura).

**APPROVE**

**Attachments:** [City Council Adjourned Regular Meeting Minutes \(Closed Session\) of November 5, 2019](#)  
[City Council Regular Meeting Minutes of November 5, 2019](#)

### 4. Financial Report:

[19-0379](#)

Schedule of Demands: October 10, 2019 (Finance Director Charelian).

**ACCEPT REPORT AND DEMANDS**

**Attachments:** [Schedule of Demands for October 10, 2019](#)

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5. Consider Approving a Memorandum of Understanding Between the City of Manhattan Beach and Manhattan Beach Part-Time Employees Association (Human Resources Director Jenkins). [19-0446](#)  
**ADOPT RESOLUTION NO. 19-0105**  
**Attachments:** [Resolution No. 19-0105](#)  
[MBPTEA MOU \(Final Version\)](#)  
[MBPTEA MOU \(Strikethrough Version\)](#)
6. Consider the Parking and Public Improvements Commission Recommendation to Maintain Current Operation of Two Safe Routes to School Project Improvements on Blanche Road Near 29th Street (Interim Community Development Director Gibson). [19-0438](#)  
**APPROVE**  
**Attachments:** [PPIC Report with Exhibits – October 24, 3019](#)  
[Draft PPIC Minutes – October 24, 2019](#)  
[City Council Staff Report with Attachments -October 24, 2019](#)
7. Formally Accept as Complete the Liberty Village Pavement Rehabilitation and Improvement Project; Authorize Filing a Notice of Completion with the County Recorder; Release Retention for \$86,135; Approve a Contract Change Order No. 2 to Sequel Contractors, Inc. for \$226,857; Appropriate \$77,257 from the Proposition C Fund (Public Works Director Katsouleas). [19-0455](#)  
**a) ADOPT RESOLUTION NO. 19-0106**  
**b) APPROPRIATE FUNDS**  
**Attachments:** [Resolution No. 19-0106](#)  
[Change Order No. 2 - Sequel Contractors, Inc.](#)  
[Change Order No. 1 - Sequel Contractors, Inc.](#)  
[Location Map \(Liberty Village\)](#)
8. Formally Accept as Complete the Marine Avenue Improvement Project; Authorize Filing a Notice of Completion with the County Recorder; and Release Retention for \$66,924 (Public Works Director Katsouleas). [19-0456](#)  
**APPROVE**  
**Attachments:** [Location Map](#)

9. Consider Introducing an Ordinance Amending Manhattan Beach Municipal Code Chapter 7.28 - Undergrounding of Public Utility Facilities to Modify Required Notification of the Council's Designation of Undergrounding Districts and to Update Certain Procedural Requirements (Public Works Director Katsouleas). [19-0467](#)
- INTRODUCE ORDINANCE NO. 19-0017**

Attachments: [\(Draft\) Ordinance No. 19-0017](#)  
[MBMC 7.28 \(Redlined\)](#)

10. Consider a Request from the Friends of the Senior and Scout House Community Center to Hold a Fundraising Event with Beer and Wine at the Joslyn Community Center, and to Waive Associated City Fees (Parks and Recreation Director Leyman). [19-0452](#)
- APPROVE**

## 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.*

11. Conduct Public Hearing and Consider Adoption of an Ordinance Adopting by Reference the 2019 Edition of the California Fire Code and Certain Amendments, Deletions and Additions, and Amending Title 3 of the Manhattan Beach Municipal Code; Resolution Setting Forth Findings for Local Amendments (Fire Chief Drum). [19-0442](#)
- a) **ADOPT ORDINANCE NO. 19-0014**
- b) **ADOPT RESOLUTION NO. 19-0094**

Attachments: [Resolution No. 19-0094](#)

12. Conduct Public Hearing and Consider Adopting an Ordinance Adopting the Most Recent California Building Standards Code and City Amendments to the Following Codes: 2019 California Building Code, 2019 California Residential Code, 2019 California Electrical Code, 2019 California Plumbing Code, 2019 California Mechanical Code, 2019 California Existing Building Code, 2019 California Green Building Standards Code, 2019 California Energy Code, 2019 California Administrative Code, 2019 California Historical Building Code, 2019 California Referenced Standards Code, and 1997 Uniform Code for the Abatement of Dangerous Buildings; Adopting Local Amendments to the Referenced Codes; Resolution Setting Forth Findings for Local Amendments; and Amending Titles 5 and 9 of the Manhattan Beach Municipal Code Related to Construction Activity and Post-Disaster Activities (Interim Community Development Director Gibson). [19-0439](#)
- a) **CONDUCT PUBLIC HEARING**  
b) **ADOPT ORDINANCE NO. 19-0015**  
c) **ADOPT RESOLUTION NO. 19-0095**

