

City Council Regular Meeting

Regular Meeting

Tuesday, March 16, 2021

6:00 PM

City Council Chambers



ELECTED OFFICIALS

Mayor Suzanne Hadley

Mayor Pro Tem Hildy Stern

Councilmember Steve Napolitano

Councilmember Richard Montgomery

Councilmember Joe Franklin

City Treasurer Tim Lilligren

EXECUTIVE TEAM

City Manager Bruce Moe

City Attorney Quinn Barrow

City Clerk Liza Tamura

Community Development Director Carrie Tai

Finance Director Steve Charelian

Interim Fire Chief Wolfgang Knabe

Acting Human Resources Director Stephanie Swofford

Information Technology Director Terry Hackelman

Parks and Recreation Director Mark Leyman

Police Chief Derrick Abell

Acting Public Works Director Carrie Tai

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.

March 16, 2021

City Council Meeting Agenda Packet:

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MANHATTAN BEACH'S CITY COUNCIL WELCOMES YOU!

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, March 10, 2021, 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.

PLEASE NOTE THAT THE CITY COUNCIL MAY ACT ON ANY ITEM LISTED ON THE AGENDA.

A. CALL MEETING TO ORDER**B. PLEDGE TO THE FLAG****C. ROLL CALL****D. CEREMONIAL CALENDAR**

1. Presentation of a Certificate of Recognition to 12-Year-Old Ryan Beaupain for Combating Climate Change and Beautifying the City of Manhattan Beach by Fundraising and Planting Trees in Polliwog Park and Pacific Elementary School.

[21-0083](#)

PRESENT

Attachments: [Certificate of Recognition - Ryan Beaupain](#)

2. Presentation of Proclamation Declaring March 2021, as American Red Cross Month.
PRESENT

[21-0066](#)

Attachments: [Proclamation - Red Cross Month](#)

E. 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

F. PUBLIC COMMENTS (2 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.

Pursuant to Governor Newsom's Executive Orders No. N-25-20 and No. N-29-20, City Council Chambers is not open to the public. In the interest of maintaining appropriate social distancing, the City Council encourages the public to participate by submitting comments in advance of the meeting, no later than 5:30 PM, March 16, 2021 (the day of the meeting), via:

- 1) eComment at <http://www.citymb.info/ecomment>;
- 2) email to cityclerk@citymb.info; or
- 3) telephone message recorded at (310) 802-5030.

All of your comments provided by the deadlines above will be available to the City Council and the public prior to the meeting.

In addition, you may participate by joining Zoom during the meeting:

If you wish to speak on any item on the agenda, please register in advance by clicking the following link:
<https://citymb.seamlessdocs.com/f/publiccomment>.

- 1) Direct URL: <https://citymb-info.zoom.us/j/93376200363>, Meeting ID: **933-7620-0363**

During the meeting you will need to use the "raise hand" button through Zoom at the time the Mayor invites the public to provide comments.

- 2) *Join Zoom Meeting via Phone Conference (Voice Only):*
Phone Number: (669) 900-6833, Meeting ID: 933 7620 0363

*During the meeting you will need to enter *9 on the phone's dial pad at the time the Mayor invites the public to provide comments.*

G. COVID-19

3. City Manager Report on EOC (Emergency Operations Center), Update on COVID-19 Response and Outdoor Dining.
4. City Council to Consider Additional Measures to Address COVID-19.

H. 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.

5. City Council Minutes: [21-0073](#)
This Item Contains Minutes of the Following City Council Meeting(s):
 - a) City Council Adjourned Regular Meeting Minutes of March 2, 2021
 - b) City Council Regular Meeting Minutes of March 2, 2021 (City Clerk Tamura).**APPROVE**

Attachments: [City Council Adjourned Regular Meeting Minutes of March 2, 2021](#)
[City Council Regular Meeting Minutes of March 2, 2021](#)
6. Financial Reports: [21-0057](#)
 - a) Schedule of Demands February 4, 2021 and February 18, 2021
 - b) Investment Portfolio for the Month Ending January 31, 2021
 - c) Month End Report for January 31, 2021 (Finance Director Charelian).**ACCEPT REPORTS AND DEMANDS**

Attachments: [Schedule of Demands for February 4 and February 18, 2021](#)
[Investment Portfolio for the Month Ending January 31, 2021](#)
[Month End Report for January 31, 2021](#)
7. Consideration of a Resignation from Cultural Arts Commissioner Davis, Declare Vacant Cultural Arts Commission Member-At-Large Seat No. 4 (Davis), and Defer Cultural Arts Commissioner Appointment Until the Annual Boards and Commissions Interview and Appointment Process (City Clerk Tamura). [21-0094](#)
 - a) **ACCEPT RESIGNATION**
 - b) **DECLARE VACANCY**
 - c) **DEFER CULTURAL ARTS COMMISSIONER APPOINTMENT**
Attachments: [Resignation Letter - Commissioner Davis](#)

8. Consideration of a Resolution Awarding RFP No. 1252-21 for a Three-Year eProcurement Solution to Govlist Inc. for the Total Amount of \$72,000 (Finance Director Charelian). [21-0030](#)
ADOPT RESOLUTION NO. 21-0023
Attachments: [Resolution No. 21-0023](#)
[Agreement - Govlist Inc](#)
[RFP #1252-21 eProcurement Solution Comparison](#)
9. Report on Police and Fire Software Updates and Solutions (Computer Aided Dispatch and Emergency Notification System) (Police Chief Abell). [21-0081](#)
RECEIVE REPORT
10. Receive and File the 2020 Housing Element Annual Progress Report as Required by the California Department of Housing and Community Development (Community Development Director Tai). [21-0085](#)
RECEIVE AND FILE
Attachments: [2020 Housing Element Annual Progress Report](#)
11. Second Reading and Adoption of Ordinance 21-0003 Amending Chapter 9.78 of the Manhattan Beach Municipal Code - Flood Plain Management Regulations - Areas of Special Flood Hazards (Acting Public Works Director Tai). [21-0090](#)
ADOPT ORDINANCE NO. 21-0003
Attachments: [Ordinance No. 21-0003](#)

I. ITEMS REMOVED FROM THE CONSENT CALENDAR

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

J. GENERAL BUSINESS

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

12. Consideration of Recommendations from Bruce's Beach Task Force (City Manager Moe). [21-0092](#)
DISCUSS AND PROVIDE DIRECTION
Attachments: [Bruce's Beach Task Force Progress Report](#)
[Bruce's Beach Task Force Co-Chair Notes](#)
[Co-chair Napolitano's Alternative Resolution of Apology](#)

K. PUBLIC HEARINGS

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

13. Conduct Public Hearing to Consider Coastal Development Permit Increasing Parking Meter Rates at Beach Parking Lots (Pier, 26th Street and El Porto) from \$2.00/Hour to \$2.50/Hour in the Appealable Coastal Zone (Finance Director Charelian). [21-0012](#)
- a) CONDUCT PUBLIC HEARING**
- b) ADOPT RESOLUTION NO. 21-0025**

Attachments: [Resolution No. 21-0025](#)
[Coastal Development Permit Application \(Appealable Area\)](#)
[Notice of Public Hearing](#)
[Parking Meter Zones Map](#)

L. 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.

14. Consider Request by Mayor Hadley and Mayor Pro Tem Stern to Explore the Use of Homeless Court Services and Funding Sources for Homeless Services (City Manager Moe). [21-0099](#)
- DISCUSS AND PROVIDE DIRECTION**

M. FUTURE AGENDA ITEMS

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

N. CITY MANAGER REPORT

O. CITY ATTORNEY REPORT

P. INFORMATIONAL ITEMS

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

15. Recent Planning Commission Quasi-Judicial Decisions: [21-0098](#)
Proposed Use Permit and Vesting Tentative Parcel Map No. 83261 for Three New Condominium Units at 1421 15th Street, and Adoption of an Environmental Determination in Accordance with the California Environmental Quality Act (1421 15th Street MB, LLC) (Community Development Director Tai).
- INFORMATION ITEM ONLY**

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

April 6, 2021 - Tuesday -- 6:00 PM - City Council Meeting
April 20, 2021 - Tuesday -- 6:00 PM - City Council Meeting
April 27, 2021 - Tuesday -- TBD - Boards and Commissions Interviews
May 4, 2021 - Tuesday -- 6:00 PM - City Council Meeting
May 11, 2021 - Tuesday -- 6:00 PM - Budget Study Session
May 18, 2021 - Tuesday -- 6:00 PM - City Council Meeting
May 25, 2021 - Tuesday -- 6:00 PM - Budget Study Session
June 1, 2021 - Tuesday -- 6:00 PM - City Council Meeting
June 15, 2021 - Tuesday -- 6:00 PM - City Council Meeting
July 6, 2021 - Tuesday -- 6:00 PM - City Council Meeting
July 20, 2021 - Tuesday -- 6:00 PM - City Council Meeting
August 3, 2021 - Tuesday -- 6:00 PM - City Council Meeting
August 17, 2021 - Tuesday -- 6:00 PM - City Council Meeting
September 7, 2021 - Tuesday -- 6:00 PM - City Council Meeting (Reorganization)
September 21, 2021 - Tuesday -- 6:00 PM - City Council Meeting
October 5, 2021 - Tuesday -- 6:00 PM - City Council Meeting
October 19, 2021 - Tuesday -- 6:00 PM - City Council Meeting
November 2, 2021 - Tuesday -- 6:00 PM - City Council Meeting
November 16, 2021 - Tuesday -- 6:00 PM - City Council Meeting
December 7, 2021 - Tuesday -- 6:00 PM - City Council Meeting
December 21, 2021 - Tuesday -- 6:00 PM - City Council Meeting

BOARDS, COMMISSIONS AND COMMITTEE MEETINGS

March 22, 2021 - Monday - 4:00 PM - Parks and Recreation Commission Meeting
March 24, 2021 - Wednesday - 3:00 PM - Planning Commission Meeting
March 25, 2021 - Thursday - 6:00 PM - Parking and Public Improvements Commission
April 12, 2021 - Monday - 6:00 PM - Library Commission Meeting
April 14, 2021 - Wednesday - 6:00 PM - Planning Commission Meeting
April 19, 2021 - Monday - 5:00 PM - Cultural Arts Commission Meeting
April 22, 2021 - Thursday - 6:00 PM - Parking and Public Improvements Commission
April 26, 2021 - Monday - 4:00 PM - Parks and Recreation Commission Meeting
April 28, 2021 - Wednesday - 6:00 PM - Planning Commission Meeting

T. CITY OFFICES CLOSED

CITY HOLIDAYS:

May 31, 2021 – Monday – Memorial Day

July 5, 2021 - Monday - Independence Day Observed

September 6, 2021 - Monday - Labor Day

October 11, 2021 – Monday – Columbus Day

November 11, 2021 – Thursday – Veterans Day

November 25-26, 2021 - Thursday & Friday - Thanksgiving Holiday

December 24, 2021 - Friday - Christmas Day Observed (Saturday, December 25, 2021)

December 31, 2021 – Friday – New Years Day Observed (Saturday, January 1, 2022)

January 17, 2022 – Monday – Martin Luther King Day

February 21, 2022 - Monday - Presidents Day



CITY OF MANHATTAN BEACH
1400 Highland Avenue Manhattan Beach, CA 90266
www.citymb.info • (310) 802-5000

STAFF REPORT

Agenda Date: 3/16/2021

TO:

Members of the City Council

FROM:

Mayor Hadley

SUBJECT:

Presentation of a Certificate of Recognition to 12-Year-Old Ryan Beaupain for Combating Climate Change and Beautifying the City of Manhattan Beach by Fundraising and Planting Trees in Polliwog Park and Pacific Elementary School.

PRESENT

**The City Council of the City of Manhattan Beach
Does Hereby Proudly Recognize
Ryan Beaupain
for
Combating Climate Change and Beautifying the City of Manhattan Beach by
Fundraising and Planting Trees in
Polliwog Park and Pacific Elementary School**

Certificate of Recognition

The City Council of the City of Manhattan Beach
Does Hereby Proudly Recognize

Ryan Beaupain

for

Combating Climate Change and Beautifying the City of Manhattan Beach by
Fundraising and Planting Trees in
Polliwog Park and Pacific Elementary School

Dated this 16th Day of March, 2021

MAYOR SUZANNE HADLEY



CITY OF MANHATTAN BEACH
1400 Highland Avenue Manhattan Beach, CA 90266
www.citymb.info • (310) 802-5000

STAFF REPORT

Agenda Date: 3/16/2021

TO:

Members of the City Council

FROM:

Mayor Hadley

SUBJECT:

Presentation of Proclamation Declaring March 2021, as American Red Cross Month.

PRESENT

**The City Council of the City of Manhattan Beach
Does Hereby Proudly Proclaim
March 2021 as
American Red Cross Month**

Proclamation

- Whereas,* March is American Red Cross Month, a special time to honor the kindness of our neighbors who aid families in need every day in Manhattan Beach, across the United States and around the world. Their dedication touches millions of lives each year as they carry out the organization's 140-year mission of preventing and alleviating suffering; and
- Whereas,* during the trying times of the COVID-19 pandemic, people have stepped up to help others in need, whether it was responding to this year's record-breaking disasters across the country or rolling up their sleeves to give blood when our country faced a severe blood shortage; and
- Whereas,* families have relied on Disaster Response volunteers for comfort and hope while coping with home fires and other disasters. The American Red Cross volunteers serving Greater Long Beach, South Bay, Metro & Southeast Los Angeles have supported local families in other ways too: including supplying local hospitals with blood and convalescent plasma as a treatment for COVID-19, and
- Whereas,* nearly 200 years since the birth of American Red Cross founder, Clara Barton, we dedicate this month of March to all those who continue to advance her noble legacy, and we ask others to join in their commitment to care for people in need.

Now, Therefore, Be It Resolved that I, Suzanne Hadley, Mayor of the City of Manhattan Beach, California, on behalf of the City Council and the residents of Manhattan Beach, do hereby proclaim the month of March 2021 as

American Red Cross Month

and encourage all Americans to reach out and support its humanitarian mission.

Dated this 16th day of March, 2021.

ATTEST:

CITY CLERK LIZA TAMURA

MAYOR SUZANNE HADLEY



CITY OF MANHATTAN BEACH CITY HALL

1400 Highland Avenue, Manhattan Beach, CA 90266

WEBSITE: www.citymb.info • **PHONE:** (310) 802-5000

AGENDA ITEM NO. 3

City Manager Report on EOC (Emergency Operations Center), Update on COVID-19 Response and Outdoor Dining.



CITY OF MANHATTAN BEACH CITY HALL

1400 Highland Avenue, Manhattan Beach, CA 90266

WEBSITE: www.citymb.info • **PHONE:** (310) 802-5000

AGENDA ITEM NO. 4

City Council to Consider Additional Measures to Address COVID-19.



Agenda Date: 3/16/2021

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 Adjourned Regular Meeting Minutes of March 2, 2021
- b) City Council Regular Meeting Minutes of March 2, 2021
(City Clerk Tamura).

APPROVE

RECOMMENDATION:

The attached minutes are for City Council approval:

Attachment(s):

- 1. City Council Adjourned Regular Meeting Minutes of March 2, 2021
- 2. City Council Regular Meeting Minutes of March 2, 2021

City of Manhattan Beach

1400 Highland Avenue
Manhattan Beach, CA 90266



Meeting Minutes - Draft

Tuesday, March 2, 2021

4:30 PM

City Council Chambers

City Council Adjourned Regular Meeting

ELECTED OFFICIALS

Mayor Suzanne Hadley

Mayor Pro Tem Hildy Stern

Councilmember Steve Napolitano

Councilmember Richard Montgomery

Councilmember Joe Franklin

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. CALL MEETING TO ORDER

Mayor Hadley called the meeting to order.

B. PLEDGE TO THE FLAG

Mayor Hadley led the pledge to the flag.

C. ROLL CALL

Present 5 - Mayor Hadley, Mayor Pro Tem Stern, Councilmember Napolitano, Councilmember Montgomery and Councilmember Franklin

D. PUBLIC COMMENTS (3 MINUTES PER PERSON)

Mayor Hadley opened the floor to public comments.

Seeing no requests to speak, Mayor Hadley closed the floor to public comments.

E. CLOSED SESSION

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

City Attorney Quinn Barrow announced the following Closed Session.

**CONFERENCE WITH LABOR NEGOTIATORS
(Government Code Section 54957.6)**

Agency Negotiators:

Bruce Moe, City Manager

Stephanie Swofford, Acting Human Resources Director

Employee Groups:

Manhattan Beach Firefighters' Association

Manhattan Beach Fire Management Association

Manhattan Beach Police Officers Association

Manhattan Beach Police Management Association

Manhattan Beach Mid-Management Employee Association

Manhattan Beach Part-Time Employees' Association

Unrepresented (Executive, Management and Confidential)

Teamsters Local 911

II. RECESS INTO CLOSED SESSION

At 4:35 PM, Mayor Hadley announced that City Council would recess into Closed Session.

III. RECONVENE INTO OPEN SESSION

At 6:05 PM, the City Council reconvened into Open Session with all Councilmembers present.

IV. CLOSED SESSION ANNOUNCEMENT IN OPEN SESSION

City Attorney Quinn Barrow announced that City Council went into Closed Session to conduct labor negotiations. The City Council gave direction to its labor negotiators, there was no reportable action taken.

F. ADJOURNMENT

At 6:06 PM, Mayor Hadley adjourned the meeting.

Martha Alvarez
Recording Secretary

Suzanne Hadley
Mayor

ATTEST:

Liza Tamura
City Clerk

City of Manhattan Beach

1400 Highland Avenue
Manhattan Beach, CA 90266



Meeting Minutes - Draft

Tuesday, March 2, 2021

6:00 PM

Regular Meeting

City Council Chambers

City Council Regular Meeting

ELECTED OFFICIALS

Mayor Suzanne Hadley

Mayor Pro Tem Hildy Stern

Councilmember Steve Napolitano

Councilmember Richard Montgomery

Councilmember Joe Franklin

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www.citymb.info/departments/city-clerk/city-council-meetings-agendas-and-minutes

A. CALL MEETING TO ORDER

Mayor Hadley called the meeting to order.

B. PLEDGE TO THE FLAG

Mayor Hadley led the Pledge of Allegiance.

C. ROLL CALL

Present: 5 - Mayor Hadley, Mayor Pro Tem Stern, Councilmember Napolitano, Councilmember Montgomery and Councilmember Franklin

D. CEREMONIAL CALENDAR

1. Presentation of a Proclamation Declaring March 5, 2021 as National Employee Appreciation Day. [21-0036](#)

PRESENT

Mayor Hadley, on behalf of the City Council, presented Acting Human Resources Director Stephanie Swofford, with a Proclamation declaring March 5, 2021, as "National Employee Appreciation Day."

2. Presentation of a Certificate of Recognition to Caitlyn O'Hara, Teen Entrepreneur and Owner of Caitlyn's Cakes and Cookies. [21-0044](#)

PRESENT

Mayor Hadley, on behalf of the City Council, presented a Certificate of Recognition to Caitlyn O'Hara, as Teen Entrepreneur and Owner of Caitlyn's Cakes and Cookies.

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

A motion was made by Mayor Pro Tem Hadley, seconded by Councilmember Montgomery, to approve the agenda and waive full reading of ordinances.

The motion carried by the following vote:

Aye: 5 - Hadley, Stern, Napolitano, Montgomery and Franklin

F. PUBLIC COMMENTS (3 MINUTES PER PERSON)

Mayor Hadley opened the floor to public comments. The following individual(s) spoke:

*Claire Moore
Brent Taylor*

Seeing no further requests to speak, Mayor Hadley closed the floor to public comments.

3. Presentation by Los Angeles World Airports (LAWA) regarding the LAX Airfield and Terminal Modernization Project.

Los Angeles World Airports (LAWA), Chief Sustainability and Revenue Management Officer Samantha Bricker provided the PowerPoint presentation.

City Manager Bruce Moe provided clarification regarding the presentation and discussion portion for tonight.

Chief Sustainability and Revenue Management Officer Bricker responded to City Council questions.

City Council thanked Chief Sustainability and Revenue Management Officer Bricker for her presentation.

G. COVID-19

4. City Manager Report on EOC (Emergency Operations Center) and Update on COVID-19 Response.

City Manager Bruce Moe reported on the EOC (Emergency Operations Center).

Beach Cities Health District, Chief Executive Officer Tom Bakaly and Beach Cities Health District, Director of Youth Services Ali Steward provided the PowerPoint presentation.

Director of Youth Services Steward and Chief Executive Officer Bakaly responded to City Council questions.

Parks and Recreation Director Mark Leyman provided an update on recreational activities.

City Manager Bruce Moe gave an update on the Stimulus Bill.

5. City Council to Consider Additional Measures to Address COVID-19.

Mayor Hadley thanked Councilmember Napolitano and Montgomery for their work done as part of the long term solutions during COVID subcommittee.

Councilmember Napolitano requested for City Council consideration to further discuss the City's face covering enforcement efforts.

City Attorney Quinn Barrow provided clarification.

City Manager Bruce Moe provided the data that City Council requested regarding the face covering citations.

H. CONSENT CALENDAR (APPROVE)

A motion was made by Mayor Pro Tem Stern, seconded by Councilmember Montgomery, to approve the Consent Calendar. The motion carried by the following vote:

City Attorney Quinn Barrow read the title for Ordinance No. 21-0003:

AN ORDINANCE OF THE CITY OF MANHATTAN BEACH AMENDING CHAPTER 9.78 OF TITLE 9 OF THE MANHATTAN BEACH MUNICIPAL CODE TO REMAIN IN COMPLIANCE WITH THE NATIONAL FLOOD INSURANCE PROGRAM, AND MAKING A DETERMINATION OF EXEMPTION UNDER CEQA

Aye: 5 - Hadley, Stern, Napolitano, Montgomery and Franklin

6. This Item Contains the City Council Regular Meeting Minutes of February 16, 2021 (City Clerk Tamura). [21-0062](#)

APPROVE

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

7. Consideration of Introducing an Ordinance Amending Manhattan Beach Municipal Code Chapter 9.78 - Flood Plain Management Regulations - Areas of Special Flood Hazards (Acting Public Works Director Tai). [21-0079](#)

INTRODUCE ORDINANCE NO. 21-0003

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

8. Consideration of a Resolution Approving a Design Services Agreement to Rak Development Inc., DBA Kreuzer Consulting Group for the Street Resurfacing Project for \$118,550; and Authorizing the City Manager to Execute the Agreement (Acting Public Works Director Tai). [21-0076](#)

ADOPT RESOLUTION NO. 21-0018

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

I. ITEMS REMOVED FROM THE CONSENT CALENDAR

None.

J. PUBLIC HEARINGS

None.

K. GENERAL BUSINESS

- 9. Request to Discuss Comments on Los Angeles World Airports Proposed Airfield and Terminal Modernization Project at Los Angeles International Airport (Community Development Director Tai). [21-0084](#)

DISCUSS AND PROVIDE DIRECTION

Management Services, Senior Manager Analyst George Gabriel and Community Development Director Carrie Tai provided the staff presentation.

Community Development Director Tai responded to City Council questions.

Los Angeles County Supervisor Janice Hahn's, South Bay Field Deputy Jennifer LaMarque responded to City Council questions.

Mayor Hadley opened the floor to public comments.

Seeing no requests to speak, Mayor Hadley closed the floor to public comments.

City Manager Bruce Moe responded to City Council questions.

City Council directed staff to:

- Provide comments on the draft Environmental Impact Report (EIR);*
- Explore working with neighboring cities to address concerns and impacts associated with the project; and*
- Reach out to County Supervisor Janice Hahn on the project.*

City Attorney Barrow responded to City Council questions.

At 7:56 PM City Council recessed and reconvened at 8:08 PM with all Councilmembers present.

10. Report on the City’s Homelessness Efforts and Initiatives (Continued from the February 16, 2021 City Council Meeting) (City Manager Moe). [21-0087](#)

RECEIVE REPORT

Management Services, Senior Management Analyst George Gabriel provided the PowerPoint presentation and responded to City Council questions.

Mayor Hadley opened the floor to public comments. The following individual(s) spoke:

Lee Phillips

Seeing no further requests to speak, Mayor Hadley closed the floor to public comments.

City Council received the report and thanked Senior Management Analyst Gabriel, along with City staff in the Police Department for their Homelessness efforts and initiatives.

11. Consideration of Pension Obligation Bonds Financing Structure Options and Pension Policy (Finance Director Charelian). [21-0086](#)

APPROVE

Finance Director Steve Charelian provided the PowerPoint presentation.

Mayor Hadley opened the floor to public comments.

Seeing no requests to speak, Mayor Hadley closed the floor to public comments.

A motion was made by Councilmember Montgomery, seconded by Councilmember Franklin, approving Option No. 2, "POB Structure with Maturity of 2043 for Public Safety and Miscellaneous." The motion carried by the following vote:

Aye: 5 - Hadley, Stern, Napolitano, Montgomery and Franklin

12. Consideration of the Final Design for the Construction to Replace Fire Station No. 2 and a Resolution Approving the Intention to Issue Tax-Exempt Certificates of Participation (Acting Public Works Director Tai and Finance Director Charelian).

[21-0078](#)

ADOPT RESOLUTION NO. 21-0024

Public Works Department, Senior Civil Engineer Mo Estepa provided the PowerPoint presentation.

Senior Civil Engineer Estepa and Finance Director Steve Charelian responded to City Council questions.

Mayor Hadley opened the floor to public comments.

Seeing no requests to speak, Mayor Hadley closed the floor to public comments.

City Attorney Quinn Barrow stated for the record that Resolution No. 21-0024 had been distributed to the public earlier in the day that included the addition of \$9.5 million under Section 2.

A motion was made by Councilmember Napolitano, seconded by Councilmember Montgomery, to adopt the revised version of Resolution No. 20-0024, indicating its intention to issue tax-exempt obligations. The motion carried by the following vote:

Aye: 5 - Hadley, Stern, Napolitano, Montgomery and Franklin

L. CITY COUNCIL REQUESTS AND REPORTS INCLUDING AB 1234 REPORTS

Mayor Hadley reported that she attended the Orientation through the South Bay Workforce Investment Board.

City Manager Bruce Moe responded to City Council questions.

13. Consider Request by Councilmember Franklin and Mayor Hadley to Discuss Returning to City Council Chambers to Hold City Council Meetings, with Safety Precautions (City Manager Moe).

[21-0088](#)

DISCUSS AND PROVIDE DIRECTION

Councilmember Franklin and Mayor Hadley, directed staff to agendize a discussion with a comprehensive staff report and analysis regarding a request to return to City Council Chambers to hold City Council Meetings, with safety precautions considered as well as a report regarding the use of Joslyn Community Center. Additionally, staff was directed to return to the City Council with a plan to reopen City Hall in the future, Councilmember Montgomery concurred.

City Manager Bruce Moe responded to City Council questions and provided clarification.

M. FUTURE AGENDA ITEMS

Mayor Hadley requested for consideration for staff to agendize a discussion the City exploring the use of "Homeless Court," including an analysis of potential funding sources for various homeless services, Mayor Pro Tem Stern concurred.

Management Services, Senior Management Analyst George Gabriel responded to City council questions regarding funds.

City Attorney Quinn Barrow provided clarification.

N. CITY MANAGER REPORT

City Manager Bruce Moe provided an update on electric bicycle enforcement by the Manhattan Beach Police Department and responded to City Council questions.

O. CITY ATTORNEY REPORT

None.

P. INFORMATIONAL ITEMS

None.

Q. CLOSED SESSION

None.

R. ADJOURNMENT

At 9:51 PM, Mayor Hadley adjourned to the meeting to a 4:30 PM on Tuesday, March 16, 2021.

Martha Alvarez
Recording Secretary

ATTEST:

Suzanne Hadley
Mayor

Liza Tamura
City Clerk



Agenda Date: 3/16/2021

TO:

Honorable Mayor and Members of the City Council

THROUGH:

Bruce Moe, City Manager

FROM:

Steve S. Charelian, Finance Director
Julie Bondarchuk, Acting Controller
Libby Bretthauer, Senior Financial Analyst

SUBJECT:

Financial Reports:

- a) Schedule of Demands February 4, 2021 and February 18, 2021
- b) Investment Portfolio for the Month Ending January 31, 2021
- c) Month End Report for January 31, 2021
(Finance Director Charelian).

ACCEPT REPORTS AND DEMANDS

RECOMMENDATION:

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

FISCAL IMPLICATIONS:

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

The total value of the warrant registers for February 4, 2021, and February 18, 2021 is \$8,822,736.22.

BACKGROUND:

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

DISCUSSION:

Schedule of Demands:

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

Investment Portfolio:

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

Month End Report:

This package includes summary level financial information for the month ending January 31, 2021. This report marks the seventh month of Fiscal Year 2020-2021 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.

PUBLIC OUTREACH:

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

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 this report and determined that no additional legal analysis is necessary.

ATTACHMENTS:

1. Schedule of Demands for February 4, 2021, and February 18, 2021
2. Investment Portfolio for the Month Ending January 31, 2021
3. Month End Report for January 31, 2021

City of Manhattan Beach



Schedule of Demands

February 4, 2021 and February 18, 2021

CITY OF MANHATTAN BEACH
WARRANT REGISTER

WARRANT(S) AP 020421, AP021121, AP021821 & AP022521
DATED: 2/4/2021, 2/11/2021, 2/18/2021 & 2/25/2021

I HEREBY CERTIFY THAT THE CLAIMS OR DEMANDS COVERED BY THE ABOVE WARRANT(S) IN THE AMOUNT OF \$8,822,736.22 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 16TH DAY OF MARCH

REVIEWED, CERTIFIED AND APPROVED
BY CITY MANAGER BRUCE MOE

| | | | |
|--|----------------------------|----------|---------------------|
| WARRANT REGISTER (S) | WARRANT(S) | | |
| AP 020421, AP021121, AP021821 & AP022521 | | AP020421 | 3,276,708.72 |
| | | AP021121 | 345,591.21 |
| | | AP021821 | 1,312,075.54 |
| | | AP022521 | 475,905.60 |
| | PREPAID WIRES / MANUAL CKS | | 1,629,511.93 |
| | SUBTOTAL WARRANTS | | 7,039,793.00 |
| | VOIDS | | (6,297.51) |
| | PAYROLL | | |
| | PE 1/29/2021 | PY | 954,424.72 |
| | PE 2/12/2021 | PY | 834,816.01 |
| | TOTAL WARRANTS | | 8,822,736.22 |

CITY OF MANHATTAN BEACH

WARRANT REGISTER



WARRANT #: AP020421

| CHECK # | DATE | TYPE | PAYEE NAME | DESCRIPTION | AMOUNT |
|---------|----------|------|------------------------------|--------------------------------|------------|
| 544449 | 2/4/2021 | P | ADAMSON POLICE PRODUCTS | SWAT SUPPLIES FOR CROWD CONTRO | 3,224.92 |
| 544450 | 2/4/2021 | P | AT&T MOBILITY | CELL PHONE CHARGES - DEC 2020 | 1,197.27 |
| 544451 | 2/4/2021 | P | BEACH CITIES HEALTH DISTRICT | FEES - NOVEMBER 2020 | 6,441.50 |
| 544452 | 2/4/2021 | P | BRIT WEST SOCCER INC | SOCCER INSTRUCTOR | 7,356.40 |
| 544453 | 2/4/2021 | P | BUTIER ENGINEERING INC | PECK RESERVOIR REPLACEMENT PRO | 59,490.00 |
| 544454 | 2/4/2021 | P | C A RASMUSSEN INC | SEPULVEDA BRIDGE WIDENING CA R | 632,488.72 |
| 544455 | 2/4/2021 | P | CA NEWSPAPER PARTNERSHIP | ADVERTISING | 499.66 |
| 544456 | 2/4/2021 | P | CA WATER SERVICE COMPANY | MONTHLY WATER CHARGES | 234.85 |
| 544457 | 2/4/2021 | P | CAROLINE ROCA | BEACH BOOT CAMP | 644.50 |
| 544458 | 2/4/2021 | P | CORAL BAY HOME LOANS | SKATEBOARD INSTRUCTOR | 4,132.80 |
| 544459 | 2/4/2021 | P | CORODATA RECORDS MANAGEMENT | OFFICE RECORDS STORAGE SERVICE | 138.00 |
| 544460 | 2/4/2021 | P | DFM ASSOCIATES | ELECTIONS | 235.95 |
| 544461 | 2/4/2021 | P | DYNTEK SERVICES INC | PROOFPOINT PLATFORM W/EMAIL PR | 48,234.38 |
| 544462 | 2/4/2021 | P | ELECNOR BELCO ELECTRIC INC | CYCLE 5 FEDERAL HSIP GRANT TRA | 34,264.69 |
| 544463 | 2/4/2021 | P | EMPLOYEE REFUND VENDOR | REIMBURSEMENT-GIFT BAGS FOR OL | 151.02 |
| 544464 | 2/4/2021 | P | FRONTIER CALIFORNIA INC | TELEPHONE SERVICE | 18,701.68 |
| 544465 | 2/4/2021 | P | GAIL MINDY WINTHROP | WATER AEROBICS ACTIVITY | 350.00 |
| 544466 | 2/4/2021 | P | GEOSYNTEC CONSULTANTS INC | BEACH CITIES CIMP IMPLEMENTATI | 146,589.55 |
| 544467 | 2/4/2021 | P | HARRY ALVIN BELLOWS III | PHOTOGRAPHY SERVICES | 525.60 |
| 544468 | 2/4/2021 | P | IAN THOMAS MILLS | LACROSSE INSTRUCTOR | 3,926.10 |
| 544469 | 2/4/2021 | P | ICMA RETIREMENT TRUST - 401 | DEFERRED COMP PLAN 109365 | 1,428.18 |
| 544470 | 2/4/2021 | P | ICMA RETIREMENT TRUST - 457 | DEFERRED COMP 457 & LOAN REPAY | 90,586.77 |
| 544471 | 2/4/2021 | P | ICMA RETIREMENT TRUST 401 | DEFERRED COMP PLAN 109766 | 9,800.48 |
| 544472 | 2/4/2021 | P | INCONTACT INC | LONG DISTANCE SERVICE | 270.87 |

CITY OF MANHATTAN BEACH

WARRANT REGISTER



WARRANT #: AP020421

| CHECK # | DATE | TYPE | PAYEE NAME | DESCRIPTION | AMOUNT |
|---------|----------|------|-------------------------------------|--------------------------------|--------------|
| 544473 | 2/4/2021 | P | IRON MOUNTAIN INFO MNGMT INC | RECORDS STORAGE - PERM & ARCHI | 1,817.78 |
| 544474 | 2/4/2021 | P | ITS GROUP INC | ON-CALL ELECTRICAL INSPECTION | 4,247.07 |
| 544475 | 2/4/2021 | P | JENNIFER KALLOK | EARNINGS WITHHOLDING | 184.62 |
| 544476 | 2/4/2021 | P | JOHN L HUNTER AND ASSOC INC | RESTAURANT STORMWATER INSPECTI | 16,182.75 |
| 544477 | 2/4/2021 | P | K-9 SERVICES LLC | K9 MAINTENANCE TRAINING FOR JA | 1,000.00 |
| 544478 | 2/4/2021 | P | KONICA MINOLTA BUSINESS SOLN | SHAREBASE LICENSE SUBSCRIPTION | 6,000.00 |
| 544479 | 2/4/2021 | P | L A COUNTY SHERIFFS DEPT | JAIL INMATE MEALS DEC. 2020 | 104.90 |
| 544480 | 2/4/2021 | P | LYNN KLEINERS MUSIC RHAP INC | VARIOUS MUSIC CLASSES | 1,267.50 |
| 544481 | 2/4/2021 | P | M B POLICE MGMT ASSC | DUES \$ (POL MGT ASSN): PAYME | 525.00 |
| 544482 | 2/4/2021 | P | M B POLICE OFFICERS ASSOCIA | DUES % (POLICE - %): PAYMENT | 3,472.08 |
| 544483 | 2/4/2021 | P | MBPOA RETIREE MEDICAL REIMBURSEMENT | MD TRUST (MED TRUST): PAYMENT | 2,325.00 |
| 544484 | 2/4/2021 | P | MCGOWAN CONSULTING LLC | NPDES PERMIT CONSULTING SERVIC | 39,658.80 |
| 544485 | 2/4/2021 | P | MICHAEL BAKER INTERNATIONAL | CONTRACT SERVICES | 563.75 |
| 544486 | 2/4/2021 | P | MTGL INC | TESTING SVCS TRAFFIC SIGNAL MO | 1,188.00 |
| 544487 | 2/4/2021 | P | NELLY KORENEVSKY | ZUMBA INSTRUCTOR | 521.60 |
| 544488 | 2/4/2021 | P | NOEL TREVINO | TEST AND REPAIR BACKFLOW DEVIC | 252.00 |
| 544489 | 2/4/2021 | P | OCC BUILDERS INC | MANHATTAN VILLAGE SOCCER FIELD | 11,796.62 |
| 544490 | 2/4/2021 | P | PACIFIC ADVANCED CIVIL ENG | PACIFIC/POINSETTIA/VOORHEES PU | 21,880.00 |
| 544491 | 2/4/2021 | P | PACIFIC HYDROTECH CORPORATION | 8 MG PECK RESERVOIR REPLACEMEN | 1,440,816.99 |
| 544492 | 2/4/2021 | P | QUICKCAPTION INC | CLOSED CAPTION PROFESSIONAL SV | 14,630.00 |
| 544493 | 2/4/2021 | P | RACE TELECOMMUNICATIONS INC | INTERNET SERVICES/SOUTH BAY FI | 5,130.60 |
| 544494 | 2/4/2021 | P | REFUND VENDOR | NEW HIRE LIVSCAN PAYMENT | 34.00 |
| 544495 | 2/4/2021 | P | RINCON CONSULTANTS INC | CONTRACT SERVICES | 506.25 |
| 544496 | 2/4/2021 | P | ROBIN L VARGAS | EARNINGS WITHHOLDING | 553.85 |

CITY OF MANHATTAN BEACH

WARRANT REGISTER



WARRANT #: AP020421

| CHECK # | DATE | TYPE | PAYEE NAME | DESCRIPTION | AMOUNT |
|------------------------------------|----------|------|--------------------------------|--------------------------------|---------------------|
| 544497 | 2/4/2021 | P | ROUTEMATCH SOFTWARE INC | MONTHLY HOSTING FEES | 480.98 |
| 544498 | 2/4/2021 | P | SANTIAGO A CORNEJO | VOID AFTER UPDATE 02/11/2021 | 5,700.00 |
| 544499 | 2/4/2021 | P | SPCA LA | ANIMAL CONTROL SERVICES - DEC | 725.00 |
| 544500 | 2/4/2021 | P | STACEY WEXLER | VOID AFTER UPDATE 02/17/2021 | 325.00 |
| 544501 | 2/4/2021 | P | STATE DISBURSEMENT UNIT | EARNINGS WITHHOLDING | 859.85 |
| 544502 | 2/4/2021 | P | STATE DISBURSEMENT UNIT | EARNINGS WITHHOLDING | 230.76 |
| 544503 | 2/4/2021 | P | STATE DISBURSEMENT UNIT | EARNINGS WITHHOLDING | 92.30 |
| 544504 | 2/4/2021 | P | STEPHEN ROSS HYDE | PAYMENT FOR JANUARY BEGG POOL | 6,370.00 |
| 544505 | 2/4/2021 | P | T MOBILE USA | MOBILE CONNECTION | 244.48 |
| 544506 | 2/4/2021 | P | TIME WARNER CABLE INC | CABLE SERVICE (CH) | 11,158.79 |
| 544507 | 2/4/2021 | P | TIME WARNER CABLE INC | FIBER MAINTENANCE | 1,100.00 |
| 544508 | 2/4/2021 | P | TRAFFIC MANAGEMENT INC | MOBILE MESSAGE BOARDS FOR HEAL | 3,600.00 |
| 544509 | 2/4/2021 | P | U.S. BANK | P/T EMP RETIREMENT CONTRIB: | 3,252.71 |
| 544510 | 2/4/2021 | P | UNITED PARCEL SERVICE | DELIVERY SERVICE | 33.00 |
| 544511 | 2/4/2021 | P | VAN LINGEN BODY SHOP INC | TOWING & VEHICLE STORAGE | 19.00 |
| 544512 | 2/4/2021 | P | VANTAGEPOINT TRANSFER AGENTS | RETMNT HLTH SAVINGS CONTRIB: P | 1,271.51 |
| 544513 | 2/4/2021 | P | VERIZON CALIFORNIA INC | TIBURON SHERIFF'S DATA NETWORK | 949.50 |
| 544514 | 2/4/2021 | P | VERIZON CALIFORNIA INC | MOBILE CONNECTION | 621.94 |
| 544515 | 2/4/2021 | P | VICTORIA HELEN MENDEZ | ARTHRITIS FOUNDATION FITNESS C | 101.25 |
| 544516 | 2/4/2021 | P | WASTE MANAGEMENT INC | MONTHLY REFUSE CHARGES | 341.20 |
| 544517 | 2/4/2021 | P | WEST BASIN MUNICIPAL WATER DIS | MONTHLY WATER PURCHASES | 588,042.40 |
| 544518 | 2/4/2021 | P | WEST COAST TENNIS CAMPS INC | VARIOUS TENNIS ACTIVITIES | 5,616.00 |
| SUB-TOTAL WARRANT AP020421: | | | | | 3,276,708.72 |
| TOTAL WARRANT(S): | | | | | 3,276,708.72 |

CITY OF MANHATTAN BEACH

DISBURSEMENT BY FUND

DATED 02/04/2021



| Fund | Fund Description | Amount |
|---------------------|--------------------------------|---------------------|
| 100 | General Fund | 191,167.36 |
| 205 | Streets, Highways & Sidewalks | 35,452.69 |
| 230 | Prop. A Fund | 537.93 |
| 231 | Prop. C Fund | 632,488.72 |
| 401 | Capital Improvement Fund | 11,796.62 |
| 501 | Water Fund | 2,100,058.09 |
| 502 | Stormwater Fund | 202,431.10 |
| 503 | Wastewater Fund | 22,306.10 |
| 520 | Parking Fund | 934.24 |
| 605 | Information Technology Fund | 76,121.64 |
| 615 | Building Maintenance & Operati | 3,414.23 |
| GRAND TOTAL: | | 3,276,708.72 |

CITY OF MANHATTAN BEACH

WARRANT REGISTER



WIRES

| CHECK # | DATE | TYPE | PAYEE NAME | DESCRIPTION | AMOUNT |
|--------------------|----------|------|---------------------------------------|--------------------------------|-------------------|
| 902052021 | 2/5/2021 | W | CA PUBLIC EMPLOYEES' RETIRMENT SYSTEM | MEDICAL PREMIUM - FEB 2021 | 382,874.64 |
| 902082021 | 2/8/2021 | W | UNION BANK | F.I.T./MEDICARE/S.IT. | 271,584.89 |
| 902092021 | 2/9/2021 | W | PUBLIC EMPLOYEES' RETIREMENT SYSTEM | CALPERS CONTRIBUTION PE 1-29-2 | 280,854.95 |
| SUB-TOTAL : | | | | | 935,314.48 |

WARRANT #: AP021121

| CHECK # | DATE | TYPE | PAYEE NAME | DESCRIPTION | AMOUNT |
|---------|-----------|------|------------------------------------|--------------------------------|-----------|
| 544519 | 2/11/2021 | P | 1 800 PACK RAT LLC | STORAGE FEES | 234.78 |
| 544520 | 2/11/2021 | P | ADMINSURE INC | SELF-INSURED GENERAL LIABILITY | 2,152.75 |
| 544521 | 2/11/2021 | P | ADMINSURE INC | SELF-INSURED GENERAL LIABILITY | 2,152.75 |
| 544522 | 2/11/2021 | P | ADVANCED IMAGING STRATEGIES | 5YR MULTIFUNCTION COPIERS & PR | 14,207.69 |
| 544523 | 2/11/2021 | P | ALL CITY MANAGEMENT SVCS | CROSSING GUARD SERV. (12/27/20 | 330.17 |
| 544524 | 2/11/2021 | P | AM-TEC TOTAL SECURITY INC | ON-CALL SECURITY ACCESS INSTAL | 851.50 |
| 544525 | 2/11/2021 | P | ARAKELIAN ENTERPRISES INC | STREET SWEEPING AND PRESSURE W | 53,882.80 |
| 544526 | 2/11/2021 | P | AT&T MOBILITY | MOBILE CHARGES HUMAN RESOURCES | 3,391.14 |
| 544527 | 2/11/2021 | P | AT&T MOBILITY LLC | OCTOBER CELL PHONE CHARGES | 3,245.40 |
| 544528 | 2/11/2021 | P | BERTECH BUILDING AND ENVIRONMENTAL | REPAIR TECHNOLOGY - DOORS | 680.00 |
| 544529 | 2/11/2021 | P | BOARD UP BOYS | EMERGENCY BOARD UP SERVICE | 750.00 |
| 544530 | 2/11/2021 | P | BRIDGEPAY NETWORK SOLUTIONS | ENERGOV TRANSACTIONS | 39.50 |
| 544531 | 2/11/2021 | P | CCS LOS ANGELES JANITORIAL INC | JANITORIAL CONTRACT SERVICES | 43,200.65 |
| 544532 | 2/11/2021 | P | COMPANY NURSE LLC | WORK INJURY TRIAGE HOTLINE | 315.00 |
| 544533 | 2/11/2021 | P | CONTEMPORARY SERVICES CORP | CROWD MGT. SERVICES FOR MASK D | 3,128.50 |
| 544534 | 2/11/2021 | P | CULLIGAN | WATER FILTER LEASE | 41.30 |
| 544535 | 2/11/2021 | P | DEPT OF INDUSTRIAL RELATIONS | CONVEYANCE PERMITS | 1,350.00 |
| 544536 | 2/11/2021 | P | DEWEY SERVICES INC | INTEGRATED PEST MANAGEMENT SER | 1,120.00 |

CITY OF MANHATTAN BEACH

WARRANT REGISTER



WARRANT #: AP021121

| CHECK # | DATE | TYPE | PAYEE NAME | DESCRIPTION | AMOUNT |
|---------|-----------|------|----------------------------|--------------------------------|-----------|
| 544537 | 2/11/2021 | P | EMPLOYEE REFUND VENDOR | REIMBURSEMENT-TRAVEL EXPENSE | 248.50 |
| 544538 | 2/11/2021 | P | EMPLOYEE REFUND VENDOR | REIMBURSEMENT-TRAVEL EXPENSE | 248.50 |
| 544539 | 2/11/2021 | P | EMPLOYEE REFUND VENDOR | SLI 459-5 TRAVEL EXPENSES 1/7- | 248.50 |
| 544540 | 2/11/2021 | P | FRONTIER CALIFORNIA INC | TELEPHONE SERVICE | 4,940.45 |
| 544541 | 2/11/2021 | P | ITERIS INC | MBB & PECK AVENUE TRAFFIC SIGN | 12,220.58 |
| 544542 | 2/11/2021 | P | KALUBA LLC | BUSINESS LOAN | 7,500.00 |
| 544543 | 2/11/2021 | P | KEVORK ENTERPRISES INC | AUTO BODY REPAIRS | 1,788.46 |
| 544544 | 2/11/2021 | P | M B WATER DEPARTMENT | MONTHLY WATER CHARGES | 38,205.51 |
| 544545 | 2/11/2021 | P | MEREDITH R MILLER | FITNESS INSTRUCTOR | 1,170.00 |
| 544546 | 2/11/2021 | P | PARKPACIFIC INC | TREE GATE PROJECT - NE BUSINES | 12,680.58 |
| 544547 | 2/11/2021 | P | POSTMASTER | ANNUAL PERMIT FOR UPS MARKETIN | 245.00 |
| 544548 | 2/11/2021 | P | REFUND VENDOR | TREE 20-00050 , 1817 LAUREL AV | 800.00 |
| 544549 | 2/11/2021 | P | SANTIAGO A CORNEJO | TENNIS COURT CLEANING SERVICES | 3,850.00 |
| 544550 | 2/11/2021 | P | SEA CLEAR POOLS INC | POOL MAINTENANCE | 350.00 |
| 544551 | 2/11/2021 | P | SELECTIVE GIFT INSTITUTE | EMPLOYEE SERVICE AWARD C. SMIT | 821.26 |
| 544552 | 2/11/2021 | P | SHAW HR CONSULTING INC | HR CONSULTING SERVICES | 1,780.00 |
| 544553 | 2/11/2021 | P | SIEMENS MOBILITY INC | STREET LIGHTS REPAIR MAINTENAN | 2,180.00 |
| 544554 | 2/11/2021 | P | SOUTHERN CALIFORNIA EDISON | STREET LIGHTING CHARGES | 9,555.40 |
| 544555 | 2/11/2021 | P | SOUTHERN CALIFORNIA EDISON | MONTHLY ELECTRIC CHARGES | 4,295.61 |
| 544556 | 2/11/2021 | P | SOUTHERN CALIFORNIA GAS CO | MONYHLY GAS CHARGES | 8,709.06 |
| 544557 | 2/11/2021 | P | SPCA LA | ANIMAL CONTROL SERVICES - JAN | 725.00 |
| 544558 | 2/11/2021 | P | SPRINT SOLUTIONS INC | DB DATA CARDS FOR GPS TRACKING | 194.20 |
| 544559 | 2/11/2021 | P | STATE OF CALIFORNIA | LIVESCAN FINGERPRINT SERVICES | 142.00 |
| 544560 | 2/11/2021 | P | T MOBILE USA | MOBILE CONNECTION | 29.40 |

CITY OF MANHATTAN BEACH

WARRANT REGISTER



WARRANT #: AP021121

| CHECK # | DATE | TYPE | PAYEE NAME | DESCRIPTION | AMOUNT |
|------------------------------------|-----------|------|-------------------------------|--------------------------------|---------------------|
| 544561 | 2/11/2021 | P | THE EDGE FITNESS TRAINING | FITNESS INSTRUCTOR/CONSULTANT | 280.00 |
| 544562 | 2/11/2021 | P | TINA KATCHEN GALL | CDBG PROJECT ADMINISTRATION SE | 680.00 |
| 544563 | 2/11/2021 | P | TYLER TECHNOLOGIES INC | MUNIS IMPLEMENTATION | 25,200.00 |
| 544564 | 2/11/2021 | P | UNIFIRST CORPORATION | UNIFORM AND SAFETY MAT RENTAL | 2,571.20 |
| 544565 | 2/11/2021 | P | UNITED PARCEL SERVICE | DELIVERY SERVICE | 33.00 |
| 544566 | 2/11/2021 | P | UNITED RENTALS NORTHWEST INC | EQUIPMENT RENTAL | 1,137.78 |
| 544567 | 2/11/2021 | P | US BANCORP CARD SERVICES INC | DCARD CHARGES FOR DECEMBER 202 | 59,005.56 |
| 544568 | 2/11/2021 | P | VEEJETA LP | BUSINESS LOAN | 7,500.00 |
| 544569 | 2/11/2021 | P | VITAL MEDICAL SERVICES LLC | COVID-19 NASOPHARYNGEAL SWAB | 4,000.00 |
| 544570 | 2/11/2021 | P | WALTERS WHOLESALE ELECTRIC CO | ELECTRICAL SUPPLIES | 1,181.73 |
| SUB-TOTAL WARRANT AP021121: | | | | | 345,591.21 |
| TOTAL WARRANT(S): | | | | | 1,280,905.69 |