Attachments: [Resolution No. 19-0095](#)

13. Conduct Public Hearing to Consider Adopting a Resolution Regarding the Citywide User Fee Schedule and Cost Allocation Plan (Finance Director Charelian). [19-0460](#)
- a) **CONDUCT PUBLIC HEARING**  
b) **ADOPT RESOLUTION NO. 19-0107**

Attachments: [Resolution No. 19-0107](#)

[Fiscal Year 2020 Proposed Fee Schedule](#)

[Report on the Cost of Services Study \(User Fee\)](#)

[2019 Comprehensive Cost Allocation Plan](#)

## J. GENERAL BUSINESS

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

14. Consider Approving the Final City of Manhattan Beach Signage and Wayfinding Master Plan and Provide Direction on Implementation of Various Wayfinding Elements (Public Works Director Katsouleas). [19-0163](#)
- a) **APPROVE**  
b) **DISCUSS AND PROVIDE DIRECTION FOR IMPLEMENTATION**

Attachments: [Final Master Plan - Citywide Wayfinding Signage Program](#)

[PowerPoint Presentation](#)

15. Presentation of Underground Utility Assessment District 19-4 and Consideration of a Resolutions to Initiate District Formation Proceedings, Approve the Preliminary Engineer's Report, and Set a Date and Time for a Public Hearing (Public Works Director Katsouleas). [19-0466](#)

**ADOPT RESOLUTIONS NOS. 19-0103 AND 19-0104**

**Attachments:** [UUAD 19-4 Boundary Map](#)  
[Resolution No. 19-0103](#)  
[Resolution No. 19-0104](#)  
[Preliminary Engineer's Report](#)  
[Sample Ballot & Procedures](#)  
[Sample Notice of Proposed Assessment](#)  
[Notice of Public Hearing](#)  
[Certificate of Sufficiency](#)  
[PowerPoint Presentation](#)

16. Enterprise Project Implementation Quarterly Update of 1) Enterprise Resource Planning (ERP) and 2) Land Management System (LMS) Solutions (Interim Information Technology Director Griffin). [19-0304](#)

**RECEIVE REPORT**

**Attachments:** [PowerPoint Presentation](#)

**K. CITY COUNCIL REQUESTS AND REPORTS INCLUDING AB 1234 REPORTS**

*In addition to providing reports of meetings and conferences attended by Councilmembers in connection with their official duties at City expense as required by AB 1234, Councilmembers requested at a previous City Council meeting that the following item(s) be placed on the agenda for discussion.*

**L. FUTURE AGENDA ITEMS**

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

17. Agenda Forecast (City Clerk Tamura). [19-0403](#)  
**DISCUSS AND PROVIDE DIRECTION**

**Attachments:** [November 13, 2019 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.*

18. Recent Planning Commission Quasi-Judicial Decisions: [19-0468](#)  
Use Permit and Vesting Tentative Parcel Map for 1446 12th Street, and  
Separate Use Permit and Vesting Tentative Parcel Map for 1450 12th  
Street (Interim Community Development Director Gibson).  
**INFORMATION ITEM ONLY**