CITY OF MANHATTAN BEACH

DISBURSEMENT BY FUND

DATED 02/11/2021



| Fund | Fund Description | Amount |
|---------------------|--------------------------------|---------------------|
| 100 | General Fund | 1,105,441.63 |
| 201 | Street Lighting & Landscape Fu | 17,834.53 |
| 230 | Prop. A Fund | 1,472.65 |
| 233 | Measure R | 12,220.58 |
| 401 | Capital Improvement Fund | 2,860.00 |
| 501 | Water Fund | 2,048.09 |
| 502 | Stormwater Fund | 28,984.95 |
| 503 | Wastewater Fund | 939.00 |
| 520 | Parking Fund | 16,788.56 |
| 521 | County Parking Lots Fund | 670.84 |
| 522 | State Pier and Parking Lot Fun | 16,841.11 |
| 601 | Insurance Reserve Fund | 10,198.61 |
| 605 | Information Technology Fund | 25,553.17 |
| 610 | Fleet Management Fund | 2,360.73 |
| 615 | Building Maintenance & Operati | 36,691.24 |
| GRAND TOTAL: | | 1,280,905.69 |

CITY OF MANHATTAN BEACH

WARRANT REGISTER



WARRANT #: AP021821

| CHECK # | DATE | TYPE | PAYEE NAME | DESCRIPTION | AMOUNT |
|---------|-----------|------|--------------------------------|--------------------------------|------------|
| 544571 | 2/18/2021 | P | ADLERHORST INTERNATIONAL LLC | MONTHLY OFF-SITE K-9 TRAINING | 350.00 |
| 544572 | 2/18/2021 | P | ALL CITY MANAGEMENT SVCS | CROSSING GUARD SERV. (1/10-1/2 | 1,650.83 |
| 544573 | 2/18/2021 | P | ASPLUNDH CONSTRUCTION LLC | UUAD NO. 4 | 502,788.67 |
| 544574 | 2/18/2021 | P | AT&T MOBILITY | CELLULAR CHARGES (DECEMBER 202 | 6,581.86 |
| 544575 | 2/18/2021 | P | CA TEAMSTERS LOCAL 911 | DUES (MISC): PAYMENT | 6,175.00 |
| 544576 | 2/18/2021 | P | COMMONWEALTH LAND TITLE CO | PRELIMINARY REPORT FOR UUAD NO | 550.00 |
| 544577 | 2/18/2021 | P | COPWARE INC | CA LEGAL SOURCEBOOK (51-75 SWO | 1,500.00 |
| 544578 | 2/18/2021 | P | DESIGN SPACE MODULAR BUILDINGS | CULTURAL ARTS 36 MONTHS TRAI | 1,898.08 |
| 544579 | 2/18/2021 | P | DEWEY SERVICES INC | INTEGRATED PEST MANAGEMENT SER | 2,480.00 |
| 544580 | 2/18/2021 | P | DIAMOND A EQUIPMENT LLC | CONTROL FOR LOADER | 5,842.94 |
| 544581 | 2/18/2021 | P | EMPLOYEE REFUND VENDOR | ACADEMY RECRUIT UNIFORMS | 121.49 |
| 544582 | 2/18/2021 | P | ENVIRONMENTAL SCIENCE ASSOC | CONTRACT SERVICES | 9,383.00 |
| 544583 | 2/18/2021 | P | FEDERAL EXPRESS CORPORATION | DELIVERY SERVICE | 51.03 |
| 544584 | 2/18/2021 | P | GARDA CL WEST INC | ARMORED SERVICES | 165.63 |
| 544585 | 2/18/2021 | P | GWEN ENG | DUES (MID-MGMT): PAYMENT | 132.00 |
| 544586 | 2/18/2021 | P | HARRY ASHIKIAN | BUSINESS LOAN | 10,000.00 |
| 544587 | 2/18/2021 | P | HARRYS CLEANERS | BUSINESS LOAN | 10,000.00 |
| 544588 | 2/18/2021 | P | HAWK ANALYTICS INC | INVESTIGATIVE SOFTWARE (5/15/2 | 2,495.00 |
| 544589 | 2/18/2021 | P | ICMA RETIREMENT TRUST - 401 | DEFERRED COMP 109365: PAYMENT | 1,068.19 |
| 544590 | 2/18/2021 | P | ICMA RETIREMENT TRUST - 457 | DEFERRED COMP AND LOAN REPAY 4 | 85,679.81 |
| 544591 | 2/18/2021 | P | ICMA RETIREMENT TRUST 401 | DEFERRED COMP 109766: PAYMENT | 35,767.76 |
| 544592 | 2/18/2021 | P | IPS GROUP INC | PARKING METER FEES, PARTS & LA | 21,684.58 |
| 544593 | 2/18/2021 | P | ITERIS INC | CITYWIDE TRAFFIC SIGNAL PROJEC | 10,975.32 |
| 544594 | 2/18/2021 | P | JENNIFER KALLOK | EARNINGS WITHHOLDING | 184.62 |

CITY OF MANHATTAN BEACH

WARRANT REGISTER



WARRANT #: AP021821

| CHECK # | DATE | TYPE | PAYEE NAME | DESCRIPTION | AMOUNT |
|---------|-----------|------|---------------------------------------|---------------------------------|------------|
| 544595 | 2/18/2021 | P | KEVORK ENTERPRISES INC | AUTO BODY REPAIRS | 1,281.39 |
| 544596 | 2/18/2021 | P | KOURY ENGINEERING & TESTING | STREET RESURFACING IMPROVEMENT | 2,274.00 |
| 544597 | 2/18/2021 | P | L A COUNTY DEPARTMENT OF PUBLIC WORKS | CONTRACT SERVICES | 7,744.21 |
| 544598 | 2/18/2021 | P | L A COUNTY SHERIFFS DEPT | JAIL INMATE MEALS FOR JAN. 202 | 130.20 |
| 544599 | 2/18/2021 | P | LEAGUE OF CALIFORNIA CITIES | MEMBERSHIP DUES | 13,149.00 |
| 544600 | 2/18/2021 | P | M B POLICE MGMT ASSC | DUES \$ (POL MGT ASSN): PAYMENT | 525.00 |
| 544601 | 2/18/2021 | P | M B POLICE OFFICERS ASSOCIA | DUES % (POLICE - %): PAYMENT | 3,586.94 |
| 544602 | 2/18/2021 | P | MANHATTAN BEACH PART TIME EMPLOYEES | DUES (MBPTEA): PAYMENT | 50.00 |
| 544603 | 2/18/2021 | P | MBPOA RETIREE MEDICAL REIMBURSEMENT | MD TRUST (MED TRUST): PAYMENT | 2,280.00 |
| 544604 | 2/18/2021 | P | MERCHANTS LANDSCAPE SVCS INC | LANDSCAPE MAINTENANCE SERVICES | 36,917.00 |
| 544605 | 2/18/2021 | P | MERRIMAC ENERGY GROUP | BULK FUEL | 23,100.66 |
| 544606 | 2/18/2021 | P | MULTI SERVICE TECHNOLOGY SOLNS | SAFETY WORK BOOTS | 719.01 |
| 544607 | 2/18/2021 | P | NV 5 INC | UUAD NO. 4 | 39,150.00 |
| 544608 | 2/18/2021 | P | PALP INC | STREET RESURFACING PROJECT | 262,059.59 |
| 544609 | 2/18/2021 | P | PREPAID LEGAL SERVICES INC | PREPAID LEGAL: PAYMENT | 47.85 |
| 544610 | 2/18/2021 | P | REFUND VENDOR | EVIDENCE RELEASE DR19-03440 | 1,457.51 |
| 544611 | 2/18/2021 | P | RICHARDS WATSON & GERSHON | LEGAL SERVICES RETAINER - AMEN | 65,920.00 |
| 544612 | 2/18/2021 | P | ROBERT MICHAEL SCHWIEGER | CITY MEETING RECORDING | 1,400.00 |
| 544613 | 2/18/2021 | P | ROBIN L VARGAS | EARNINGS WITHHOLDING | 553.85 |
| 544614 | 2/18/2021 | P | SHANE FOLEY | INSTRUCTION - CERAMICS ADVENTU | 436.45 |
| 544615 | 2/18/2021 | P | SOUTHERN CALIFORNIA EDISON | MONTHLY ELECTRIC CHARGES | 32,164.25 |
| 544616 | 2/18/2021 | P | SOUTHERN CALIFORNIA GAS CO | MONTHLY GAS CHARGES | 1,316.90 |
| 544617 | 2/18/2021 | P | STATE DISBURSEMENT UNIT | EARNINGS WITHHOLDING | 859.85 |
| 544618 | 2/18/2021 | P | STATE DISBURSEMENT UNIT | EARNINGS WITHHOLDING | 230.76 |

CITY OF MANHATTAN BEACH

WARRANT REGISTER



WARRANT #: AP021821

| CHECK # | DATE | TYPE | PAYEE NAME | DESCRIPTION | AMOUNT |
|------------------------------------|-----------|------|--------------------------------|--------------------------------|---------------------|
| 544619 | 2/18/2021 | P | STATE DISBURSEMENT UNIT | EARNINGS WITHHOLDING | 92.30 |
| 544620 | 2/18/2021 | P | THE CODE GROUP INC | BLDG PLAN CHECK & INSPECTIONS | 7,735.80 |
| 544621 | 2/18/2021 | P | TIME WARNER CABLE INC | CABLE TV SERVICE | 222.40 |
| 544622 | 2/18/2021 | P | TOTAL ADMINISTRATION SVCS CORP | MONTHLY FEES | 6,988.04 |
| 544623 | 2/18/2021 | P | U.S. BANK | P/T EMP RETIREMENT CONTRIB: PA | 3,144.14 |
| 544624 | 2/18/2021 | P | UNITED PARCEL SERVICE | DELIVERY SERVICE | 33.00 |
| 544625 | 2/18/2021 | P | US BANK NA | FUEL CHARGES - JAN 2021 | 1,394.14 |
| 544626 | 2/18/2021 | P | VANTAGEPOINT TRANSFER AGENTS | RETMNT HLTH SAVINGS CONTRIB: P | 1,230.36 |
| 544627 | 2/18/2021 | P | VERIZON CALIFORNIA INC | 16 LINES FOR ALPRS FOR 12/24/2 | 612.34 |
| 544628 | 2/18/2021 | P | WALTERS WHOLESALE ELECTRIC CO | ELECTRICAL SUPPLIES | 9,825.39 |
| 544629 | 2/18/2021 | P | WILLDAN INC | CONTRACT SERVICES | 65,827.51 |
| 544630 | 2/18/2021 | P | WW GRAINGER INC | INDUSTRIAL SUPPLIES | 89.89 |
| SUB-TOTAL WARRANT AP021821: | | | | | 1,312,075.54 |
| TOTAL WARRANT(S): | | | | | 1,312,075.54 |

CITY OF MANHATTAN BEACH

DISBURSEMENT BY FUND
DATED 02/18/2021



| Fund | Fund Description | Amount |
|---------------------|--------------------------------|---------------------|
| 100 | General Fund | 401,080.50 |
| 201 | Street Lighting & Landscape Fu | 36.84 |
| 205 | Streets, Highways & Sidewalks | 262,059.59 |
| 231 | Prop. C Fund | 2,274.00 |
| 401 | Capital Improvement Fund | 10,975.32 |
| 403 | Underground Assessment Distric | 542,488.67 |
| 501 | Water Fund | 8,698.47 |
| 502 | Stormwater Fund | 3,113.20 |
| 503 | Wastewater Fund | 3,240.93 |
| 520 | Parking Fund | 22,869.23 |
| 521 | County Parking Lots Fund | 1,121.53 |
| 522 | State Pier and Parking Lot Fun | 271.89 |
| 605 | Information Technology Fund | 1,434.02 |
| 610 | Fleet Management Fund | 31,619.13 |
| 615 | Building Maintenance & Operati | 18,894.14 |
| 802 | Special Deposits Fund | 1,898.08 |
| GRAND TOTAL: | | 1,312,075.54 |

CITY OF MANHATTAN BEACH

WARRANT REGISTER



WIRES

| CHECK # | DATE | TYPE | PAYEE NAME | DESCRIPTION | AMOUNT |
|--------------------|-----------|------|-------------------------------------|--------------------------------|-------------------|
| 22421 | 2/24/2021 | W | CMB RISK MGMT LIABILITY | REIMBURSE LIAB ACCOUNT - JAN | 24,522.02 |
| 2242021 | 2/24/2021 | W | CMB RISK MGMT WORKERS COMP | REIMBURSE W/COMP ACCOUNT - | 173,916.52 |
| 902222021 | 2/22/2021 | W | UNION BANK | F.I.T./MEDICARE/S.I.T. | 215,488.11 |
| 902232021 | 2/23/2021 | W | PUBLIC EMPLOYEES' RETIREMENT SYSTEM | PENSION SAFETY - CLASSIC: PAYM | 280,270.80 |
| SUB-TOTAL : | | | | | 694,197.45 |

WARRANT #: AP022521

| CHECK # | DATE | TYPE | PAYEE NAME | DESCRIPTION | AMOUNT |
|---------|-----------|------|--------------------------------|--------------------------------|-----------|
| 544631 | 2/25/2021 | P | ABBA TERMITE & PEST CONTROL | BEE REMOVAL & RELOCATION SERVI | 195.00 |
| 544632 | 2/25/2021 | P | ADMINISTRATIVE SERVICES COOP | TAXI SERVICES | 999.00 |
| 544633 | 2/25/2021 | P | ADMINSURE INC | SELF-INSURED WORKERS' COMPENSA | 18,604.00 |
| 544634 | 2/25/2021 | P | ADVANCED DATA PROCESSING INC | INTERMEDIUM - JULY 2020 | 53,157.73 |
| 544635 | 2/25/2021 | P | ADVANCED IMAGING STRATEGIES | 5YR MULTIFUNCTION COPIERS & PR | 13,058.44 |
| 544636 | 2/25/2021 | P | AM-TEC TOTAL SECURITY INC | REPLACE TWO JAIL SECURITY CAME | 1,875.52 |
| 544637 | 2/25/2021 | P | ASPEN ENVIRONMENTAL GROUP | CONSTRUCTION MANAGEMENT FOR SK | 4,151.78 |
| 544638 | 2/25/2021 | P | AT&T MOBILITY | AT & T BILLING DECEMBER 2020 | 5,078.39 |
| 544639 | 2/25/2021 | P | BRYAN CAVE LEIGHTON PAISNERLLP | TMA-MANHATTAN BEACH DESIGN LOG | 33.75 |
| 544640 | 2/25/2021 | P | CA NEWSPAPER PARTNERSHIP | ADVERTISING | 364.00 |
| 544641 | 2/25/2021 | P | CCS LOS ANGELES JANITORIAL INC | JANITORIAL CONTRACT SERVICES | 240.32 |
| 544642 | 2/25/2021 | P | CONTEMPORARY SERVICES CORP | SPECIAL EVENT STAFFING REIMBUR | 4,198.02 |
| 544643 | 2/25/2021 | P | DEPT OF INDUSTRIAL RELATIONS | CONVEYANCE PERMITS | 1,575.00 |
| 544644 | 2/25/2021 | P | DEWEY SERVICES INC | INTEGRATED PEST MANAGEMENT SER | 2,480.00 |
| 544645 | 2/25/2021 | P | ELEVATORS ETC LP | ELEVATOR AND ESCALATOR MAINTEN | 3,015.92 |
| 544646 | 2/25/2021 | P | EMPLOYEE REFUND VENDOR | EMPLOYEE REIMBURSEMENT | 175.00 |
| 544647 | 2/25/2021 | P | EMPLOYEE REFUND VENDOR | REIMBURSEMENT-TRAVEL EXPENSE | 310.24 |

CITY OF MANHATTAN BEACH

WARRANT REGISTER



WARRANT #: AP022521

| CHECK # | DATE | TYPE | PAYEE NAME | DESCRIPTION | AMOUNT |
|---------|-----------|------|---------------------------------------|--------------------------------|-----------|
| 544648 | 2/25/2021 | P | EMPLOYEE REFUND VENDOR | REIMBURSEMENT-TRAVEL EXPENSE | 310.24 |
| 544649 | 2/25/2021 | P | FEDERAL EXPRESS CORPORATION | DELIVERY CHARGES | 66.81 |
| 544650 | 2/25/2021 | P | FRONTIER CALIFORNIA INC | TELEPHONE SERVICE | 1,330.41 |
| 544651 | 2/25/2021 | P | GARDA CL WEST INC | ARMORED SERVICES | 126.49 |
| 544652 | 2/25/2021 | P | GOLDEN HEART RANCH | WINTER 2020 INVOICE | 623.70 |
| 544653 | 2/25/2021 | P | INFOSEND INC | POSTAGE | 8,877.90 |
| 544654 | 2/25/2021 | P | KEVORK ENTERPRISES INC | AUTO BODY REPAIRS | 3,413.56 |
| 544655 | 2/25/2021 | P | L A COUNTY DEPARTMENT OF PUBLIC WORKS | TS TMC MONITORING THROUGH DEC | 201.20 |
| 544656 | 2/25/2021 | P | M B WATER DEPARTMENT | MONTHLY WATER CHARGES | 14,845.23 |
| 544657 | 2/25/2021 | P | MANAGEMENT PARTNERS INC | HUMAN RESOURCES CONSULTING SER | 750.00 |
| 544658 | 2/25/2021 | P | MEDIANEWS GROUP INC | DAILY BREEZE NEWSPAPER RENEWAL | 300.12 |
| 544659 | 2/25/2021 | P | MOTION PICTURE LICENSING CORP | MOTION PICTURE LICENSING FEE R | 1,437.64 |
| 544660 | 2/25/2021 | P | MULTI SERVICE TECHNOLOGY SOLNS | SAFETY WORK BOOTS | 594.29 |
| 544661 | 2/25/2021 | P | PARKER ANDERSON ENRICHMENT CENTRAL LA | ENRICHMENT CLASSES | 292.50 |
| 544662 | 2/25/2021 | P | PORTFOLIO IMAGING CORPORATION | GRAPHICS & IMAGING | 518.95 |
| 544663 | 2/25/2021 | P | REFUND VENDOR | REFUND AMY PEARCE SWIM TEAM | 60.00 |
| 544664 | 2/25/2021 | P | REFUND VENDOR | UB OVERPAYMENT (ACCT 32-071702 | 119.12 |
| 544665 | 2/25/2021 | P | REFUND VENDOR | REFUND ANDY CHAN SWIM TEAM | 60.00 |
| 544666 | 2/25/2021 | P | REFUND VENDOR | REFUND ANJALI MAHONEY SWIM TEA | 120.00 |
| 544667 | 2/25/2021 | P | REFUND VENDOR | REFUND ANNA IBBOTSON SWIM TEAM | 120.00 |
| 544668 | 2/25/2021 | P | REFUND VENDOR | UB OVERPAYMENT (ACCT 64-058901 | 336.06 |
| 544669 | 2/25/2021 | P | REFUND VENDOR | REFUND CHRIS PASULA SWIM TEAM | 60.00 |
| 544670 | 2/25/2021 | P | REFUND VENDOR | ALARM SCHOOL REFUND | 385.00 |
| 544671 | 2/25/2021 | P | REFUND VENDOR | PROPERTY DAMAGE REIMBURSEMENT | 2,248.58 |

CITY OF MANHATTAN BEACH

WARRANT REGISTER



WARRANT #: AP022521

| CHECK # | DATE | TYPE | PAYEE NAME | DESCRIPTION | AMOUNT |
|---------|-----------|------|---------------|--------------------------------|----------|
| 544672 | 2/25/2021 | P | REFUND VENDOR | REFUND/DACE SVENKE SWIM TEAM | 60.00 |
| 544673 | 2/25/2021 | P | REFUND VENDOR | REFUND DAVID LUST SWIM TEAM | 60.00 |
| 544674 | 2/25/2021 | P | REFUND VENDOR | REFUND/SWIM TEAM | 60.00 |
| 544675 | 2/25/2021 | P | REFUND VENDOR | UB OVERPAYMENT (ACCT 59-079801 | 147.53 |
| 544676 | 2/25/2021 | P | REFUND VENDOR | REFUND JENNIFER FRIEDLANDER SW | 60.00 |
| 544677 | 2/25/2021 | P | REFUND VENDOR | REFUND JEREMIAH MANN SWIM TEAM | 120.00 |
| 544678 | 2/25/2021 | P | REFUND VENDOR | REFUND JOHN NGUYEN SWIM TEAM | 60.00 |
| 544679 | 2/25/2021 | P | REFUND VENDOR | REFUND JOSEPH PRIESTER SWIM TE | 60.00 |
| 544680 | 2/25/2021 | P | REFUND VENDOR | REFUND/SWIM TEAM/ JULIE HANSEN | 60.00 |
| 544681 | 2/25/2021 | P | REFUND VENDOR | REFUND/JULIE MCMAHON | 60.00 |
| 544682 | 2/25/2021 | P | REFUND VENDOR | REFUND JUSTIN REESE SWIM TEAM | 60.00 |
| 544683 | 2/25/2021 | P | REFUND VENDOR | REFUND KIRAN PREMA AQUATICS WI | 5.00 |
| 544684 | 2/25/2021 | P | REFUND VENDOR | UB OVERPAYMENT (98-0269031-08) | 1,800.00 |
| 544685 | 2/25/2021 | P | REFUND VENDOR | ALARM SCHOOL REFUND | 290.00 |
| 544686 | 2/25/2021 | P | REFUND VENDOR | ALARM SCHOOL REFUND | 290.00 |
| 544687 | 2/25/2021 | P | REFUND VENDOR | UB OVERPAYMENT (ACCT 75-017402 | 221.97 |
| 544688 | 2/25/2021 | P | REFUND VENDOR | REFUND MITI PATEL SWIM TEAM | 180.00 |
| 544689 | 2/25/2021 | P | REFUND VENDOR | REFUND/NANCY HORNWOOD/SWIM TEA | 60.00 |
| 544690 | 2/25/2021 | P | REFUND VENDOR | REFUND/NOREEN COORY/SWIM TEAM | 60.00 |
| 544691 | 2/25/2021 | P | REFUND VENDOR | REFUND/REBECCA SCHAEFER/SWIM T | 60.00 |
| 544692 | 2/25/2021 | P | REFUND VENDOR | REFUND/REBECCA SCHAEFER#2/SWIM | 60.00 |
| 544693 | 2/25/2021 | P | REFUND VENDOR | UB OVERPAYMENT & STREETSWEEPIN | 213.15 |
| 544694 | 2/25/2021 | P | REFUND VENDOR | REFUND SHAN FRIEDRICH | 60.00 |
| 544695 | 2/25/2021 | P | REFUND VENDOR | REFUND/SWIM TEAM | 60.00 |

CITY OF MANHATTAN BEACH

WARRANT REGISTER



WARRANT #: AP022521

| CHECK # | DATE | TYPE | PAYEE NAME | DESCRIPTION | AMOUNT |
|------------------------------------|-----------|------|--------------------------------------|--------------------------------|---------------------|
| 544696 | 2/25/2021 | P | REFUND VENDOR | REFUND TODD BYNON SWIM TEAM | 60.00 |
| 544697 | 2/25/2021 | P | REFUND VENDOR | REFUND TRACY LOMBARDI SWIM TEA | 60.00 |
| 544698 | 2/25/2021 | P | REFUND VENDOR | ALARM SCHOOL REFUND | 290.00 |
| 544699 | 2/25/2021 | P | REGENTS UNIVERSITY OF CALIFORNIA LOS | SARS EXAM (DR 21-0006) | 1,029.00 |
| 544700 | 2/25/2021 | P | ROSEMARY A LACKOW | MINUTES SECRETARY - AMENDMENT | 480.00 |
| 544701 | 2/25/2021 | P | ROUTEMATCH SOFTWARE INC | MONTHLY HOSTING FEES JAN2021 | 480.98 |
| 544702 | 2/25/2021 | P | SHIELA LACIVITA | BUSINESS LOAN | 10,000.00 |
| 544703 | 2/25/2021 | P | SOUTHERN CALIFORNIA EDISON | MONTHLY ELECTRIC CHARGES | 29,540.84 |
| 544704 | 2/25/2021 | P | SULLY MILLER CONTRACTING CO | ASPHALT/EMULSION | 880.78 |
| 544705 | 2/25/2021 | P | SUPERIOR COURT OF CA-CO OF LA | CITATION SURCHARGE-JAN 2021 | 13,415.00 |
| 544706 | 2/25/2021 | P | TASKIN T YAPRAK | BUSINESS LOAN | 10,000.00 |
| 544707 | 2/25/2021 | P | THE CODE GROUP INC | CONTRACT SERVICES | 7,913.27 |
| 544708 | 2/25/2021 | P | THE U S CONFERENCE OF MAYORS | ANNUAL MEMBERSHIP | 3,489.00 |
| 544709 | 2/25/2021 | P | TIME WARNER CABLE INC | CABLE SERVICE (MS) | 198.61 |
| 544710 | 2/25/2021 | P | TRAFFIC MANAGEMENT INC | MOBILE MESSAGE BOARDS FOR PAND | 1,380.00 |
| 544711 | 2/25/2021 | P | TURBO DATA SYSTEMS INC | PARKING CITATION PROCESSING CO | 2,938.97 |
| 544712 | 2/25/2021 | P | TYLER TECHNOLOGIES INC | MUNIS ENTERPRISE RESOURCE PLAN | 29,140.00 |
| 544713 | 2/25/2021 | P | US BANK | UAD19-4 DEBT SERVICE DUE 3/2/2 | 173,054.92 |
| 544714 | 2/25/2021 | P | US BANK | UAD2018 REFUNDING DEBT SERVICE | 35,050.94 |
| 544715 | 2/25/2021 | P | WALTERS WHOLESALE ELECTRIC CO | ELECTRICAL SUPPLIES | 2,517.73 |
| 544716 | 2/25/2021 | P | WEST COAST ARBORISTS INC | NMBID TREE GRATE PROJECT | 3,108.00 |
| SUB-TOTAL WARRANT AP022521: | | | | | 475,905.60 |
| TOTAL WARRANT(S): | | | | | 1,170,103.05 |

CITY OF MANHATTAN BEACH

DISBURSEMENT BY FUND
DATED 02/25/2021



| Fund | Fund Description | Amount |
|---------------------|--------------------------------|---------------------|
| 100 | General Fund | 679,849.83 |
| 201 | Street Lighting & Landscape Fu | 8,354.96 |
| 230 | Prop. A Fund | 2,834.63 |
| 501 | Water Fund | 2,852.06 |
| 502 | Stormwater Fund | 257.46 |
| 503 | Wastewater Fund | 91.69 |
| 520 | Parking Fund | 9,805.75 |
| 521 | County Parking Lots Fund | 218.84 |
| 522 | State Pier and Parking Lot Fun | 2,696.89 |
| 601 | Insurance Reserve Fund | 219,566.63 |
| 605 | Information Technology Fund | 19,064.25 |
| 610 | Fleet Management Fund | 3,413.56 |
| 615 | Building Maintenance & Operati | 12,990.64 |
| 710 | Special Assessment Redemption | 35,050.94 |
| 711 | Special Assessment UAD 12 & 14 | 112,426.66 |
| 712 | Special Assessment UAD 19-4 | 60,628.26 |
| GRAND TOTAL: | | 1,170,103.05 |

CITY OF MANHATTAN BEACH

VOIDED CHECK LISTING



| CHECK # | DATE | VENDOR NAME | VOID AMOUNT |
|---------------------------|------------|------------------------|-----------------|
| 542757 | 02/17/2021 | EMPLOYEE REFUND VENDOR | 121.49 |
| 544408 | 02/04/2021 | EMPLOYEE REFUND VENDOR | 151.02 |
| 544498 | 02/11/2021 | SANTIAGO A CORNEJO | 5,700.00 |
| 544500 | 02/17/2021 | STACEY WEXLER | 325.00 |
| GRAND TOTAL VOIDS: | | | 6,297.51 |

CITY OF MANHATTAN BEACH PAYROLL
PAY PERIOD: 01/16/21 TO 01/29/21
PAY DATE: 02/05/21

NET PAY 954,424.72

1/16/2021

1/29/2021

CITY OF MANHATTAN BEACH PAYROLL REPORT

PAYROLL PERIOD ENDING DATE

1/29/2021

| FUND | DESCRIPTION | AMOUNT |
|------|--|--------------|
| 100 | General Fund | 1,250,091.72 |
| 210 | Asset Forfeiture Fund | 2,166.10 |
| 230 | Prop. A Fund | 13,828.41 |
| 501 | Water Fund | 30,283.41 |
| 502 | Stormwater Fund | 3,600.05 |
| 503 | Wastewater Fund | 12,405.53 |
| 520 | Parking Fund | 4,032.20 |
| 521 | County Parking Lots Fund | 1,039.03 |
| 522 | State Pier and Parking Lot Fund | 1,039.01 |
| 601 | Insurance Reserve Fund | 14,070.84 |
| 605 | Information Technology Fund | 48,614.47 |
| 610 | Fleet Management Fund | 12,458.56 |
| 615 | Building Maintenance & Operations Fund | 17,569.31 |
| 801 | Pension Trust Fund | 7,249.91 |
| | | 1,418,448.55 |
| | | 464,023.83 |
| | | 954,424.72 |
| | Gross Pay | |
| | Deductions | |
| | Net Pay | |

CITY OF MANHATTAN BEACH PAYROLL
PAY PERIOD: 01/30/21 TO 02/12/21
PAY DATE: 02/19/21

NET PAY 834,816.01

1/30/2021

2/12/2021

CITY OF MANHATTAN BEACH PAYROLL REPORT

PAYROLL PERIOD ENDING DATE

2/12/2021

| FUND | DESCRIPTION | AMOUNT |
|------|--|--------------|
| 100 | General Fund | 1,103,897.75 |
| 210 | Asset Forfeiture Fund | 4,332.19 |
| 230 | Prop. A Fund | 14,414.90 |
| 501 | Water Fund | 31,859.33 |
| 502 | Stormwater Fund | 2,667.01 |
| 503 | Wastewater Fund | 12,485.98 |
| 520 | Parking Fund | 3,937.63 |
| 521 | County Parking Lots Fund | 1,039.00 |
| 522 | State Pier and Parking Lot Fund | 1,039.03 |
| 601 | Insurance Reserve Fund | 13,147.06 |
| 605 | Information Technology Fund | 48,182.68 |
| 610 | Fleet Management Fund | 12,246.74 |
| 615 | Building Maintenance & Operations Fund | 17,071.91 |
| 801 | Pension Trust Fund | 7,249.91 |
| | | 1,273,571.12 |
| | | 438,755.11 |
| | | 834,816.01 |
| | Gross Pay | |
| | Deductions | |
| | Net Pay | |



City of Manhattan Beach

Investment Portfolio January 2021

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, Finance Director

CITY OF MANHATTAN BEACH
Portfolio Management
Portfolio Summary
January 1, 2021 through January 31, 2021

| Investments | Par Value | Market Value | Book Value | % of Portfolio | Term | Days to Maturity | YTM 360 Equiv. | YTM 365 Equiv. |
|---|-----------------------|-----------------------|-----------------------|-----------------------|-------------|-------------------------|-----------------------|-----------------------|
| LAIF | 65,000,000.00 | 65,000,000.00 | 65,000,000.00 | 53.76 | 1 | 1 | 0.452 | 0.458 |
| Medium Term Notes | 16,000,000.00 | 16,620,064.00 | 15,940,900.35 | 13.18 | 1,511 | 795 | 2.377 | 2.410 |
| Federal Agency Issues - Coupon | 27,000,000.00 | 28,142,120.00 | 27,057,796.22 | 22.38 | 1,636 | 799 | 2.133 | 2.163 |
| Treasury Securities - Coupon | 13,000,000.00 | 13,461,310.00 | 12,908,231.24 | 10.68 | 1,484 | 776 | 2.247 | 2.278 |
| Investments | 121,000,000.00 | 123,223,494.00 | 120,906,927.81 | 100.00% | 724 | 367 | 1.273 | 1.291 |
| Cash | | | | | | | | |
| Passbook/Checking (not included in yield calculations) | 6,262,331.17 | 6,262,331.17 | 6,262,331.17 | | 1 | 1 | 0.000 | 0.000 |
| Total Cash and Investments | 127,262,331.17 | 129,485,825.17 | 127,169,258.98 | | 724 | 367 | 1.273 | 1.291 |

| Total Earnings | January 31 Month Ending | Fiscal Year To Date |
|-----------------------|--------------------------------|----------------------------|
| Current Year | 128,457.97 | 1,071,989.36 |


 STEVE S. CHARELIAN, FINANCE DIRECTOR

3/3/2021

Reporting period 01/01/2021-01/31/2021

Run Date: 03/03/2021 - 10:54

City Council Meeting
 March 16, 2021

Portfolio CITY
 CP
 PM (PRF_PM1) 7.3.0
 Report Ver. 7.3.5

CITY OF MANHATTAN BEACH
Portfolio Management
Portfolio Details - Investments
January 31, 2021

| 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 | 07/01/2018 | 65,000,000.00 | 65,000,000.00 | 65,000,000.00 | 0.458 | | 0.458 | 1 | |
| Subtotal and Average | | | | 65,000,000.00 | 65,000,000.00 | 65,000,000.00 | | | 0.458 | 1 | |
| Medium Term Notes | | | | | | | | | | | |
| 037833DC1 | MTN0096 | APPLE INC | 04/23/2018 | 1,000,000.00 | 1,029,030.00 | 984,830.24 | 2.100 | AA+ | 3.060 | 588 | 09/12/2022 |
| 037833AK6 | MTN0098 | APPLE INC | 05/22/2018 | 1,000,000.00 | 1,047,330.00 | 981,116.04 | 2.400 | AA+ | 3.298 | 821 | 05/03/2023 |
| 06406FAD5 | MTN0106 | BANK OF NY MELLO | 09/09/2019 | 1,000,000.00 | 1,044,210.00 | 1,009,011.00 | 2.200 | A | 1.951 | 926 | 08/16/2023 |
| 06406RAL1 | MTN0109 | BANK OF NY MELLO | 02/10/2020 | 1,000,000.00 | 1,059,820.00 | 1,011,205.00 | 2.100 | A | 1.850 | 1,361 | 10/24/2024 |
| 084670BC1 | MTN0094 | BERKSHIRE HATHWY | 11/03/2017 | 1,000,000.00 | 1,018,940.00 | 1,010,167.96 | 3.750 | AA | 2.148 | 195 | 08/15/2021 |
| 22160KAK1 | MTN0102 | COSTCO COMPANIES | 05/13/2019 | 1,000,000.00 | 1,024,360.00 | 994,226.00 | 2.300 | A+ | 2.500 | 471 | 05/18/2022 |
| 254687FK7 | MTN0107 | Walt Disney | 12/12/2019 | 2,000,000.00 | 2,085,754.00 | 1,983,976.54 | 1.750 | A- | 1.977 | 1,306 | 08/30/2024 |
| 191216CL2 | MTN0108 | COCA-COLA CO | 12/12/2019 | 1,000,000.00 | 1,049,240.00 | 993,679.00 | 1.750 | A+ | 1.890 | 1,313 | 09/06/2024 |
| 594918BQ6 | MTN0104 | MICROSOFT CORP | 07/01/2019 | 1,000,000.00 | 1,040,170.00 | 999,000.00 | 2.000 | AAA | 2.025 | 918 | 08/08/2023 |
| 68389XAP0 | MTN0103 | ORACLE CORP | 05/13/2019 | 1,000,000.00 | 1,038,020.00 | 995,436.00 | 2.500 | A | 2.640 | 621 | 10/15/2022 |
| 742718EN5 | MTN0090 | Procter & Gamble | 03/15/2017 | 1,000,000.00 | 1,000,000.00 | 990,350.00 | 1.850 | AA- | 2.110 | 1 | 02/02/2021 |
| 89236TFN0 | MTN0099 | TOYOTA MOTOR CREDIT | 09/21/2018 | 1,000,000.00 | 1,080,110.00 | 999,500.00 | 3.450 | A+ | 3.461 | 961 | 09/20/2023 |
| 89236TDK8 | MTN0101 | TOYOTA MOTOR CREDIT | 03/26/2019 | 1,000,000.00 | 1,048,590.00 | 989,508.71 | 2.250 | A+ | 2.634 | 989 | 10/18/2023 |
| 911312BC9 | MTN0100 | United Parcel Service | 10/04/2018 | 1,000,000.00 | 1,024,840.00 | 988,380.95 | 2.350 | A- | 3.193 | 469 | 05/16/2022 |
| 90331HPC1 | MTN0105 | US BANK NA OHIO | 09/09/2019 | 1,000,000.00 | 1,029,650.00 | 1,010,512.91 | 2.650 | AA- | 1.883 | 476 | 05/23/2022 |
| Subtotal and Average | | | | 16,000,000.00 | 16,620,064.00 | 15,940,900.35 | | | 2.410 | 795 | |
| Federal Agency Issues - Coupon | | | | | | | | | | | |
| 3133EHCT8 | FAC0259 | FED FARM CR BK | 05/22/2017 | 1,000,000.00 | 1,022,660.00 | 1,003,160.23 | 2.150 | AA+ | 1.894 | 407 | 03/15/2022 |
| 3133EJDE6 | FAC0271 | FED FARM CR BK | 02/16/2018 | 2,000,000.00 | 2,098,500.00 | 1,995,250.80 | 2.570 | AA+ | 2.708 | 745 | 02/16/2023 |
| 3133EJSD2 | FAC0276 | FED FARM CR BK | 10/02/2018 | 2,000,000.00 | 2,129,040.00 | 1,990,360.00 | 2.890 | AA+ | 3.000 | 868 | 06/19/2023 |
| 3133EJK57 | FAC0278 | FED FARM CR BK | 12/12/2018 | 2,000,000.00 | 2,143,180.00 | 2,013,390.49 | 3.080 | AA+ | 2.840 | 903 | 07/24/2023 |
| 3130A3KM5 | FAC0268 | Federal Home Loan Bank | 01/10/2018 | 2,000,000.00 | 2,089,500.00 | 2,005,829.09 | 2.500 | AA+ | 2.357 | 676 | 12/09/2022 |
| 3130A2UW4 | FAC0285 | Federal Home Loan Bank | 12/11/2019 | 2,000,000.00 | 2,187,300.00 | 2,082,448.35 | 2.875 | | 1.771 | 1,320 | 09/13/2024 |
| 3130AGWK7 | FAC0289 | Federal Home Loan Bank | 02/07/2020 | 1,000,000.00 | 1,044,330.00 | 1,001,306.00 | 1.500 | | 1.470 | 1,291 | 08/15/2024 |
| 3134G9M79 | FAC0258 | Federal Home Loan Mortgage | 03/13/2017 | 2,000,000.00 | 2,017,300.00 | 1,997,873.21 | 1.875 | AA+ | 2.076 | 175 | 07/26/2021 |
| 3137EAEC9 | FAC0269 | Federal Home Loan Mortgage | 01/25/2018 | 2,000,000.00 | 2,011,000.00 | 1,986,504.08 | 1.125 | AA+ | 2.154 | 192 | 08/12/2021 |
| 3135G0J20 | FAC0256 | Fannie Mae | 12/28/2016 | 1,000,000.00 | 1,000,890.00 | 999,144.61 | 1.375 | AA+ | 1.917 | 25 | 02/26/2021 |
| 3135G0T45 | FAC0261 | Fannie Mae | 05/22/2017 | 1,000,000.00 | 1,020,950.00 | 1,001,150.00 | 1.875 | AA+ | 1.850 | 428 | 04/05/2022 |
| 3135G0W66 | FAC0286 | Fannie Mae | 12/11/2019 | 2,000,000.00 | 2,098,460.00 | 1,993,020.00 | 1.625 | | 1.700 | 1,352 | 10/15/2024 |
| 3135G0W66 | FAC0287 | Fannie Mae | 02/07/2020 | 2,000,000.00 | 2,098,460.00 | 2,011,260.00 | 1.625 | | 1.500 | 1,352 | 10/15/2024 |
| 3135G0V75 | FAC0288 | Fannie Mae | 02/07/2020 | 2,000,000.00 | 2,102,220.00 | 2,017,572.46 | 1.750 | | 1.526 | 1,247 | 07/02/2024 |

CITY OF MANHATTAN BEACH
Portfolio Management
Portfolio Details - Investments
January 31, 2021

| 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 | | | | | | | | | | | |
| 880591EN8 | FAC0277 | Tennessee Valley Authority | 12/12/2018 | 2,000,000.00 | 2,052,220.00 | 1,970,108.85 | 1.875 | AA+ | 2.793 | 560 | 08/15/2022 |
| 880591EN8 | FAC0279 | Tennessee Valley Authority | 02/14/2019 | 1,000,000.00 | 1,026,110.00 | 989,418.05 | 1.875 | AA+ | 2.493 | 560 | 08/15/2022 |
| Subtotal and Average | | | | 27,000,000.00 | 28,142,120.00 | 27,057,796.22 | | | 2.163 | 799 | |
| Treasury Securities - Coupon | | | | | | | | | | | |
| 912828D72 | UST0023 | US TREASURY | 02/16/2018 | 1,000,000.00 | 1,010,860.00 | 996,957.97 | 2.000 | | 2.439 | 211 | 08/31/2021 |
| 912828F21 | UST0024 | US TREASURY | 02/16/2018 | 1,000,000.00 | 1,013,360.00 | 997,362.70 | 2.125 | | 2.478 | 241 | 09/30/2021 |
| 912828XQ8 | UST0027 | US TREASURY | 12/12/2018 | 2,000,000.00 | 2,056,260.00 | 1,978,227.66 | 2.000 | | 2.681 | 545 | 07/31/2022 |
| 912828XQ8 | UST0028 | US TREASURY | 02/14/2019 | 1,000,000.00 | 1,028,130.00 | 992,464.75 | 2.000 | | 2.510 | 545 | 07/31/2022 |
| 912828S92 | UST0029 | US TREASURY | 02/14/2019 | 1,000,000.00 | 1,027,270.00 | 969,165.17 | 1.250 | | 2.525 | 910 | 07/31/2023 |
| 9128282D1 | UST0030 | US TREASURY | 02/14/2019 | 1,000,000.00 | 1,031,410.00 | 971,365.32 | 1.375 | | 2.432 | 941 | 08/31/2023 |
| 912828L57 | UST0031 | US TREASURY | 03/25/2019 | 1,000,000.00 | 1,027,070.00 | 991,673.66 | 1.750 | | 2.201 | 606 | 09/30/2022 |
| 9128283C2 | UST0032 | US TREASURY | 03/25/2019 | 1,000,000.00 | 1,032,660.00 | 991,406.25 | 2.000 | | 2.250 | 637 | 10/31/2022 |
| 912828W48 | UST0033 | US TREASURY | 05/13/2019 | 1,000,000.00 | 1,058,980.00 | 995,039.06 | 2.125 | | 2.234 | 1,123 | 02/29/2024 |
| 912828W71 | UST0034 | US TREASURY | 05/13/2019 | 1,000,000.00 | 1,060,230.00 | 994,687.50 | 2.125 | | 2.240 | 1,154 | 03/31/2024 |
| 9128282U3 | UST0035 | US TREASURY | 02/07/2020 | 2,000,000.00 | 2,115,080.00 | 2,029,881.20 | 1.875 | | 1.493 | 1,307 | 08/31/2024 |
| Subtotal and Average | | | | 13,000,000.00 | 13,461,310.00 | 12,908,231.24 | | | 2.278 | 776 | |
| Total and Average | | | | 121,000,000.00 | 123,223,494.00 | 120,906,927.81 | | | 1.291 | 367 | |

CITY OF MANHATTAN BEACH
Portfolio Management
Portfolio Details - Cash
January 31, 2021

| CUSIP | Investment # | Issuer | Purchase Date | Par Value | Market Value | Book Value | Stated Rate | S&P | YTM | Days to 365 Maturity |
|-----------------------------------|--------------|------------|---------------|-----------------------|-----------------------|-----------------------|-------------|-----|--------------|----------------------|
| Money Market Fund | | | | | | | | | | |
| SYS39903-39902 | 39901 | UNION BANK | 07/01/2018 | 6,262,331.17 | 6,262,331.17 | 6,262,331.17 | | | 0.000 | 1 |
| Subtotal and Average | | | | | | | | | | 1 |
| Total Cash and Investments | | | | 127,262,331.17 | 129,485,825.17 | 127,169,258.98 | | | 1.291 | 367 |



City of Manhattan Beach Investment Portfolio Summary *As of January 31, 2021*

| PORTFOLIO PROFILE | Jan 31, 2021 | Dec 31, 2020 | Nov 30, 2020 | Oct 31, 2020 | Sep 30, 2020 |
|--|---------------|---------------|---------------|---------------|---------------|
| Total Book Value (Excluding Trust Funds) | \$120,906,928 | \$121,106,928 | \$116,069,050 | \$119,060,203 | \$120,548,923 |
| Increase/(Decrease) from Prior Period | (200,000) | 5,037,878 | (2,991,153) | (1,488,720) | (2,991,666) |
| Percentage Change | (0.2%) | 4.3% | (2.5%) | (1.2%) | (2.4%) |
| Average Yield to Maturity (365 Days) | 1.291% | 1.334% | 1.386% | 1.433% | 1.475% |
| Increase/(Decrease) from Prior Period | (0.043%) | (0.052%) | (0.046%) | (0.042%) | (0.074%) |

PORTFOLIO ALLOCATIONS

| By Security | Value (Par) | Percent | Par YTM | Time Horizon | Percent |
|-------------------|----------------------|---------------|---------------|----------------|---------------|
| LAIF* | \$65,000,000 | 53.72% | 0.458% | Next 12 months | 61% |
| Medium Term Notes | 16,000,000 | 13.2% | 2.410% | Months 13-24 | 14% |
| Federal Agencies | 27,000,000 | 22.3% | 2.163% | Months 25-36 | 11% |
| U.S. Treasuries | 13,000,000 | 10.7% | 2.278% | Months 37-48 | 14% |
| Total | \$121,000,000 | 100.0% | 1.292% | Months 49-60 | 0% |
| | | | | Total | 100.0% |

*LAIF YTM as of January 31, 2021

RECENT ACTIVITY

| Security | Date of Activity | Maturity Date | Purchase (Par) | Maturing/Call | YTM |
|-----------------------------|------------------|---------------|--------------------|--------------------|---------------|
| FNMA - 1.625% Coupon | 2/7/2020 | 10/15/2024 | 2,000,000 | | 1.500% |
| FNMA - 1.75% Coupon | 2/7/2020 | 7/2/2024 | 1,000,000 | | 1.490% |
| FHLB - 1.5% Coupon | 2/7/2020 | 8/15/2024 | 2,000,000 | | 1.470% |
| T - 1.875% Coupon | 2/7/2020 | 8/31/2024 | 2,000,000 | | 1.452% |
| MTN - 2.1% Coupon | 2/10/2020 | 10/24/2024 | 1,000,000 | | 1.850% |
| Total Purchases | | | \$8,000,000 | | 1.523% |
| Called: MTN - 1.55% Coupon | 10/5/2020 | 9/1/2021 | | 1,000,000 | 1.610% |
| Called: MTN - 1.375% Coupon | 10/9/2020 | 7/28/2021 | | 500,000 | 1.550% |
| Matured: FNMA - 1.5% Coupon | 10/30/2020 | 10/30/2020 | | 1,000,000 | 1.600% |
| Matured: MTN - 1.95% Coupon | 11/10/2020 | 11/10/2020 | | 2,000,000 | 2.167% |
| Called: MTN - 1.95% Coupon | 11/30/2020 | 6/3/2021 | | 1,000,000 | 2.709% |
| Total Maturing/Calls | | | | \$5,500,000 | 2.005% |



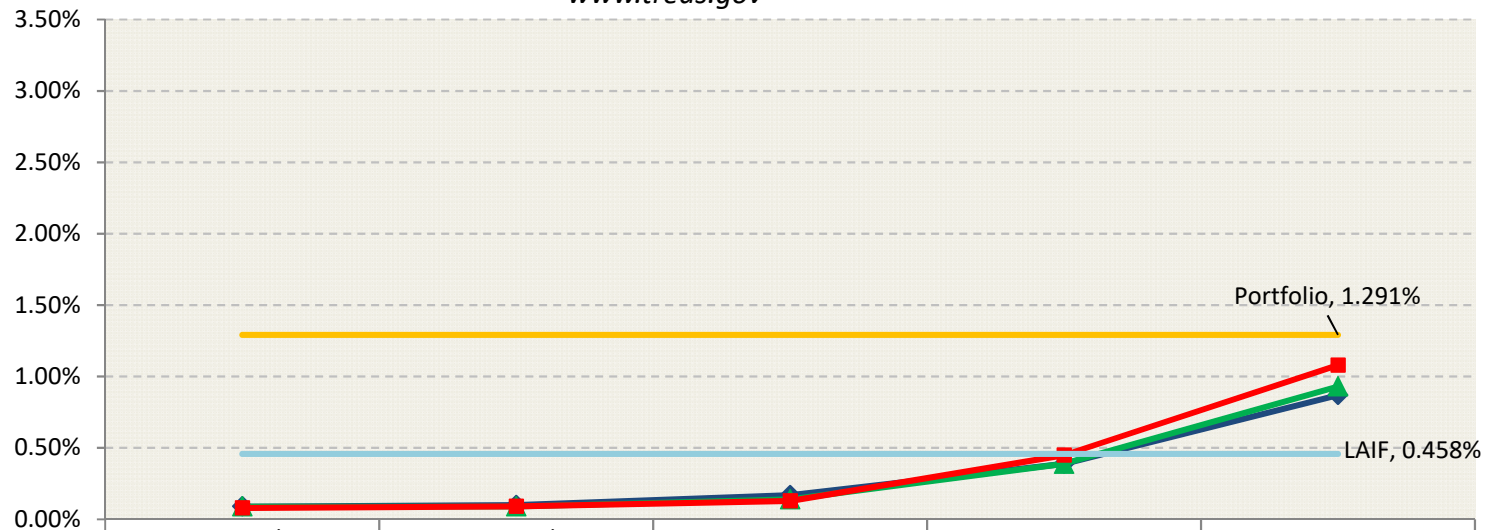
City of Manhattan Beach Investment Portfolio Summary *As of January 31, 2021*

| FUNDS HELD IN TRUST | Value |
|---|--------------------|
| Police/Fire Refunding Bonds | \$2 |
| Marine Avenue Refunding Bonds | 0 |
| Metlox & Water/Wastewater Refunding Bonds | 1 |
| UUAD Assessment Refunding Bonds | 529,531 |
| UUAD Assessment District 12 & 14 | 403,798 |
| UUAD Assessment District 4 | 203,706 |
| PARS Investment Trust | 1,751,198 |
| Total Funds Held in Trust | \$2,888,237 |