## P. CLOSED SESSION

## Q. ADJOURNMENT

## R. FUTURE MEETINGS

### CITY COUNCIL MEETINGS

*December 3, 2019 - Tuesday -- 6:00 PM - City Council Meeting*  
*December 17, 2019 - Tuesday -- 6:00 PM - City Council Meeting*  
*January 6, 2020 - Monday -- 6:00 PM - Joint Meeting City Council/Parks and Recreation Commission, Cultural Arts Commission and Library Commission*  
*January 7, 2020 - Tuesday -- 6:00 PM - City Council Meeting*  
*January 15, 2020 - Wednesday -- 6:00 PM - Joint Meeting City Council/Planning Commission and Parking and Public Improvements Commission*  
*January 21, 2020 - Tuesday -- 6:00 PM - City Council Meeting*  
*February 4, 2020 - Tuesday -- 6:00 PM - City Council Meeting*  
*February 18, 2020 - Tuesday -- 6:00 PM - City Council Meeting*  
*March 3, 2020 - Tuesday -- 6:00 PM - City Council Meeting (Reorganization)*  
*March 17, 2020 - Tuesday -- 6:00 PM - City Council Meeting*  
*April 7, 2020 - Tuesday -- 6:00 PM - City Council Meeting*  
*April 21, 2020 - Tuesday -- 6:00 PM - City Council Meeting*  
*May 5, 2020 - Tuesday -- 6:00 PM - City Council Meeting*  
*May 19, 2020 - Tuesday -- 6:00 PM - City Council Meeting*  
*June 2, 2020 - Tuesday -- 6:00 PM - City Council Meeting*  
*June 16, 2020 - Tuesday -- 6:00 PM - City Council Meeting*  
*July 7, 2020 - Tuesday -- 6:00 PM - City Council Meeting*  
*July 21, 2020 - Tuesday -- 6:00 PM - City Council Meeting*  
*August 4, 2020 - Tuesday -- 6:00 PM - City Council Meeting*  
*August 18, 2020 - Tuesday -- 6:00 PM - City Council Meeting*  
*September 1, 2020 - Tuesday -- 6:00 PM - City Council Meeting*  
*September 15, 2020 - Tuesday -- 6:00 PM - City Council Meeting*  
*October 6, 2020 - Tuesday -- 6:00 PM - City Council Meeting*  
*October 20, 2020 - Tuesday -- 6:00 PM - City Council Meeting*  
*November 5, 2020 - Wednesday -- 6:00 PM - City Council Meeting (General Municipal Elections)*  
*November 17, 2020 - Tuesday -- 6:00 PM - City Council Meeting*  
*December 1, 2020 - Tuesday -- 6:00 PM - City Council Meeting (Reorganization)*  
*December 15, 2020 - Tuesday -- 6:00 PM - City Council Meeting*



**BOARDS, COMMISSIONS AND COMMITTEE MEETINGS**

November 18, 2019 - Monday - 6:00 PM - Cultural Arts Commission Meeting  
November 25, 2019 - Monday - 6:00 PM - Parks and Recreation Commission Meeting  
November 27, 2019 - Wednesday - 6:00 PM - Planning Commission Meeting  
November 28, 2019 - Thursday - 6:00 PM - Parking and Public Improvements Commission  
December 5, 2019 - Thursday - 6:00 PM - Parking and Public Improvements Commission  
December 9, 2019 - Monday - 6:00 PM - Library Commission Meeting  
December 11, 2019 - Wednesday - 6:00 PM - Planning Commission Meeting  
December 16, 2019 - Monday - 6:00 PM - Cultural Arts Commission Meeting  
December 23, 2019 - Monday - 6:00 PM - Parks and Recreation Commission Meeting  
December 25, 2019 - Wednesday - 6:00 PM - Planning Commission Meeting  
January 8, 2019 - Wednesday - 6:00 PM - Planning Commission Meeting  
January 13, 2019 - Monday - 6:00 PM - Library Commission Meeting  
January 20, 2019 - Monday - 6:00 PM - Cultural Arts Commission Meeting  
January 22, 2019 - Wednesday - 6:00 PM - Planning Commission Meeting  
January 23, 2019 - Thursday - 6:00 PM - Parking and Public Improvements Commission  
January 27, 2019 - Monday - 6:00 PM - Parks and Recreation Commission Meeting  
February 10, 2020 - Monday - 6:00 PM - Library Commission Meeting  
February 12, 2020 - Wednesday - 6:00 PM - Planning Commission Meeting  
February 17, 2020 - Monday - 6:00 PM - Cultural Arts Commission Meeting  
February 24, 2020 - Monday - 6:00 PM - Parks and Recreation Commission Meeting  
February 26, 2020 - Wednesday - 6:00 PM - Planning Commission Meeting

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

November 28-29, 2019 - Thursday & Friday - Thanksgiving Holiday  
December 25, 2019 - Wednesday - Christmas Day Observed  
January 1, 2020 - Wednesday - New Years Day Observed  
January 20, 2020 - Monday - Martin Luther King Day  
February 17, 2020 - Monday - Presidents Day  
May 25, 2020 - Monday - Memorial Day  
July 4, 2020 - Friday - Independence Day  
September 7, 2020 - Monday - Labor Day  
October 5, 2020 - Monday - Columbus Day  
November 11, 2020 - Tuesday - Veterans Day