As of January 31, 2021

US Treasuries Yield Curve

www.treas.gov



| | 3-Month | 6-Month | 2-Year | 5-Year | 10-Year |
|-----------------|---------|---------|--------|--------|---------|
| ◆ November 2020 | 0.09% | 0.10% | 0.17% | 0.39% | 0.87% |
| ▲ December 2020 | 0.09% | 0.09% | 0.14% | 0.39% | 0.93% |
| ■ January 2021 | 0.08% | 0.09% | 0.13% | 0.45% | 1.08% |

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

CITY OF MANHATTAN BEACH
Portfolio Maturity Structure
February 2021 through January 2026

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 | | | | | | |
|---|---------|------|-------|--------|---------------|--------|----------|-------|------|----------|----------------|---------|----------|-------|---------|---------|----------------|----------|----------|--------|--------|---------|----------------|--------|--|--|--|--|---------------|
| Feb 21 | 2/2/21 | 2.1% | MTN | MW: 10 | \$1.0M | Feb 22 | | | | | | Feb 23 | 2/16/23 | 2.71% | FFCB | nc | \$2.0M | Feb 24 | 2/29/24 | 2.23% | T | nc | \$1.0M | Feb 25 | | | | | |
| | 2/26/21 | 1.9% | FNMA | nc | \$1.0M | | | | | | | | | | | | | | | | | | | | | | | | |
| Mar 21 | | | | | | Mar 22 | 3/15/22 | 1.89% | FFCB | nc | \$1.0M | Mar 23 | | | | | | Mar 24 | 3/31/24 | 2.24% | T | nc | \$1.0M | Mar 25 | | | | | |
| Apr 21 | | | | | | Apr 22 | 4/5/22 | 1.85% | FNMA | nc | \$1.0M | Apr 23 | | | | | | Apr 24 | | | | | | Apr 25 | | | | | |
| May 21 | | | | | | May 22 | 5/16/22 | 3.19% | MTN | MW: 10 | \$1.0M | May 23 | 5/3/23 | 3.30% | MTN | MW: 15 | \$1.0M | May 24 | | | | | | May 25 | | | | | |
| | | | | | | | 5/18/22 | 2.50% | MTN | MW: 10 | \$1.0M | | | | | | | | | | | | | | | | | | |
| | | | | | | | 5/23/22 | 1.88% | MTN | 4/22/22 | \$1.0M | | | | | | | | | | | | | | | | | | |
| Jun 21 | | | | | | Jun 22 | | | | | | Jun 23 | 6/19/23 | 3.00% | FFCB | nc | \$2.0M | Jun 24 | | | | | | Jun 25 | | | | | |
| Jul 21 | 7/26/21 | 2.1% | FHLMC | nc | \$2.0M | Jul 22 | 7/31/22 | 2.68% | T | nc | \$2.0M | Jul 23 | 7/24/23 | 2.84% | FFCB | nc | \$2.0M | Jul 24 | 7/2/24 | 1.53% | FNMA | nc | \$2.0M | Jul 25 | | | | | |
| | | | | | | | 7/31/22 | 2.51% | T | nc | \$1.0M | | 7/31/23 | 2.53% | T | nc | \$1.0M | | | | | | | | | | | | |
| Aug 21 | 8/15/21 | 2.1% | MTN | nc | \$1.0M | Aug 22 | 8/15/22 | 2.79% | TVA | nc | \$2.0M | Aug 23 | 8/31/23 | 2.43% | T | nc | \$1.0M | Aug 24 | 8/15/24 | 1.47% | FHLB | nc | \$1.0M | Aug 25 | | | | | |
| | 8/12/21 | 2.2% | FHLMC | nc | \$2.0M | | 8/15/22 | 2.49% | TVA | nc | \$1.0M | | 8/8/23 | 2.03% | MTN | MW:12.5 | \$1.0M | | 8/30/24 | 1.98% | MTN | 7/30/24 | \$2.0M | | | | | | |
| | 8/31/21 | 2.4% | T | nc | \$1.0M | | | | | | | 8/16/23 | 1.95% | MTN | 6/16/23 | \$1.0M | | 8/31/24 | 1.49% | T | nc | \$2.0M | | | | | | | |
| Sep 21 | | | | | | Sep 22 | 9/12/22 | 3.06% | MTN | MW: 7.5 | \$1.0M | Sep 23 | 9/20/23 | 3.46% | MTN | nc | \$1.0M | Sep 24 | 9/6/24 | 1.89% | MTN | 9/6/24 | \$1.0M | Sep 25 | | | | | |
| | 9/30/21 | 2.5% | T | nc | \$1.0M | | 9/30/22 | 2.20% | T | nc | \$1.0M | | | | | | | 9/13/24 | 1.77% | FHLB | nc | \$2.0M | | | | | | | |
| Oct 21 | | | | | | Oct 22 | 10/31/22 | 2.25% | T | nc | \$1.0M | Oct 23 | 10/18/23 | 2.63% | MTN | nc | \$1.0M | Oct 24 | 10/15/24 | 1.70% | FNMA | nc | \$2.0M | Oct 25 | | | | | |
| | | | | | | | 10/15/22 | 2.64% | MTN | MW: 12.5 | \$1.0M | | | | | | | 10/15/24 | 1.50% | FNMA | nc | \$2.0M | | | | | | | |
| | | | | | | | | | | | | | | | | | 10/24/24 | 1.85% | MTN | 9/6/24 | \$1.0M | | | | | | | | |
| Nov 21 | | | | | | Nov 22 | | | | | | Nov 23 | | | | | | Nov 24 | | | | | | Nov 25 | | | | | |
| Dec 21 | | | | | | Dec 22 | 12/9/22 | 2.36% | FHLB | nc | \$2.0M | Dec 23 | | | | | | Dec 24 | | | | | | Dec 25 | | | | | |
| Jan 22 | | | | | | Jan 23 | | | | | | Jan 24 | | | | | | Jan 25 | | | | | | Jan 26 | | | | | |
| Total By Year (excl LAIF) | | | | | \$9.0m | | | | | | \$17.0m | | | | | | \$13.0m | | | | | | \$17.0m | | | | | | \$0.0m |
| % of Total Securities (excl LAIF) | | | | | 16% | | | | | | 30% | | | | | | 23% | | | | | | 30% | | | | | | 0% |
| % of Total Investments (incl LAIF) | | | | | 61% | | | | | | 14% | | | | | | 11% | | | | | | 14% | | | | | | 0% |

| | | |
|--------------------------|-------------|-----------------|
| Total Securities | 46% | \$56.0M |
| LAIF | 54% | \$65.0M |
| Total Investments | 100% | \$121.0M |

Shaded rows indicate months with significant cash inflows.

City of Manhattan Beach
Investment Policy Compliance Chart
As of January 31, 2021

| Instrument | | % of Total | Dollar Compliance | | Percentage Compliance | | Term Compliance | |
|--|----------------------|---------------|-------------------|------------|-----------------------|------------|-----------------|------------|
| | | | Limit | Compliant? | Limit | Compliant? | Limit | Compliant? |
| Local Agency Investment Fund (LAIF) | \$65,000,000 | 53.7% | \$65,000,000 | Yes | Temporary Suspension | | | |
| Treasury Securities | | | | | | | | |
| US Treasury | \$13,000,000 | 10.7% | | | | | 5 Years | Yes |
| Total U.S. Treasuries (11) | \$13,000,000 | 10.7% | | | | | | |
| Medium Term (Corporate) Notes | | | | | | | | |
| Costco | 1,000,000 | 0.8% | | | 5.0% | Yes | 5 Years | Yes |
| <i>Total Consumer Staples Sector</i> | <i>\$1,000,000</i> | <i>0.8%</i> | | | <i>10.0%</i> | <i>Yes</i> | | |
| Coca-Cola | 1,000,000 | 0.8% | | | 5.0% | Yes | 5 Years | Yes |
| Proctor & Gamble | 1,000,000 | 0.8% | | | 5.0% | Yes | 5 Years | Yes |
| <i>Total Consumer Goods Sector</i> | <i>\$2,000,000</i> | <i>1.7%</i> | | | <i>10.0%</i> | <i>Yes</i> | | |
| Berkshire Hathaway | 1,000,000 | 0.8% | | | 5.0% | Yes | 5 Years | Yes |
| Toyota Motor Credit | 2,000,000 | 1.7% | | | 5.0% | Yes | 5 Years | Yes |
| US Bank | 1,000,000 | 0.8% | | | 5.0% | Yes | 5 Years | Yes |
| Bank of NY | 2,000,000 | 1.7% | | | 5.0% | Yes | 5 Years | Yes |
| <i>Total Financial Sector</i> | <i>\$6,000,000</i> | <i>5.0%</i> | | | <i>10.0%</i> | <i>Yes</i> | | |
| United Parcel Service | 1,000,000 | 0.8% | | | 5.0% | Yes | 5 Years | Yes |
| <i>Total Industrials Sector</i> | <i>\$1,000,000</i> | <i>0.8%</i> | | | <i>10.0%</i> | <i>Yes</i> | | |
| Apple Inc | 2,000,000 | 1.7% | | | 5.0% | Yes | 5 Years | Yes |
| Microsoft Corp | 1,000,000 | 0.8% | | | 5.0% | Yes | 5 Years | Yes |
| Oracle Corp | 1,000,000 | 0.8% | | | 5.0% | Yes | 5 Years | Yes |
| <i>Total Technology Sector</i> | <i>\$4,000,000</i> | <i>3.3%</i> | | | <i>10.0%</i> | <i>Yes</i> | | |
| Walt Disney Co | 2,000,000 | 1.7% | | | 5.0% | Yes | 5 Years | Yes |
| <i>Total Communication Services Sector</i> | <i>\$2,000,000</i> | | | | | | | |
| Total Medium Term Notes (15) | \$16,000,000 | 13.2% | | | 20.0% | Yes | | |
| Federal Agencies | | | | | | | | |
| Federal Home Loan Bank (FHLB) | \$5,000,000 | 4.1% | | | 33.3% | Yes | 5 Years | Yes |
| Federal Farm Credit (FFCB) | 7,000,000 | 5.8% | | | 33.3% | Yes | 5 Years | Yes |
| Fannie Mae (FNMA) | 8,000,000 | 6.6% | | | 33.3% | Yes | 5 Years | Yes |
| Freddie Mac (FHLMC) | 4,000,000 | 3.3% | | | 33.3% | Yes | 5 Years | Yes |
| Tennessee Valley Authority (TVA) | 3,000,000 | 2.5% | | | 33.3% | Yes | 5 Years | Yes |
| Total Federal Agencies (16) | \$27,000,000 | 22.3% | | | 60.0% | Yes | | |
| Total Portfolio | \$121,000,000 | 100.0% | | | | | | |



CITY OF MANHATTAN BEACH
TREASURER'S REPORT
January 31, 2021

| <u>Investments</u> | Book Value |
|---|---|
| LAIF | \$65,000,000.00 |
| Medium Term Notes | 15,940,900.35 |
| Federal Agency Issues-Coupon | 27,057,796.22 |
| Treasury Securities | 12,908,231.24 |
| Subtotal Investments | <u>\$120,906,927.81</u> |
| | |
| <u>Demand Deposit/Petty Cash</u> | |
| Cash in Bank | \$6,262,331.17 |
| Petty Cash | 3,425.99 |
| Subtotal Demand Deposit | <u>\$6,265,757.16</u> |
| | |
| Subtotal City Cash & Investments | <u>\$127,172,684.97</u> |
| | |
| <u>Bond Funds Held in Trust</u> | |
| Police Fire Refunding | \$1.51 |
| Marine Ave Park Refunding | 0.49 |
| Metlox & Water/Wastewater Refunding | 1.19 |
| Utility Assessment Districts | 1,137,035.60 |
| Subtotal Bonds Held in Trust | <u>\$1,137,038.79</u> |
| | |
| <u>Investment Trust Funds</u> | |
| PARS Pension Rate Stabilization Trust | 1,751,197.79 |
| Treasurer's Balance | <u><u>\$130,060,921.55</u></u> |



PMIA/LAIF Performance Report as of 02/11/21



PMIA Average Monthly Effective Yields⁽¹⁾

| | |
|-----|-------|
| Jan | 0.458 |
| Dec | 0.540 |
| Nov | 0.576 |

Quarterly Performance Quarter Ended 12/31/20

| | |
|--|---------------------|
| LAIF Apportionment Rate ⁽²⁾ : | 0.63 |
| LAIF Earnings Ratio ⁽²⁾ : | 0.00001719170547343 |
| LAIF Fair Value Factor ⁽¹⁾ : | 1.002271318 |
| PMIA Daily ⁽¹⁾ : | 0.49% |
| PMIA Quarter to Date ⁽¹⁾ : | 0.58% |
| PMIA Average Life ⁽¹⁾ : | 165 |

Pooled Money Investment Account Monthly Portfolio Composition ⁽¹⁾ 01/31/21 \$124.0 billion

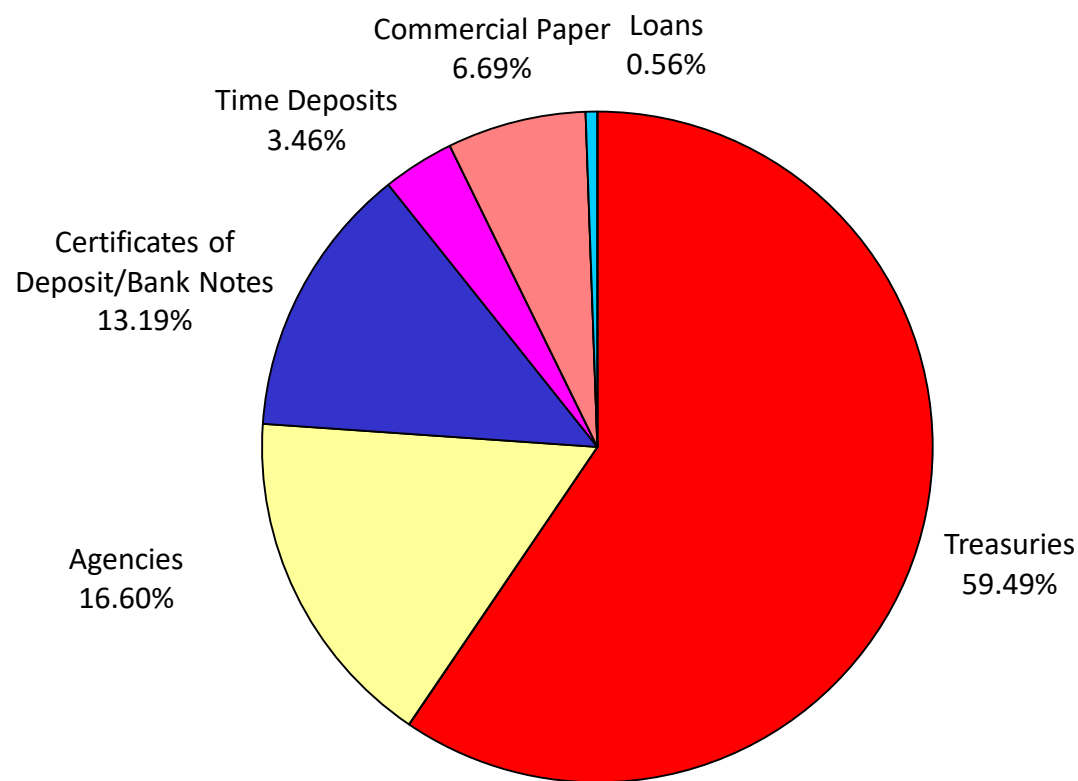


Chart does not include 0.01% of mortgages. Percentages may not total 100% due to rounding.

Daily rates are now available here. [View PMIA Daily Rates](#)

Notes: The apportionment rate includes interest earned on the CalPERS Supplemental Pension Payment pursuant to Government Code 20825 (c)(1) and interest earned on the Wildfire Fund loan pursuant to Public Utility Code 3288 (a).

Source:

⁽¹⁾ State of California, Office of the Treasurer

⁽²⁾ State of California, Office of the Controller

City of Manhattan Beach



Month End Report January 31, 2021 Fiscal Year 2020-2021



City of Manhattan Beach
Fiscal Year 2020-2021 General Fund Expenditures by Department
As of January 31, 2021

% of Year
58.3%

Current Year Activity

| | Dept No. | Original Budget | Transfers/ Adjustments* | Adjusted Budget | YTD Expenditures | YTD Encumbrances | Available Budget | % Used |
|------------------------|-----------------|------------------------|--------------------------------|------------------------|-------------------------|-------------------------|-------------------------|---------------|
| Management Services | 11 | \$3,338,253 | \$301,305 | \$3,639,558 | \$1,810,468 | \$502,018 | \$1,327,071 | 63.5% |
| Finance | 12 | 3,408,829 | 24,259 | 3,433,088 | 2,031,162 | 50,368 | 1,351,557 | 60.6% |
| Human Resources | 13 | 1,179,070 | 82,761 | 1,261,831 | 666,298 | 78,459 | 517,075 | 59.0% |
| Parks and Recreation | 14 | 7,326,536 | (17,023) | 7,309,513 | 3,560,347 | 27,640 | 3,721,526 | 49.1% |
| Police | 15 | 29,573,506 | 270,975 | 29,844,481 | 17,076,037 | 49,944 | 12,718,500 | 57.4% |
| Fire | 16 | 14,322,427 | 17,371 | 14,339,798 | 8,749,667 | 21,890 | 5,568,241 | 61.2% |
| Community Development | 17 | 5,579,574 | 591,835 | 6,171,409 | 3,056,460 | 266,322 | 2,848,627 | 53.8% |
| Public Works | 18 | 8,395,993 | 34,305 | 8,430,298 | 4,157,919 | 108,994 | 4,163,385 | 50.6% |
| Information Technology | 19 | - | - | - | - | - | - | n/a |
| | | \$73,124,188 | \$1,305,788 | \$74,429,976 | \$41,108,359 | \$1,105,635 | \$32,215,983 | 56.7% |

*Transfers/Adjustments include City Council-approved adjustments during the current year and encumbrances carried forward from the prior year .



City of Manhattan Beach
Fiscal Year 2020-2021 Statement of Revenues & Expenditures
As of January 31, 2021

% of Year
58.3%

Current Year Activity

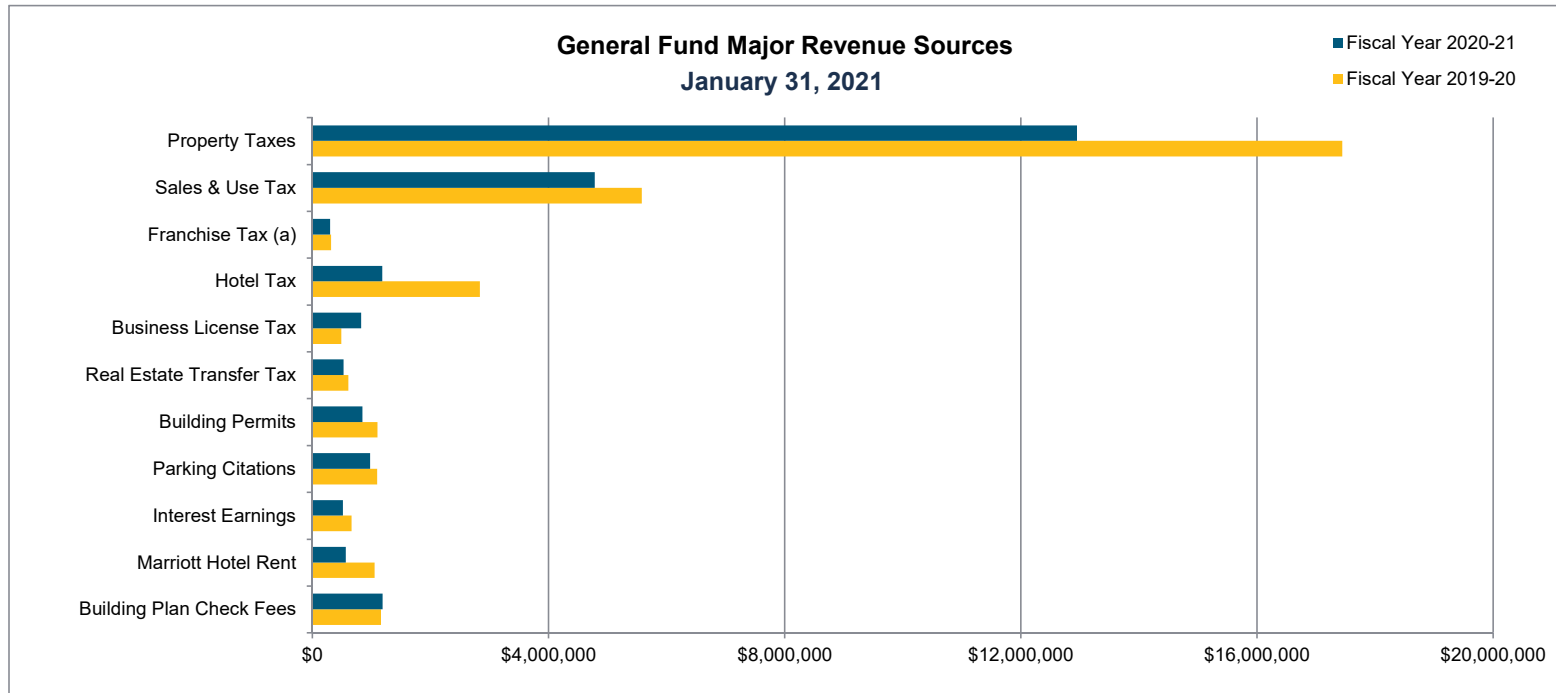
| | Fund No. | Adjusted | | | Adjusted | | |
|--|----------|----------------------|---------------------|--------------|----------------------|---------------------|--------------|
| | | Budget Revenues | YTD Revenues | % Projected | Budget Expenditures | YTD Expenditures | % Projected |
| General Fund | 100 | \$73,236,730 | \$31,151,682 | 42.5% | \$74,429,976 | \$41,123,341 | 55.3% |
| Street Lighting & Landscaping Fund | 201 | 389,918 | 151,730 | 38.9% | 618,270 | 287,804 | 46.5% |
| Gas Tax Fund | 205 | 4,046,209 | 1,600,481 | 39.6% | 4,153,835 | 518,777 | 12.5% |
| Asset Forfeiture | 210 | 5,000 | 16,799 | 336.0% | 327,900 | 131,119 | 40.0% |
| Police Safety Grants | 211 | 143,000 | 125,358 | 87.7% | 242,000 | 105,489 | 43.6% |
| Prop A Fund | 230 | 673,061 | 414,635 | 61.6% | 941,812 | 377,147 | 40.0% |
| Prop C Fund | 231 | 15,910,431 | 239,706 | 1.5% | 20,506,525 | 2,743,742 | 13.4% |
| AB 2766 Fund | 232 | 47,000 | 42,479 | 90.4% | 673 | 392 | 58.2% |
| Measure R | 233 | 943,497 | 276,247 | 29.3% | 1,927,979 | 13,753 | 0.7% |
| Measure M | 234 | 4,065,518 | 240,480 | 5.9% | 4,764,996 | 13,738 | 0.3% |
| Capital Improvements Fund | 401 | 2,346,925 | 1,023,154 | 43.6% | 9,183,989 | 1,576,098 | 17.2% |
| Underground Assessment District Construction | 403 | - | 74,768 | n/a | 10,995,832 | 2,426,199 | 22.1% |
| Water Fund | 501 | 16,075,000 | 9,082,987 | 56.5% | 57,612,440 | 9,757,267 | 16.9% |
| Stormwater Fund | 502 | 789,484 | 111,400 | 14.1% | 4,195,621 | 680,340 | 16.2% |
| Wastewater Fund | 503 | 3,729,000 | 1,987,232 | 53.3% | 13,621,832 | 1,189,503 | 8.7% |
| Parking Fund | 520 | 4,306,000 | 1,479,447 | 34.4% | 3,826,682 | 1,699,895 | 44.4% |
| County Parking Lots Fund | 521 | 1,043,500 | 843,460 | 80.8% | 747,077 | 129,170 | 17.3% |
| State Pier & Parking Lot Fund | 522 | 821,000 | 415,948 | 50.7% | 665,464 | 258,000 | 38.8% |
| Insurance Reserve Fund | 601 | 7,203,980 | 4,174,802 | 58.0% | 6,766,244 | 3,677,694 | 54.4% |
| Information Systems Reserve Fund | 605 | 2,814,340 | 1,641,703 | 58.3% | 3,966,359 | 1,795,699 | 45.3% |
| Fleet Management Fund | 610 | 25,000 | 81,203 | 324.8% | 1,883,582 | 697,188 | 37.0% |
| Building Maintenance & Operation Fund | 615 | 2,082,725 | 1,033,934 | 49.6% | 2,220,290 | 1,041,546 | 46.9% |
| Special Assessment Debt Service | 710 | 732,532 | 686,713 | 93.7% | 717,050 | 662,025 | 92.3% |
| Special Assessment UAD 19-12 19-14 Fund | 711 | 614,943 | 17 | 0.0% | 282,099 | 164,846 | 58.4% |
| Special Assessment UAD 19-4 Fund | 712 | 340,513 | 8 | 0.0% | 120,279 | 57,623 | 47.9% |
| City Pension Fund | 801 | 220,000 | (1,491) | -0.7% | 241,000 | 119,896 | 49.7% |
| PARS Investment Trust | 804 | 50,000 | 135,354 | 270.7% | - | - | - |
| | | \$142,655,306 | \$57,030,237 | 40.0% | \$224,959,806 | \$71,248,290 | 31.7% |



City of Manhattan Beach
Fiscal Year 2020-2021 General Fund Major Revenue Trends
January 31, 2021

Percent of Year
58.3%

| Major Revenue Accounts | Fund No. | Year-To-Date Actuals | | | | | | FY 2021 | |
|-------------------------------------|----------|----------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|--------------|
| | | 2016 | 2017 | 2018 | 2019 | 2020 | 2021 | Adj Budget | Realized |
| Property Taxes | 100 | 13,461,874 | 14,411,531 | 15,445,953 | 16,372,562 | 17,448,035 | 12,953,416 | 33,111,743 | 39.1% |
| Sales & Use Tax | 100 | 4,272,597 | 5,183,912 | 5,149,184 | 5,395,491 | 5,580,287 | 4,783,258 | 9,150,000 | 52.3% |
| Franchise Tax (a) | 100 | 518,617 | 451,606 | 411,542 | 326,909 | 316,483 | 299,254 | 1,155,700 | 25.9% |
| Hotel Tax | 100 | 2,582,772 | 2,625,179 | 2,200,894 | 2,522,946 | 2,840,889 | 1,183,374 | 4,750,000 | 24.9% |
| Business License Tax | 100 | 280,529 | 300,001 | 305,570 | 451,609 | 490,227 | 825,599 | 3,946,250 | 20.9% |
| Real Estate Transfer Tax | 100 | 499,114 | 376,469 | 441,178 | 499,727 | 610,955 | 527,678 | 765,000 | 69.0% |
| Building Permits | 100 | 1,064,894 | 888,851 | 1,091,370 | 1,169,321 | 1,101,962 | 847,396 | 1,650,000 | 51.4% |
| Parking Citations | 100 | 1,374,943 | 1,502,039 | 1,398,520 | 1,193,390 | 1,098,921 | 981,665 | 2,250,000 | 43.6% |
| Interest Earnings | 100 | 217,503 | 353,625 | 413,016 | 554,469 | 666,997 | 521,227 | 919,254 | 56.7% |
| Marriott Hotel Rent | 100 | 907,403 | 903,306 | 764,719 | 1,215,062 | 1,053,992 | 568,661 | 1,700,000 | 33.5% |
| Vehicle in Lieu | 100 | 14,430 | 15,812 | - | - | - | - | 15,000 | 0.0% |
| Building Plan Check Fees | 100 | 619,056 | 980,685 | 1,124,455 | 1,189,691 | 1,161,341 | 1,188,659 | 1,800,000 | 66.0% |
| Total Major Revenue Accounts | | 25,813,734 | 27,993,017 | 28,746,398 | 30,891,178 | 32,370,090 | 24,680,187 | 61,212,947 | 40.3% |
| Over/(Under) Prior Year | | | 2,179,283 | 753,381 | 2,144,780 | 1,478,912 | (7,689,903) | | |
| Percent Change From Prior Year | | | 8.4% | 2.7% | 7.5% | 4.8% | (23.8%) | | |
| Other Revenues | | 7,405,421 | 8,207,799 | 9,009,622 | 10,726,049 | 9,206,457 | 6,471,495 | 12,023,783 | 53.8% |
| Total General Fund Revenues | | 33,219,155 | 36,200,817 | 37,756,021 | 41,617,227 | 41,576,547 | 31,151,682 | 73,236,730 | 42.5% |

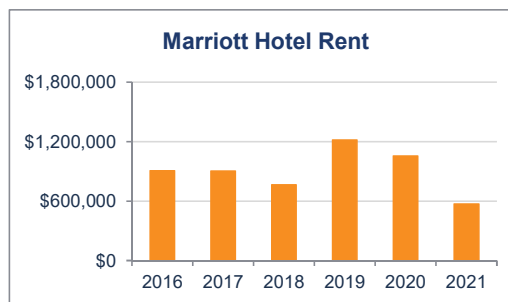
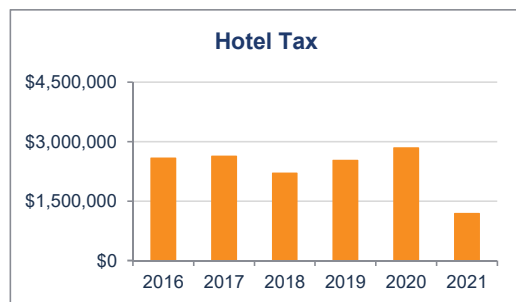
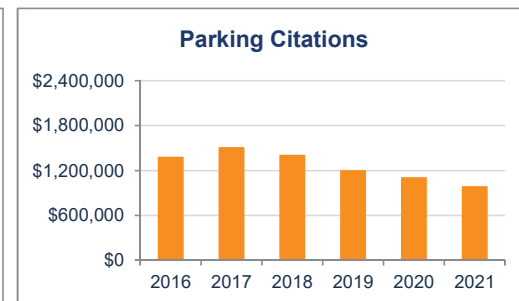
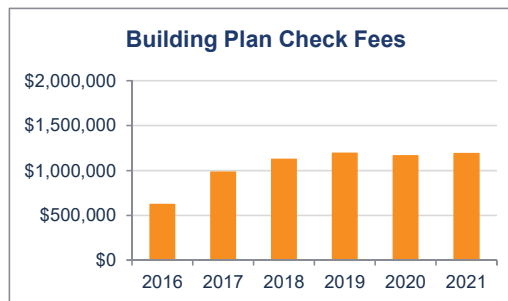
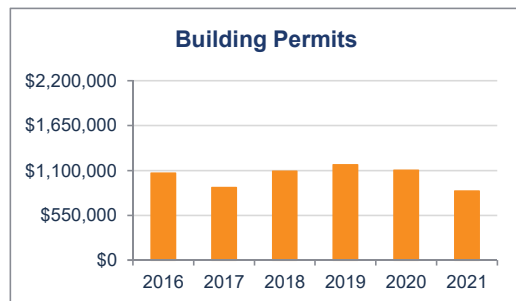
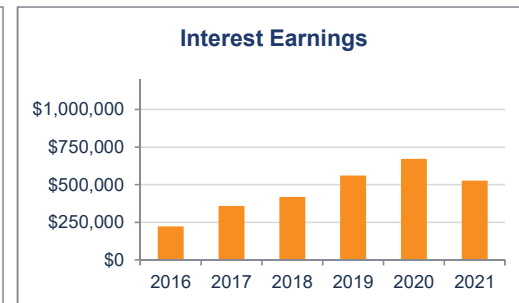
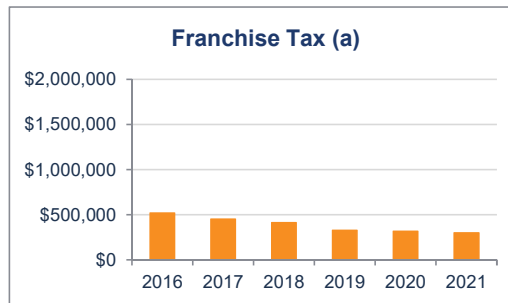
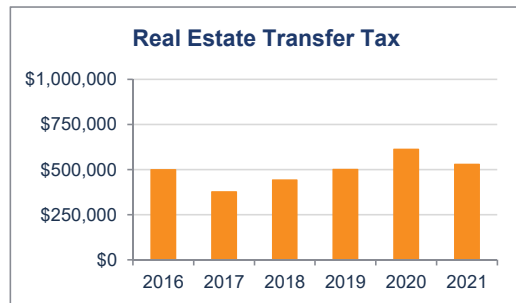
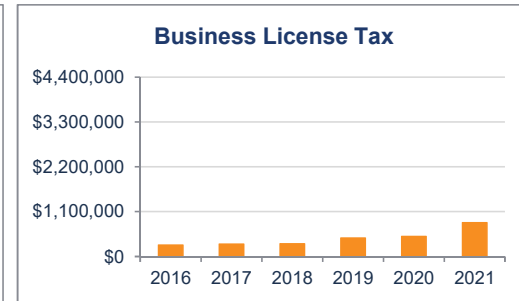
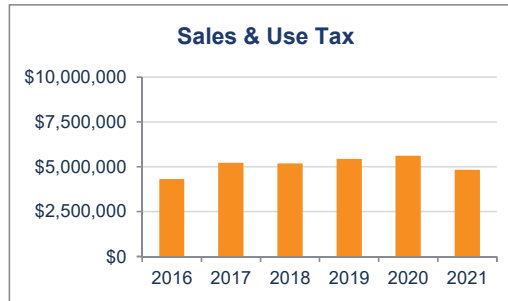
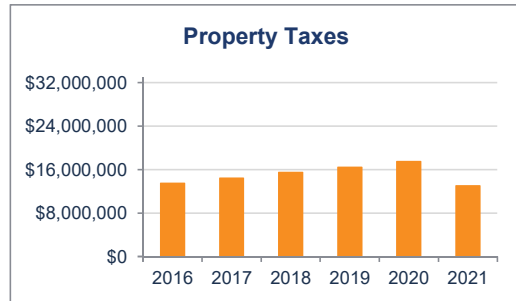


(a) The structure of payments for the some of the franchise fees has changed resulting in lower initial revenues at the beginning of the fiscal year as compared to prior years. This revenue will self adjust throughout the year to better align with prior full-year numbers.



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

**Percent of Year
58.3%**



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



Agenda Date: 3/16/2021

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, Deputy City Clerk

SUBJECT:

Consideration of a Resignation from Cultural Arts Commissioner Davis, Declare Vacant Cultural Arts Commission Member-At-Large Seat No. 4 (Davis), and Defer Cultural Arts Commissioner Appointment Until the Annual Boards and Commissions Interview and Appointment Process (City Clerk Tamura).

- a) **ACCEPT RESIGNATION**
 - b) **DECLARE VACANCY**
 - c) **DEFER CULTURAL ARTS COMMISSIONER APPOINTMENT**
-

RECOMMENDATION:

Staff recommends that the City Council: a) accept the resignation from Cultural Arts Commissioner, Chris Davis; b) declare vacant Cultural Arts Commission Member-At-Large Seat No. 4 (Davis); and c) defer the Cultural Arts Commissioner appointment until the annual Boards and Commission interview and appointment process.

FISCAL IMPLICATIONS:

There are no fiscal implications associated with the recommended action. Staff has been advertising for the annual interview and appointment process and will add this newly vacant seat to the advertisement.

BACKGROUND:

The Cultural Arts Commission consists of six members - one representative with art experience, four at-large members, and one student representative. The Commission meets on the third Monday of each month and 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 March 1, 2021, Commissioner Davis tendered her letter of resignation to the City; effectively leaving the Cultural Arts Commission, Seat No. 4, Member-At-Large seat, vacant.

DISCUSSION:

The term for Cultural Arts Commission Seat No. 4 is due to expire on May 31, 2022. The Manhattan Beach Municipal Code (MBMC) Section 2.44.070 states, "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 without further ceremony."

The City Clerk's office historically declares vacancies and conducts public outreach for interested candidates to immediately fill unscheduled vacancies. Manhattan Beach Municipal Code (MBMC) Section 2.44.040 states, "Whenever an unscheduled vacancy occurs on a Commission, Board or Committee, a special notice is to be posted in the City Clerk's Office, and in other places as directed by the City Council within twenty (20) days after the City receives notice of the vacancy."

CONCLUSION:

Staff recommends that the City Council accept the resignation from Cultural Arts Commissioner Chris Davis, declare vacant Cultural Arts Commission Seat No. 4 (Davis), and defer the Cultural Arts Commissioner appointment until the annual Boards and Commission interview and appointment process. The annual interviews are currently scheduled to be held on April 27, 2021 at a time to be determined, with the appointments being made at the May 4, 2021 regularly scheduled City Council meeting.

PUBLIC OUTREACH:

As part of the 2021 annual Boards and Commissions interview and appointment process, staff has advertised for several Board and Commission vacancies in the Beach Reporter, City Hall posting boards, Manhattan Heights Community Center and Joslyn Community Center bulletin boards, the City's website, the City's social media channels, and sent e-notifications to website subscribers.

The initial advertisements announced the following upcoming vacancies:

Cultural Arts Commission - 2 Seats:

- 1 Member-At-Large
- 1 Student Representative

Library Commission - 2 Seats:

- 1 Member-At-Large
- 1 Student Representative

Parks and Recreation Commission - 3 Seats:

- 1 Member-At-Large
- 1 Older Adult (55+ Years of Age)

1 Student Representative

Planning Commission - 2 Seats:

2 Members-At-Large

After City Council direction, the vacancy of Cultural Arts Commission Seat No. 4 will be added to future advertisements for public outreach.

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 this report and determined that no additional legal analysis is necessary.

ATTACHMENT:

1. Resignation Letter - Commissioner Davis

From: [Liza Tamura](#)
To: [Patricia Matson](#)
Subject: FW: Resignation from Cultural Arts Commission
Date: Friday, March 5, 2021 2:18:16 PM
Attachments: [image001.png](#)



LIZA TAMURA

CITY CLERK

(310) 802-5055
ltamura@citymb.info

CITY OF MANHATTAN BEACH 1400 Highland Avenue Manhattan Beach, CA 90266
Office Hours: M-Th 7:30 AM-5:30 PM | Fridays 7:30 AM-4:30 PM | Not Applicable to Public Safety
Reach Manhattan Beach Here for you 24/7, use our click and fix it app
Download the mobile app now



From: Chris Davis
Sent: Monday, March 1, 2021 12:11 PM
To: Liza Tamura <ltamura@citymb.info>
Cc: Eilen R. Stewart <estewart@citymb.info>
Subject: Resignation from Cultural Arts Commission

Liza,

This letter serves as my official resignation from the Manhattan Beach Cultural Arts Commission, effective immediately.

Good luck in the ongoing ventures of the Commission and the City.

Regards,

Chris Davis

Cultural Arts Commissioner
cdavis@citymb.info



MB Logo



CHRIS DAVIS
CULTURAL ARTS COMMISSIONER

cdavis@citymb.info

CITY OF MANHATTAN BEACH 1400 Highland Avenue Manhattan Beach, CA 90266
Office Hours: M-Th 7:30 AM-5:30 PM | Fridays 7:30 AM-4:30 PM | Not Applicable to Public Safety
Reach Manhattan Beach Here for you 24/7, use our click and fix it app
Download the mobile app now





Agenda Date: 3/16/2021

TO:

Honorable Mayor and Members of the City Council

THROUGH:

Bruce Moe, City Manager

FROM:

Steve S. Charelian, Finance Director
Gwen Eng, Purchasing Manager

SUBJECT:

Consideration of a Resolution Awarding RFP No. 1252-21 for a Three-Year eProcurement Solution to Govlist Inc. for the Total Amount of \$72,000 (Finance Director Charelian).

ADOPT RESOLUTION NO. 21-0023

RECOMMENDATION:

Staff recommends that the City Council adopt Resolution No. 21-0023 awarding Request for Proposal (RFP) No. 1252-21 to Govlist Inc. for a three-year eProcurement solution for a total value of \$72,000.

FISCAL IMPLICATIONS:

The Fiscal Year 2020-2021 Budget includes \$30,000 for implementation and first year license fees of an e-procurement solution. The annual contract amount of \$24,000 is based on the City's population and includes access for unlimited users. Future years will be budgeted accordingly to reflect the savings realized from the new contract.

BACKGROUND:

The City purchases approximately \$5.1 million in goods, materials, and services each year (excluding capital improvements). These purchases consist of office supplies, vehicles, computer equipment, professional services, etc. Open and competitive bidding, advertising of solicitations and reporting of all expenditures is fundamental to the public procurement process. Modern procurement practices leverage the Internet to access a greater number of suppliers, facilitate solicitation of quotations, simplify submission of proposals, and offer greater transparency for vendors desiring to do business with the City.

Since 2015, the City has used BidSync, a cloud-based eProcurement solution, which facilitated

online solicitations and ensured that all suppliers received the same communications regarding solicitations. It simplified the process of doing business with the City by providing suppliers with a searchable online database of current bid and proposal requests. Due to the expiration of the BidSync contract, the City released a RFP with the scope focused on greater efficiency, vendor outreach, bid analysis tools, ease of use technology, and a specification writer.

DISCUSSION:

Nine proposals were received for eProcurement systems which were narrowed down to three vendors. Because this is a service contract, vendor selection is based upon many factors: prior experience, expertise, intuitive modules, references, and cost. Staff from all City departments were invited to the online demonstrations.

After thorough review, staff recommends Govlist Inc.'s ProcureNow eProcurement solution. ProcureNow will assist the user with crafting bid specifications through the use of City standard templates as well as access to a library of other agencies' solicitations. This will systematize our current processes to ensure consistency and encourage efficiency when developing specifications. The solution will also track bid requests, broadly advertise bids via social media, keep automated logs on the distribution of public information, allow for online addenda posting and responses, and automate evaluations using workflow.

From the three solutions demonstrated, ProcureNow provided the best overall value. This solution is widely used by other public agencies such as the cities of Santa Monica, Milpitas, Pasadena, Tustin, as well as the San Francisco International Airport and the Sacramento Area Council of Governments. Their growing client base demonstrates their knowledge and understanding of public procurement processes.

PUBLIC OUTREACH:

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

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 approved the agreement as to form.

ATTACHMENTS:

1. Resolution No. 21-0023
2. Agreement - Govlist Inc.
3. RFP No. 1252-21 eProcurement Solution Comparison

RESOLUTION NO. 21-0023

A RESOLUTION OF THE MANHATTAN BEACH CITY COUNCIL APPROVING AN AGREEMENT BETWEEN THE CITY OF MANHATTAN BEACH AND GOVLIST INC. FOR AN EPROCUREMENT SOLUTION

THE MANHATTAN BEACH CITY COUNCIL HEREBY RESOLVES AS FOLLOWS:

SECTION 1. The City Council hereby approves the Agreement between the City of Manhattan Beach and Govlist Inc dated March 16, 2021 for ProcureNow, an eProcurement Solution, in the amount of \$72,000.

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

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

ADOPTED on March 16, 2021.

AYES:
NOES:
ABSENT:
ABSTAIN:

SUZANNE HADLEY
Mayor

ATTEST:

LIZA TAMURA
City Clerk

GOVLIST ORDER FORM

| | |
|--|--|
| Customer: City of Manhattan Beach, CA | Contact: Gwen Eng |
| Address: 1400 Highland Ave, Manhattan Beach, CA 90266 | Phone: 310-802-5353 |
| | E-Mail: geng@citymb.info |
| Services: FULL SUITE of Services-Solicitation Development (Intake Module), Vendor Sourcing (Sourcing Module), Contract Administration (Contract Module), as described in the Scope of Services, attached hereto and incorporated herein as Exhibit "A." | |
| Services Fees Full Suite \$24,000/yr | Initial Service Term: 36 months initial term with two (2) options to renew at one (1) year per option. Annual payments to be due on first day of each term, starting April 1, 2021. |

TERMS AND CONDITIONS**1. SAAS SERVICE AND SUPPORT**

- 1.1. Subject to the terms of this Agreement, Company shall provide Customer the Services in accordance with Company's standard practices and as set forth in this Agreement. As part of the registration process, Customer will identify an administrative user name and password for Customer's Company account. Company reserves the right to refuse registration of, or cancel passwords, upon advance notice to Customer, it deems inappropriate.
- 1.2. Subject to the terms hereof, Company will provide Customer with technical support services in accordance with Company's standard practice and as set forth in this Agreement.

2. RESTRICTIONS AND RESPONSIBILITIES

- 2.1 Customer will not, directly or indirectly: reverse engineer, decompile, disassemble or otherwise attempt to discover the source code, object code or underlying structure, ideas, know-how or algorithms relevant to the Services or any software, documentation or data related to the Services ("Software"); modify, translate, or create derivative works based on the Services or any Software (except to the extent expressly permitted by Company or authorized within the Services); use the Services or any Software for timesharing or service bureau purposes or otherwise for the benefit of a third; or remove any proprietary notices or labels.
- 2.2 Further, Customer may not remove or export from the United States or allow the export or re-export of the Services, Software or anything related thereto, or any direct product thereof in

violation of any restrictions, laws or regulations of the United States Department of Commerce, the United States Department of Treasury Office of Foreign Assets Control, or any other United States or foreign agency or authority. As defined in FAR section 2.101, the Software and documentation are “commercial items” and according to DFAR section 252.227 7014(a)(1) and (5) are deemed to be “commercial computer software” and “commercial computer software documentation.” Consistent with DFAR section 227.7202 and FAR section 12.212, any use modification, reproduction, release, performance, display, or disclosure of such commercial software or commercial software documentation by the U.S. Government will be governed solely by the terms of this Agreement and will be prohibited except to the extent expressly permitted by the terms of this Agreement.

- 2.3 Customer represents, covenants, and warrants that Customer will use the Services only in compliance with the terms of this Agreement and all applicable laws and regulations. Although Company has no obligation to monitor Customer’s use of the Services, Company may do so and may, upon notice to Customer, prohibit any use of the Services it believes may be (or alleged to be) in violation of the foregoing.
- 2.4 Customer shall be responsible for obtaining and maintaining any equipment and ancillary services needed to connect to, access or otherwise use the Services, including, without limitation, modems, hardware, servers, software, operating systems, networking, web servers and the like (collectively, “Equipment”). Customer shall also be responsible for maintaining the security of the Equipment, Customer account, passwords (including but not limited to administrative and user passwords) and files, and for all uses of Customer account or the Equipment with or without Customer’s knowledge or consent.

3. CONFIDENTIALITY; PROPRIETARY RIGHTS

- 3.1. Each party (the “Receiving Party”) understands that the other party (the “Disclosing Party”) has disclosed or may disclose business, technical or financial information relating to the Disclosing Party’s business (hereinafter referred to as “Proprietary Information” of the Disclosing Party). Proprietary Information of Company includes non-public information regarding features, functionality and performance of the Service. Proprietary Information of Customer includes non-public data provided by Customer to Company to enable the provision of the Services, as well as data provided by Customer’s vendor applicants (“Customer Data”). The Receiving Party agrees: (i) to take reasonable precautions to protect such Proprietary Information, and (ii) not to use (except in performance of the Services or as otherwise permitted herein) or divulge to any third person any such Proprietary Information. The Disclosing Party agrees that the foregoing shall not apply with respect to any information after five (5) years following the disclosure thereof or any information that the Receiving Party can document (a) is or becomes generally available to the public, or (b) was in its possession or known by it prior to receipt from the Disclosing Party, or (c) was rightfully disclosed to it without restriction by a third party, or (d) was independently developed without use of any Proprietary Information of the Disclosing Party or (e) is required to be disclosed by law. Notwithstanding the above, it is understood that the Customer is subject to the California Public Records Act (Gov. Code § 6250 et seq.). If a request under the California Public Records Act is made to view Company’s Proprietary Information, Customer shall notify Company of the request and the date that such records will be released to the requester unless Company obtains a court order enjoining that disclosure. If Company fails to obtain a court order enjoining that disclosure, Customer will release the requested information on the date specified.

- 3.4 Customer shall own all right, title and interest in and to the Customer Data. Company shall own and retain all right, title and interest in and to (a) the Services and Software, all improvements, enhancements or modifications thereto, (b) any software, applications, inventions or other technology developed in connection with Implementation Services or support, and (c) all intellectual property rights related to any of the foregoing. Company shall store any Customer Data in the United States.
- 3.5 Notwithstanding anything to the contrary, so long as Company anonymizes any such Customer Data, or any other data collected by Company under this Agreement, in compliance with International Organization for Standardization (“ISO”) standards, as amended, Company shall have the right collect and analyze such data and other information relating to the provision, use and performance of various aspects of the Services and related systems and technologies (including, without limitation, information concerning Customer Data and data derived therefrom), and Company will be free (during and after the term hereof) to (i) use such information and data to improve and enhance the Services and for other development, diagnostic and corrective purposes in connection with the Services and other Company offerings, and (ii) disclose such data solely in aggregate or other de-identified form in connection with its business. No rights or licenses are granted except as expressly set forth herein.
- 3.6 In the event Customer gives Company written notice of a “litigation hold” or a request for records under the California Public Records Act, then as to all data identified in such notice, Company shall, at no additional cost to Customer, isolate and preserve all such data pending receipt of further direction from Customer.

4. PAYMENT OF FEES

- 4.1 Customer will pay Company the fees described in the this Agreement for the Services and Implementation Services in accordance with the terms herein (the “Fees”). If Customer’s use of the Services exceeds the Service Capacity set forth in the Agreement or otherwise requires the payment of additional fees (per the terms of this Agreement), Customer shall be billed for such usage and Customer agrees to pay the additional fees in the manner and amounts provided herein. If Customer believes that Company has billed Customer incorrectly, Customer must contact Company no later than 60 days after the closing date on the first billing statement in which the error or problem appeared, in order to receive an adjustment or credit. Inquiries should be directed to Company’s customer support department.
- 4.2 Company shall bill through an annual invoice, and full payment for the invoice must be received by Company thirty (30) days after the receipt of invoice by Customer.

5. TERM AND TERMINATION

- 5.1. Subject to earlier termination as provided below, this Agreement is for the Initial Service Term of thirty-six months as specified in this Agreement, and may be renewed at Customer’s option for two additional one- year terms.
- 5.2 Ordered Services may be cancelled within 30 days of being ordered for a full refund. Should all Services be terminated pursuant to the foregoing sentence, this Agreement shall be terminated. Customer may cancel and complete the current annual period.

5.3 In addition to any other remedies it may have, either party may also terminate this Agreement upon thirty (30) days' notice (or without notice in the case of nonpayment), if the other party materially breaches any of the terms or conditions of this Agreement. Customer will pay in full for the Services up to and including the last day on which the Services are provided. Upon any termination, Company will make all Customer Data available to Customer for electronic retrieval for a period of thirty (30) days in a usable format acceptable to Customer, and thereafter Company shall certify to Customer the destruction of any Customer Data within the possession or control of Company. All sections of this Agreement which by their nature should survive termination will survive termination, including, without limitation, accrued rights to payment, confidentiality obligations, warranty disclaimers, and limitations of liability.

6. WARRANTY AND DISCLAIMER

Company shall use commercially reasonable efforts consistent with prevailing industry standards to maintain the Services in a manner which minimizes errors and interruptions in the Services and shall perform the Services in a professional and workmanlike manner. Services may be temporarily unavailable for scheduled maintenance or for unscheduled emergency maintenance, either by Company or by third-party providers, or because of other causes beyond Company's reasonable control. Company conducts routine non-emergency maintenance during non-peak hours with minimal to no interruption to the Services. Company will use commercially reasonable efforts to notify Customer in advance in the event any maintenance is likely to cause a material interruption. HOWEVER, COMPANY DOES NOT WARRANT THAT THE SERVICES WILL BE UNINTERRUPTED OR ERROR FREE; NOR DOES IT MAKE ANY WARRANTY AS TO THE RESULTS THAT MAY BE OBTAINED FROM USE OF THE SERVICES. EXCEPT AS EXPRESSLY SET FORTH IN THIS SECTION, THE SERVICES AND IMPLEMENTATION SERVICES ARE PROVIDED "AS IS" AND COMPANY DISCLAIMS ALL WARRANTIES, EXPRESS OR IMPLIED, INCLUDING, BUT NOT LIMITED TO, IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE AND NON-INFRINGEMENT.

Company represents and warrants that: (a) it is in the business of providing the Services; (b) it acknowledges that Customer is relying on its representation of its experience and expert knowledge, and that any substantial misrepresentation may result in damage to Customer; (c) it is the lawful licensee or owner of the Services (excluding any Customer information therein) and has all the necessary rights in the Services to grant the use of the Services to Customer; (d) Company will provide the uncapped indemnity for IP infringement as remedy (e) it shall disclose any third-party (which shall, for purposes of this Agreement, be deemed a subcontractor) whose intellectual property is incorporated into the Services or who is necessary for the performance of the Services and it shall maintain in-force written agreements with such third-party, if any, for the term of this Agreement; (f) it has the expertise to perform the Services in a competent, workmanlike, and professional manner and in accordance with the highest professional standards; (g) the Services will conform in all material respects to the specifications, functions, descriptions, standards, and criteria set forth in the Agreement; (h) it is a business duly incorporated, validly existing, and in good standing under the laws of its state of incorporation; (i) it has all requisite corporate power, financial capacity, and authority to execute, deliver, and perform its obligations under this Agreement; (j) it shall comply with all applicable federal, state, local, or other laws and regulations applicable to the performance by it of its obligations under this Agreement and shall obtain all applicable permits and licenses required of it in connection with its obligations under this Agreement; and (k) there is no known outstanding litigation, arbitrated matter or

other dispute to which it is a party which, if decided unfavorably to it, would reasonably be expected to have a potential or actual material adverse effect on its ability to fulfill its obligations under this Agreement.

7. INDEMNITY

7.1 General Indemnification. Company agrees to indemnify, defend, and hold harmless Customer and its elected officials, officers, directors, agents, attorneys and employees (each, an "Indemnitee") from and against any and all liabilities, damages, losses, expenses, claims, demands, suits, fines, or judgments (each, a "Claim," and collectively, the "Claims"), including reasonable attorneys' fees, costs, and expenses incidental thereto, which may be suffered by, incurred by, accrued against, charged to, or recoverable from any Indemnitee, by reason of any Claim arising out of or relating to any act, error or omission, negligence, or misconduct of Company, its officers, directors, agents, employees, and subcontractors, during the performance of this Agreement, including, without limitation, Claims arising out of or relating to: (a) bodily injury (including death) or damage to tangible personal or real property; (b) any payment required to be paid to subcontractors, if any, of Company; and (c) any destruction, or unauthorized access, use, or theft of Customer information (collectively, "cyber theft"); provided, however, that the foregoing indemnity shall not apply to the extent that the applicable Claim resulted from the negligence or willful misconduct of an Indemnitee.

7.2 Proprietary Rights Indemnification. Company shall indemnify, defend and hold Indemnitees harmless from any and all Claims resulting from infringement by the Service of any United States or foreign patent or any copyright or misappropriation of any trade secret. The foregoing obligations do not apply with respect to portions or components of the Service (i) not supplied by Company, (ii) made in whole or in part in accordance with Customer specifications, (iii) that are modified after delivery by Company, (iv) combined with other products, processes or materials where the alleged infringement relates to such combination, (v) where Customer continues allegedly infringing activity after being notified thereof or after being informed of modifications that would have avoided the alleged infringement, or (vi) where infringement is caused by Customer's use of the Service not strictly in accordance with this Agreement. If, due to a claim of infringement, the Services are held by a court of competent jurisdiction to be or are believed by Company to be infringing, Company may, at its option and expense (a) replace or modify the Service to be non-infringing provided that such modification or replacement contains substantially similar features and functionality, (b) obtain for Customer a license to continue using the Service, or (c) if neither of the foregoing is commercially practicable, terminate this Agreement and Customer's rights hereunder and provide Customer a refund of any prepaid, unused fees for the Service.

8. INSURANCE

8.1. Minimum Scope and Limits of Insurance. Company shall procure and at all times during the term of this Agreement carry, maintain, and keep in full force and effect, insurance as follows:

1) Commercial General Liability Insurance with a minimum limit of \$2,000,000.00 per occurrence for bodily injury, personal injury and property damage and a general aggregate limit of \$2,000,000.00 per project or location. If Company is a limited liability company, the commercial general liability coverage shall be amended so that Company and its managers, affiliates, employees, agents and other persons necessary or incidental to its operation are insureds.

2) Workers' Compensation Insurance as required by the State of California and Employer's Liability Insurance with a minimum limit of \$1,000,000.00 per accident for bodily injury or disease. If Company has no employees while performing Services under this Agreement, workers' compensation policy is not required, but Company shall execute a declaration that it has no employees.

3) Technology Professional Liability/Errors and Omissions Insurance appropriate to the Company's profession and work hereunder, with minimum limits of not less than \$2,000,000 per occurrence. Coverage shall be sufficiently broad to respond to the duties and obligations as is undertaken by the Company in this agreement and shall include, but not be limited to, claims involving infringement of intellectual property, copyright, trademark, invasion of privacy violations, information theft, release of private information, extortion and network security. The policy shall provide coverage for breach response costs as well as regulatory fines and penalties as well as credit monitoring expenses with limits sufficient to respond to these obligations.

8.2 Acceptability of Insurers. The insurance policies required under this Section shall be issued by an insurer admitted to write insurance in the State of California with a rating of A:VII or better in the latest edition of the A.M. Best Insurance Rating Guide. Self-insurance shall not be considered to comply with the insurance requirements under this Section.

8.3 Additional Insured. The commercial general and automobile liability policies shall contain an endorsement naming Customer and its elected and appointed officials, officers, employees, agents and volunteers as additional insureds. This provision shall also apply to any excess/umbrella liability policies.

8.4 Primary and Non-Contributing. The commercial general and automobile liability policies required under this Section shall apply on a primary non-contributing basis in relation to any other insurance or self-insurance available to Customer. Any insurance or self-insurance maintained by Customer, its elected and appointed officials, officers, employees, agents or volunteers, shall be in excess of Company's insurance and shall not contribute with it.

8.5 Company's Waiver of Subrogation. The insurance policies required under this Section shall not prohibit Company and Company's employees, agents or subcontractors from waiving the right of subrogation prior to a loss. Company hereby waives all rights of subrogation against Customer.

8.6 Deductibles and Self-Insured Retentions. Any deductibles or self-insured retentions must be declared to and approved by Customer. At Customer's option, Company shall either reduce or eliminate the deductibles or self-insured retentions with respect to Customer, or Company shall procure a bond guaranteeing payment of losses and expenses.

8.7 Cancellations or Modifications to Coverage. Company shall not cancel, reduce or otherwise modify the insurance policies required by this Section during the term of this Agreement. The commercial general and automobile liability policies required under this Agreement shall be endorsed to state that should the issuing insurer cancel the policy before the expiration date, the issuing insurer will endeavor to mail 30 days' prior written notice to Customer. If any insurance policy required under this Section is canceled or reduced in coverage or limits, Company shall, within two Business Days of notice from the insurer, phone, fax or notify Customer via certified mail, return receipt requested, of the cancellation of or changes to the policy.

8.8 Customer Remedy for Noncompliance. If Company does not maintain the policies of insurance required under this Section in full force and effect during the term of this Agreement, or in the event any of Company's policies do not comply with the requirements under this Section, Customer may either immediately terminate this Agreement or, if insurance is available at a reasonable cost, Customer may, but has no duty to, take out the necessary insurance and pay, at Company's expense, the premium thereon. Company shall promptly reimburse Customer for any premium paid by Customer or Customer may withhold amounts sufficient to pay the premiums from payments due to Company.

8.9 Evidence of Insurance. Prior to the performance of Services under this Agreement, Company shall furnish Customer's Risk Manager with a certificate or certificates of insurance and all original endorsements evidencing and effecting the coverages required under this Section. The endorsements are subject to Customer's approval. Company may provide complete, certified copies of all required insurance policies to Customer. Company shall maintain current endorsements on file with Customer's Risk Manager. Company shall provide proof to Customer's Risk Manager that insurance policies expiring during the term of this Agreement have been renewed or replaced with other policies providing at least the same coverage. Company shall furnish such proof at least two weeks prior to the expiration of the coverages.

8.10 Indemnity Requirements not Limiting. Procurement of insurance by Company shall not be construed as a limitation of Company's liability or as full performance of Company's duty to indemnify Customer under Section 16 of this Agreement.

8.11 Broader Coverage/Higher Limits. If Company maintains broader coverage and/or higher limits than the minimums required above, Customer requires and shall be entitled to the broader coverage and/or the higher limits maintained by Company. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to Customer.

9. LIMITATION OF LIABILITY

NOTWITHSTANDING ANYTHING TO THE CONTRARY, EXCEPT FOR BODILY INJURY OF A PERSON, A PARTY'S GROSS NEGLIGENCE OR WILLFUL MISCONDUCT, OR COMPANY'S INDEMNIFICATION OBLIGATION IN SECTION 7.2, NEITHER PARTY SHALL BE RESPONSIBLE OR LIABLE WITH RESPECT TO ANY SUBJECT MATTER OF THIS AGREEMENT OR TERMS AND CONDITIONS RELATED THERETO UNDER ANY CONTRACT, NEGLIGENCE, STRICT LIABILITY OR OTHER THEORY: (A) FOR ERROR OR INTERRUPTION OF USE OR FOR LOSS OR INACCURACY OR CORRUPTION OF DATA OR COST OF PROCUREMENT OF SUBSTITUTE GOODS, SERVICES OR TECHNOLOGY OR LOSS OF BUSINESS; (B) FOR ANY INDIRECT, EXEMPLARY, INCIDENTAL, SPECIAL OR CONSEQUENTIAL DAMAGES; (C) FOR ANY MATTER BEYOND SUCH PARTY'S REASONABLE CONTROL; OR (D) FOR ANY AMOUNTS THAT, TOGETHER WITH AMOUNTS ASSOCIATED WITH ALL OTHER CLAIMS, EXCEED THE FEES PAID BY CUSTOMER TO COMPANY FOR THE SERVICES UNDER THIS AGREEMENT IN THE 12 MONTHS PRIOR TO THE ACT THAT GAVE RISE TO THE LIABILITY, IN EACH CASE, WHETHER OR NOT COMPANY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.

10. RIGHT TO PUBLICITY

Customer hereby grants Company with a license to use Customer's name and logo on the Company's website solely for purposes of identifying Customer as a customer of the Company. Customer may revoke such license at any time. Company may produce a case study with non-confidential details of Customer's and Company's relationship, upon advance approval by Customer of the case study contents.

11. AUDIT

Customer or its representative shall have the option of inspecting and/or auditing all records and other written materials used by Company in preparing its billings to Customer as a condition precedent to any payment to Company. Company will promptly furnish documents requested by Customer. Additionally, Company shall be subject to State Auditor examination and audit at the request of Customer or as part of any audit of Customer, for a period of three years after final payment under this Agreement. In no event shall any such audit occur more than one (1) time per calendar year, occur outside of Company's normal business hours, be conducted in a manner not reasonably designed to minimize the impact to Company's ordinary business operations, or occur on systems where such audit may, in Company's sole reasonable discretion, violate Company's third party confidentiality obligations.

12. MISCELLANEOUS

If any provision of this Agreement is found to be unenforceable or invalid, that provision will be limited or eliminated to the minimum extent necessary so that this Agreement will otherwise remain in full force and effect and enforceable. This Agreement is not assignable, transferable or sublicensable by either party except with prior written consent of the other party. Notwithstanding the foregoing, Company may assign this Agreement upon notice to Customer in the event of a merger or sale of all or substantially all of Company's assets. This Agreement is the complete and exclusive statement of the mutual understanding of the parties and supersedes and cancels all previous written and oral agreements, communications and other understandings relating to the subject matter of this Agreement, and that all waivers and modifications must be in a writing signed by both parties, except as otherwise provided herein. If Customer is required to "click through" or otherwise accept or made subject to any online terms and conditions in accessing or using the Services, such terms and conditions are not binding and shall have no force or effect as to the Services or this Agreement. No agency, partnership, joint venture, or employment is created as a result of this Agreement and neither party has any authority of any kind to bind the other party in any respect whatsoever. In any action or proceeding to enforce rights under this Agreement, the prevailing party will be entitled to recover costs and attorneys' fees. All notices under this Agreement will be in writing and will be deemed to have been duly given when received, if personally delivered; when receipt is electronically confirmed, if transmitted by facsimile or e-mail; the day after it is sent, if sent for next day delivery by recognized overnight delivery service; and upon receipt, if sent by certified or registered mail, return receipt requested. This Agreement shall be governed by the laws of the State of California without regard to its conflict of laws provisions. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same Agreement. The parties agree that a facsimile, PDF or electronic signature may substitute for and have the same legal effect as the original signature.

SAAS SERVICES AGREEMENT

This SaaS Services Agreement (“Agreement”) is entered into on this 16th day of March, 2021 (the “Effective Date”) between Govlist Inc., a Delaware corporation with a place of business at 530 Divisadero St #797, San Francisco, CA 94117 (“Company”), and the Customer listed above (“Customer”). This Agreement includes and incorporates the above Order Form, as well as the attached Terms and Conditions and Exhibit and contains, among other things, warranty disclaimers, liability limitations and use limitations. There shall be no force or effect to any different terms of any related purchase order or similar form even if signed by the parties after the date hereof.

Govlist:

Customer: City of Manhattan Beach

ATTEST: 3/9/2021

DocuSigned by:
Signature: Thao Hill
47F73985E2F345E...

Signature: _____

Name: Liza Tamura

Title: City Clerk

Name: _____

Signature: _____

Name: Bruce Moe

Title: City Manager

Title: _____

APPROVED AS TO FORM:

DocuSigned by:
Signature: City Attorney, Quinn Barrow
C6CC9C5685B24EB...

Name: Quinn Barrow

Title: City Attorney

APPROVED AS TO FISCAL CONTENT:

DocuSigned by:
Signature: Steve S Charelian
1A2E390F2B9C494...

Name: Steve S. Charelian

Title: Finance Director

EXHIBIT A
SCOPE OF SERVICES & FEE SCHEDULE



EProcurement Solution

RFP# 1252-21

TO: Gwen Eng, Purchasing Manager

Purchasing Division of the City Clerk
3621 Bell Avenue, Manhattan Beach, CA 90266

Published: December 16th, 2020

Due Date: Thursday, January 7th at 3:00 p.m. via electronic submission

ADDENDUM 1 DECEMBER 22nd : RECEIVED AND READ

ADDENDUM 2 DECEMBER 28th : RECEIVED AND READ

Response by:



Company Name: Govlist, Inc.
(dba ProcureNow)

Corporate Headquarters: 530 Divisadero St #797, San Francisco, CA 94117

Key Personnel:

Thao Hill, VP of Customer Success, thao@procurenw.com, 415-470-2428
Geri Forslund, Director of Customer Success, geri@procurenw.com, 850-591-8043

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Cover Letter

Gwen Eng, Purchasing Manager
Purchasing Division of the City Clerk
3621 Bell Avenue, Manhattan Beach, CA 90266

Dear Gwen,

It is with an immense amount respect and gratitude that Govlist, Inc (dba ProcureNow and hereafter referred to as ProcureNow) submits our response to your request for proposals to deliver an enterprise eProcurement platform for the City of Manhattan Beach, California

If the City seeks a comprehensive solution that results in modern/intuitive software, expert services, and a true procurement technology partner that makes your teammates' and your suppliers' work lives more enjoyable and more successful, ProcureNow is the right partnership for the City.

Please note that our response included might be considered lengthy in page numbers, but much of that is due to screenshots that ensure the evaluation team has the best level of comfort that ProcureNow exceeds your expectations. Also, we took great care to curate a custom response to every requirement.

Our company, our customers, and our team's current and past experiences make ProcureNow uniquely qualified to meet and exceed the City's priorities and challenges. Electronic bidding can increase quality, convenience, and efficiency, and there are many options in the marketplace to help with electronic bidding. Nearly all of them miss the mark on making the experience user friendly and intuitive. Most of them were built decades ago, and unfortunately were not built to scale and cannot easily modernize to today's highly connected users – and that puts their customers at a big disadvantage on Day 1. *ProcureNow's eProcurement platform has been available to governments for nearly 3 years, and we offer enhancements for our customers on a regular (monthly) basis.*

The Challenge: who can the City partner with who 1) has a modern and comprehensive procurement cloud-based system, 2) solves some of the biggest challenges facing public procurement today, 3) can innovate their solution at the same speed as private sector technology innovation, 4) can future proof your procurement tool kit so you won't ever find yourself with a system that's outdated, 5) has proven their solution works at a hyperscale, enterprise local government level, 6) is cost effective, 7) is a certified small, minority owned, local business who the City can create a true business partnership?

Your ProcureNow project team and our customers call attention to the same challenges the City faces, and we work together as One ProcureNow Community to solve them. We invite the City to join the ProcureNow community of procurement innovators. The time to achieve something bigger and better is now – and ProcureNow gives our customers the platform to do just that.

In reading, digesting, and co-owning the Requirements stated in your request – ProcureNow is committed to helping the City exceed these goals and stand out as one of the country's public procurement innovators.

Sincerely,



Thao Hill

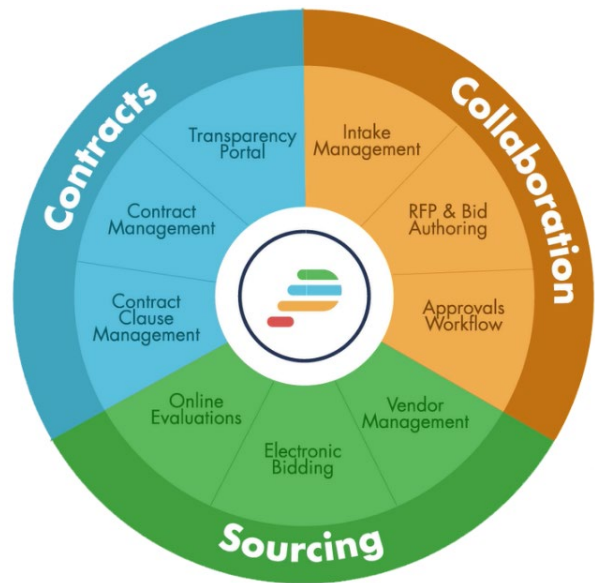
Chief Customer Officer @ ProcureNow

Proposed Solution

Please describe the key features/modules in your solution including responses to item outlined in *attached spreadsheet*.

ProcureNow is a comprehensive, intuitive **cloud-based solution** that empowers public agencies to manage and automate the complete process for developing and collaborating on all purchasing projects from request to award.

1. Write comprehensive scopes of work and requirements within our departments using intuitive guidance and with good "business language" that will make sense to vendors who are qualified to respond.
2. Build RFPs and bids in such a way so that Vendors respond in a consistent, intuitive, guided way every time.
3. Connect your projects to a database of vendors AND social media to boost the marketing efforts automatically of purchasing opportunities, which will lead to more vendors responding because the solution guides them intuitively.
4. Design the evaluation process language for RFP and bids – leveraging that to automate electronic scoring and bid tabulation.
5. Create your bid tables electronically, allowing our vendors to easily understand how we want them to respond in a way is fair and objective to finding the best value and/or lowest price.
6. Ensure the consistency of required compliance language within our bids by mandating the language to be locked so that no one can change that part of the solicitation language
7. Includes live support and live collaboration tools for both bidders and internal teams, eliminating unnecessary wasting of time due to using the wrong tools.
8. Create, collaborate, review, store, categorize, retrieve, and remain proactive with all contracts, and offer more self-service transparency tools for the public.



The City's spreadsheet of requirements is addressed further down in the section titled [Project Scope and Requirements](#). ProcureNow is following the City's lead laid out in the RFP, starting with the introduction.

Introduction

The City of Manhattan Beach is seeking proposals for a cloud-based eProcurement system that contains modules to manage bids, insurance certificates and emergency operations. Its primary purpose is to turn our current paper driven process to electronic which will accelerate workflows and approvals, automate preparation and distribution bids and requests for proposals, meet publication requirements, simplify bid evaluations, give departments and the public easier access to documents, maintain documents for public records requests, manage insurance certificates and provide access to wider vendor audience.

This document defines the Request for Proposals (RFP) requirements and key features of the system.

ProcureNow exceeds the expectations noted in this initial statement. California Techwire recently released on December 16th an article they wrote on the successes the City of Milpitas, California achieved by looking beyond traditional electronic bidding solutions and seeking a full lifecycle purchasing workflow automation solution: [Cities Find Way to Streamline RFPs, Contract Management](#).

- **Accelerate Workflows and Approvals** – ProcureNow customers report between a 60-80% decrease in the amount of time spent developing solicitations JUST with live collaboration tools built into the software and eliminating the shuffle of word processor documents and approvals through email inboxes.
- **Automate preparation and distribution of bids and requests for proposals** – ProcureNow is the only government procurement solution that will guide you through BOTH the complete development AND distribution phases of a solicitation.
- **Meet publication requirements** – check. Not only do we have our own ProcureNow Vendor Community Network, but your solution will make the process of posting to online publication wires “one click” easy.
- **Simplify bid evaluations** – a fully integrated evaluation and scoring module means you’ll never have to print copies of proposals for evaluators or distribute and collect spreadsheets. One system takes you from idea to contract.
- **Give departments and the public easier access to documents** – Departments. Transparency and visibility internally are keys to setting better expectations between purchasing and the rest of the City. ProcureNow was built for (and includes the proper enterprise security design) to allow ALL City employees to participate and collaborate on projects they are invited to. Public. ProcureNow has lowered the barrier of difficult for the public to gain access to bid documents. No more forcing vendors to fill out long applications to subscribe and view your bids – or forcing them to try to figure out non-intuitive interfaces built decades ago.
- **Maintain documents for public records requests** – retention of all files is unlimited and available securely in the cloud.
- **Manage insurance certificates** – Yes. We’ll help you keep your certificates in one place and up to date with centralized expiration notifications.
- **Provide access to a wider vendor audience** – We intentionally have made collecting vendor fees for premium notification services prohibited because if we were to do that, we would inherently have a conflict of interest in trying to ensure the widest vendor audience outreach possible for you.

Project Background

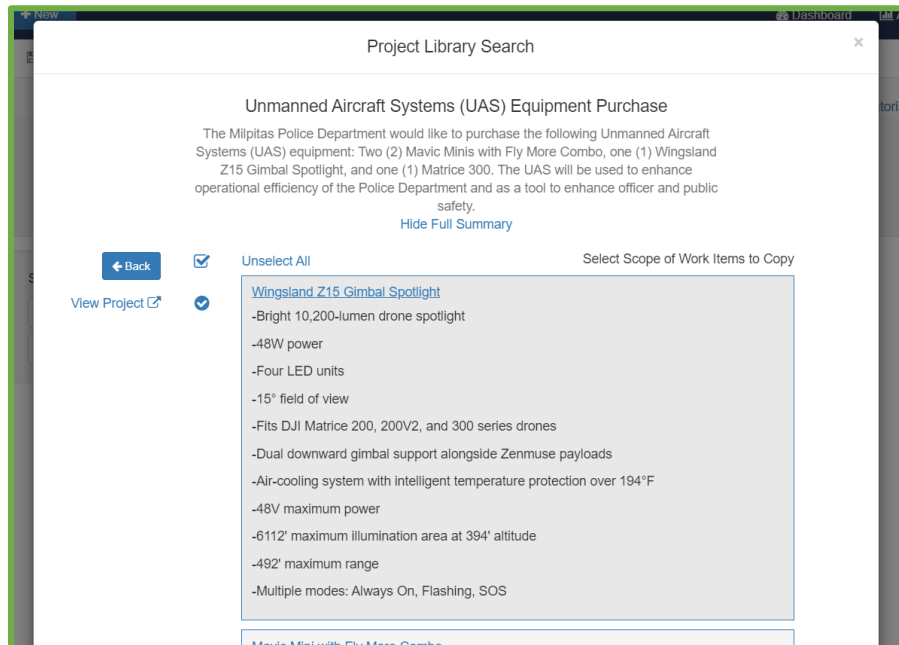
Currently, the City is utilizing Periscope S2G (BidSync), however, the eProcurement module is not fully implemented. The general practice for bids requires for the following steps:

ProcureNow will be able to successfully transition you from your current electronic notification and bidding tool to ProcureNow.

Specifications

Using department develops specifications using previous bids, ‘borrowing’ from other agencies, or from scratch.

The City will now be able to do this within the ProcureNow app. Whether the solicitation came from within, from another ProcureNow agency, or by linking the user to cooperative purchase options, we make “borrowing” much easier because your solicitation will have your up-to-date compliance language at the same time as including scope requirements that could have been borrowed from another solicitation.



Scheduling

The City Clerk’s office receives a request to schedule a bid opening or RFP collection date either from Purchasing or the lead department. The request is logged on an Excel spreadsheet and an Outlook meeting invite is sent to the applicable staff members

With ProcureNow, this will all be completed within the tool, eliminated the multiple entry in multiple locations. Staff members can be invited to receive notification about important timeline dates, bid openings being one of those notifications. The City Clerk can have their own access to ProcureNow to approve and keep track of the dates – and ultimately completing the virtual bid opening right within ProcureNow!

Bulk Fuel Delivery Services
 General Solicitation Fire
 Release Date: Nov 9, 2020 Due Date: Nov 20, 2020 2:00pm
 Posted Nov 9, 2020 2:00 PM
 Bid Unsealed Nov 20, 2020 4:12 PM Pricing Unsealed Nov 20, 2020 4:12 PM
 All dates & times in Pacific Time

AWARD PENDING

Project Documents Document Setup Approvals

Approvals Dashboard

| | | | |
|----|----------------|-----------|--------------------------|
| AG | Amanda Guy | Approved! | Approved: 11/4/20 8:25am |
| DG | Dolores Gascon | Approved! | Approved: 11/4/20 5:03pm |
| AZ | Aly Zimmermann | Approved! | Approved: 11/6/20 4:37pm |
| NV | Ned Vander Pol | Approved! | Approved: 11/4/20 8:32am |

Posting

The bid is posted on the City’s website, 5 bulletin boards (paper coversheet), and BidSync and vendors are notified. Any addenda are posted on the City’s website and BidSync.

- ProcureNow will automatically post to your website, eliminating any need to re-enter bid information on your website as well as your bidding module.
- Your solution will also generate the Notice for the City to print for your bulletin board posts.
- Your solution will include notification to the ProcureNow Vendor Community Network.
- Drafting, approving, posting, and notification of addenda is completely automated with ProcureNow.

THE CITY OF NORFOLK Government Business Residents Play

Home > Government > Departments > Departments A to M > Finance > Purchasing > Procure Now

Current Solicitations

ProcureNow

All Departments Active Advanced Search

| Project Title | Project ID | Addenda | Release Date | Due Date |
|---|-----------------|---------|--------------|-----------|
| St. Paul's Pump Station #156 | 6127 | 3 | 11/23/2020 | 1/5/2021 |
| Wood Street Roadway and Utility Improvements | 19225 | 1 | 11/15/2020 | 1/12/2021 |
| IRFP 8786-0-2021/KJO Development and Support of the Norfolk Homebased Childcare Network Program | 8786-0-2021/KJO | 0 | 12/28/2020 | 1/15/2021 |
| IFB 8075-0-2021/AM Furniture for Community | 8075-0-2021/AM | 0 | 11/30/2020 | 1/19/2021 |

Collection

As responses are submitted, the City Clerk’s office timestamps the packages and places them aside until the calendared deadline.

No one, not even ProcureNow administrators, can access a submitted bid. Similar to how it is described above, only the Vendor name, contact information, and timestamp will be visible. Your bid packages are virtually “set aside” until the bid due date. Once you are live, you’ll never have to handle a physical bid package ever again.

Almott Noise Suppression Alternators
 \$ IFBRFQ Procurement
 Project ID: RFP-MINT21-39
 Release Date: Dec 1, 2020 Due Date: Jan 4, 2021 3:00pm
 Posted Dec 1, 2020 3:26 PM
 Bid Sealed Pricing Sealed
 All dates & times in Pacific Time

Project Documents Addenda & Notices Question & Answer Proposals Vendor Analytics

Proposals
 List of vendor proposals submitted in response to the project

| Status | Vendor | Contact Info | Submission Date |
|-----------|------------------------------|---|-----------------------|
| No Bid | Proforma Graphic PrintSource | Lori Permenter lori.permenter@proforma.com (951) 256-4732 | Dec 1, 2020 3:33 PM |
| No Bid | RATLIFF ENVIRONMENTAL | BOBBY RATLIFF bobby@ratliffenvironmental.com | Dec 1, 2020 4:02 PM |
| No Bid | Sunwest Printing | Nick Lopez nick@sunwestprint.com (909) 890-9898 | Dec 3, 2020 10:06 AM |
| Submitted | Complete Coach Works | Amber Lindsey contracts@completecoach.com (951) 684-9585 | Dec 17, 2020 3:34 PM |
| Submitted | Romaine Electric Corporation | Casey Haskin | Dec 22, 2020 12:37 PM |

Submittals – RFPs:

After the close of the submittal deadline, RFPs are collected and the City Clerk’s Office types all submissions onto a Word document which identifies the name of the bidder, their city and state, which is emailed to staff. The RFPs remain unopened and are sent to staff via interoffice mail for review.

This will all be completed electronically, even down to their digital acceptance of any conflict of interest or confidentiality agreements.

Economic Sustainability Strategy
 Post City Manager’s Office 91858, 91890, 96128
 Release Date: Dec 18, 2018 Due Date: Mar 8, 2019 5:00pm Selection Date: May 23, 2019
 Posted Dec 18, 2018 1:49 PM
 Bid Unsealed Pricing Unsealed
 All dates & times in Pacific Time

EVALUATION

Evaluation Overview Proposals Evaluators Aggregate Evaluations

Evaluators
 List of colleagues who will be evaluating the proposals

- JW Julie Wedig
Administrative Analyst
- AA Andy Agle
Director
- AG Anuj Gupta
Deputy City Manager

Submittal – Bids:

After the close of the deadline, two members of the City Clerk’s office hold a public bid opening. The bids are opened and bid totals are read aloud to the room. Once the opening has concluded, the City Clerk’s office types all submissions onto a Word document which lists the name of the bidder, their city, state, and bid total which is emailed to staff. The project manager retrieves the opened bids from City Hall for review. Note that the project manager typically works from a different location.

This will all be completed within ProcureNow. And since we’re cloud based – you can be anywhere in the world! You can even evaluate your bid totals on your iPhone and Android device. All of the typing you described above will go away and be replaced with simple access to ProcureNow. With a click of a button, this information can be sent to the bidders as well, essentially replicating a public bid opening... but online.

Heavy-Duty Transmission Jacks
 \$ IFB/RFP Procurement
 Project ID: RFQ-MNT21-36
 Release Date: Nov 17, 2020 Due Date: Dec 17, 2020 3:00pm
 Posted: Nov 17, 2020 2:57 PM
 Bid Unsealed Dec 17, 2020 3:00 PM Pricing Unsealed Dec 17, 2020 3:00 PM
 All dates & times in Pacific Time

Bid Tabulations

| Selected Vendor Totals | | | | |
|--------------------------|--------------------------|------------------------------|----------------------------|---------------------------|
| #1 Westrux International | #2 B&H International LLC | #3 Elite Automotive Services | #4 Air & Lube Systems, Inc | #5 Kirk's Automotive Inc. |
| \$18,166.87 | \$20,480.04 | \$21,996.36 | \$22,126.56 | \$22,667.04 |

Bid Price Form

| Description | Unit of M... | Quantity | Total | Air & Lube Systems, Inc | B&H International LLC | Elite Automotive Services | Kirk's Automotive Inc. | Westrux International |
|-------------------------------|--------------|----------|--------------------|-------------------------|-----------------------|---------------------------|------------------------|-----------------------|
| Heavy-Duty Transmission Jacks | EA | 3 | \$19,932.00 | \$18,963.00 | \$20,367.00 | \$20,988.00 | \$16,821.18 | |
| Sales Tax - 8 % | LOT | 1 | \$1,594.56 | \$1,517.04 | \$1,629.36 | \$1,679.04 | \$1,345.69 | |
| Shipping/Delivery | LOT | 1 | \$600.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| Total | | | \$22,126.56 | \$20,480.04 | \$21,996.36 | \$22,667.04 | \$18,166.87 | |

Evaluation

The submittals are evaluated and if required, a staff report is prepared.

This process has been modified due to the pandemic which has only increased coordination efforts. In addition, the City’s municipal code has been updated to allow for electronic bids and fee collection on public works projects.

Evaluation results can easily be exported/printed from within ProcureNow for reporting purposes.

As-Needed Stormwater Program Technical Support Services
 General Solicitation Engineering
 Release Date: Jul 13, 2020 Due Date: Aug 14, 2020 4:00pm
 Posted: Jul 13, 2020 9:00 AM
 Bid Unsealed Aug 14, 2020 4:01 PM Pricing Unsealed Aug 14, 2020 4:01 PM
 All dates & times in Pacific Time

Aggregate Scores Summary

| Vendor | Evaluator 1 | Evaluator 2 | Evaluator 3 | Evaluator 4 | Total Score |
|---------------------------------------|-------------|-------------|-------------|-------------|-------------|
| Dudek | 70% | 86% | 81% | 45% | 70.5% |
| AECOM | 91% | 95% | 95% | 47% | 82% |
| KJMA | 37% | 70% | 52% | 8% | 41.75% |
| Michael Baker International | 69% | 86% | 68% | 25% | 62% |
| CASC Engineering and Consulting, Inc. | 72% | 78% | 75% | 51% | 69% |
| HDR Engineering, Inc. | 91% | 91% | 87% | 73% | 85.5% |
| CValdo Corporation | 39% | 81% | 46% | 33% | 49.75% |
| Weston Solutions, Inc. | 69% | 82% | 81% | 19% | 62.75% |
| Southwest Hydro Analytics, Inc. | 0% | 0% | 0% | 0% | 0% |

Pricing Results

Bidder's Proposal – 41st Avenue & Soquel Drive Sewer Rehabilitation

Export to Excel Export to CSV

| Description | Unit of M... | Anderson Pacific Engineering Construction, Inc. | | | Don Chapin Company | | | ecast engin |
|--------------------------------------|--------------|---|-------------|---------------------|--------------------|-------------|---------------------|-------------|
| | | Quantity | Unit Cost | Total | Quantity | Unit Cost | Total | |
| Mobilization | LS | 1 | \$35,000.00 | \$35,000.00 | 1 | \$26,500.00 | \$26,500.00 | 1 |
| Traffic Control System | LS | 1 | \$45,000.00 | \$45,000.00 | 1 | \$36,000.00 | \$36,000.00 | 1 |
| Temporary Sewer Bypass Pumping | LS | 1 | \$10,000.00 | \$10,000.00 | 1 | \$64,000.00 | \$64,000.00 | 1 |
| Temporary Sheeting and Shoring | LS | 1 | \$10,000.00 | \$10,000.00 | 1 | \$24,000.00 | \$24,000.00 | 1 |
| 8" PVC Sewer Main | LF | 1200 | \$500.00 | \$600,000.00 | 1200 | \$373.00 | \$447,600.00 | 1200 |
| Reconnect Sewer Laterals (Revocable) | EA | 14 | \$1,500.00 | \$21,000.00 | 14 | \$1,600.00 | \$22,400.00 | 14 |
| Replace Manhole Frame and Cover | EA | 4 | \$1,750.00 | \$7,000.00 | 4 | \$2,000.00 | \$8,000.00 | 4 |
| Line Existing Sewer Manhole | EA | 1 | \$12,000.00 | \$12,000.00 | 1 | \$17,000.00 | \$17,000.00 | 1 |
| Slurry Seal | SY | 4300 | \$10.00 | \$43,000.00 | 4300 | \$12.00 | \$51,600.00 | 4300 |
| Permanent Striping and Markings | LS | 1 | \$15,000.00 | \$15,000.00 | 1 | \$17,000.00 | \$17,000.00 | 1 |
| Total | | | | \$798,000.00 | | | \$714,100.00 | |

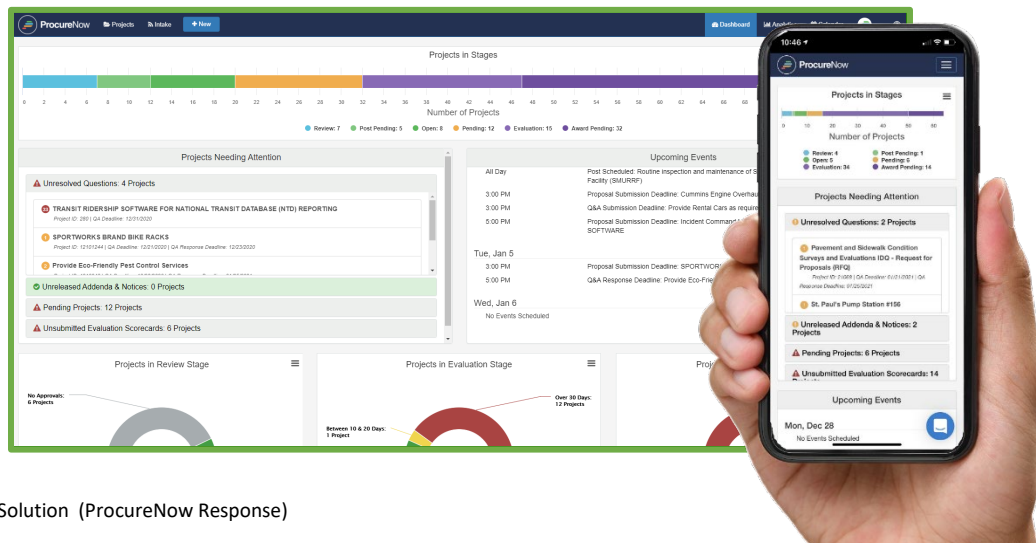
Fee Collection for Public Works Projects: This is the one requirement that ProcureNow currently does not meet. ProcureNow has already started the work to deliver this to the City and other customers that might want the same thing. We consider this in Scope of our response and the City will be instrumental in the validation of the functionality to ensure it exceeds your needs. (Our team always leaves room in our implementation for customization requests – something that our customers REALLY enjoy about our service!)

Scope of Work

The City is looking for a modular eProcurement solution that incorporates features and functionalities which will streamline the bid creation process and posting, with attachments, bid evaluation and award process. Implementation of this technology seeks to:

Improve, automate, streamline, and simplify bid specifications creation with a library, compilation, tracking, collaboration, approval and distribution process for all departments and divisions within the City.

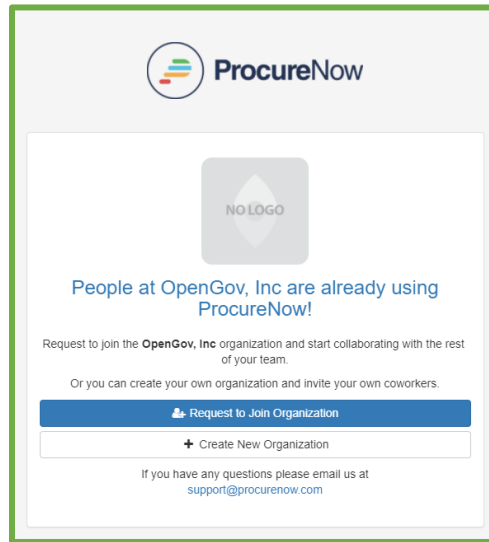
This is exactly why we created ProcureNow. There just didn't exist a solution that solved the biggest challenges facing public procurement – that was intuitive enough that anyone in any department could use it without needing a 100-page training manual: Creation with proper research, compiling all the necessary parts of complex solicitations, gaining consensus with collaborative tools, ensure all the right eyes see and approve the project without overwhelming everyone... What the City is asking for, ProcureNow delivers to all our customers. (actual screenshot from laptop and phone of the same dashboard page)



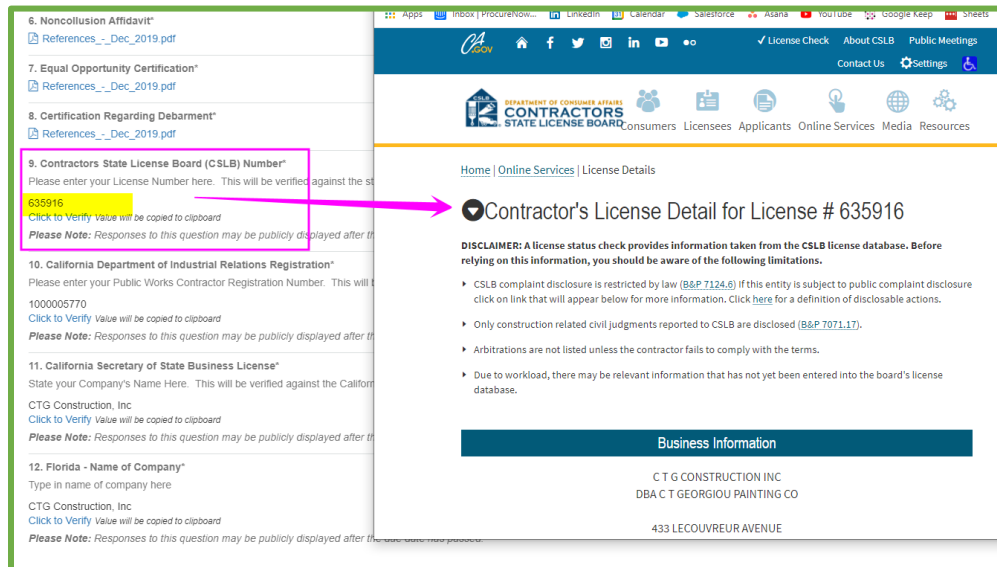
Electronic Procurement Solution (ProcureNow Response)
RFP# 1252-21

Allow for vendors to register at no cost, avoiding duplicate records. Perform real-time verification of certifications and licenses, generate reports and broadcast messages to selected vendors.

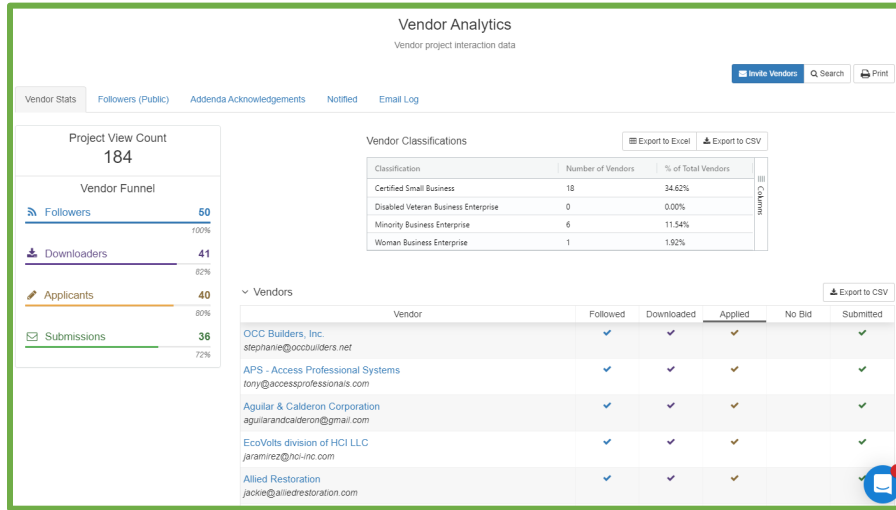
1. Vendor registration has no monetary cost, and we've kept the barrier or entry low for gaining access to your bids, meaning, bidders don't have to fill out tabs upon tabs of information just to read a bid. ProcureNow's onboarding process for a vendor is meant to be easy and guided.
2. Avoiding duplicates: ProcureNow checks the vendor database when someone from a company signs up to see if anyone else at the company has already registered. It will try to help them join their user accounts if it makes sense to do so. This eliminates duplicate supplier records.



3. Real-time verifications: The follow screenshot shows an example of how ProcureNow eases the process of verifying licenses and certifications:

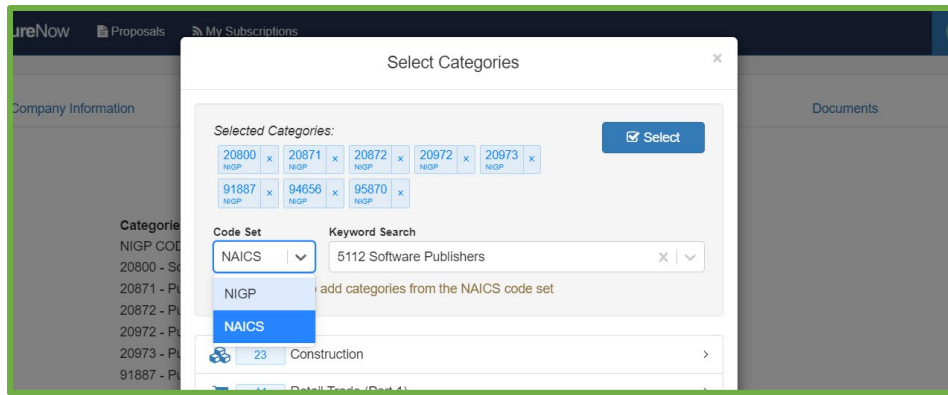


- Reporting capabilities exist throughout the tool. Very powerful visualizations help ensure every solicitation has the best chance of success:



- Vendor Broadcast messages:

ProcureNow supports use of Category classifications. Vendors will have the opportunity to which classification system is desired. This categorization is OPTIONAL. We do not force vendors to choose categories, in which case they will receive all notifications from the City.



The City will have access to the list of Vendors who are subscribed to receive bid notifications as shown below. Vendors have the ability to securely update their notification settings.

Vendor Management

List of vendors subscribed to sourcing opportunities

Vendors can subscribe by visiting <https://secure.procurenw.com/portal/omnitrans> and clicking the "Subscribe" button

Vendor List (6342) | Invited (4593) | Classifications Report

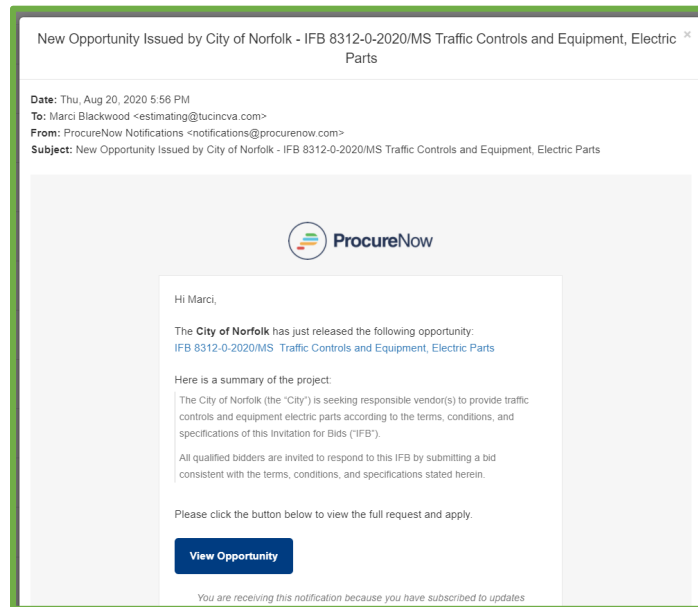
| Vendor | Subscriber | Email | Address | City | State | Zip | Phone | Website | Date Added | Category Codes | State | Business | EIN | DUNS | Contact |
|------------------------------|-----------------|------------------------|---------------------|-------------|-------|-------|----------------|-----------------------|------------|------------------------|-------|---------------|-----------|------|---------|
| Accredited Language Services | Robert Harshorn | contractor@alstn.com | 15 Maiden Lane... | New York | NY | 10038 | (212) 768-4111 | | | | | | 133185468 | | |
| Accrete Solutions | Ashish Sarna | ashish@accsol.com | 3550 Scott Blvd... | Santa Clara | CA | 95054 | (877) 848-5838 | | 8/17/2020 | | CA | | 262340111 | | |
| Accruence, Inc. | Cynthia Woods | cwoods@accruence.com | 30650 Rancho C... | Temecula | CA | 92591 | (888) 649-6272 | https://accruence.com | 7/20/2020 | 5613, 56140, 56161... | CA | C Corporation | 330678905 | | |
| Accuflex | Liz Wilson | liz@accuflex.com | PO BOX 33360 | Tulsa | OK | 74113 | (800) 256-8888 | | | | | | 731740312 | | |
| Accurate Background | Emily Main | emilymain@accurateb... | 7515 Irvine Cent... | Irvine | CA | 92618 | (866) 255-1852 | | 8/17/2020 | 519196, 96130 | CA | | 822370310 | | |
| Accurate Printing & Mailing | Patrick Chapman | accprntng@aol.com | 1010 University ... | San Diego | CA | 92163 | (619) 299-6549 | | | | | | 587508001 | | |
| Accurate Striping | Steve Ritchey | stritchey@verizon.net | Box 250 | Wildomar | CA | 92595 | (951) 609-3331 | | | | | | 030471878 | | |
| Accurate USA | Ray Slavin | slavin@accurateusa.com | PO Box 910009 | San Diego | CA | 92191 | (619) 784-0880 | | | | | | 010581104 | | |
| Acc Capital Engineering | Ali Ishtehard | info@accapitaleng.com | 21771 Fernhill Dr | Lake Forest | CA | 92650 | (949) 333-9322 | www.accapitaleng.com | 6/13/2020 | 90076, 90074, 90075... | CA | S Corporation | 832138720 | | |

The following vendor facing notifications are standard with any ProcureNow Implementation:

1. New Opportunity Issued
2. Questions Answered
3. Addendum Issued
4. Deadline Approaching
5. Bid/Proposal Received
6. Public Notice Issued
7. Bids Unsealed and Visible
8. Award Recommendation
9. Project Awarded

Other optional emails are sent, such as the “vendor disqualified” messages.

Many important internal alerts are included as well, in order to help staff stay on top of any activity on the project.



Integrate vendor information with Tyler Munis (ERP system) including modified UNSPSC (United Nations Standard Products and Services Code).

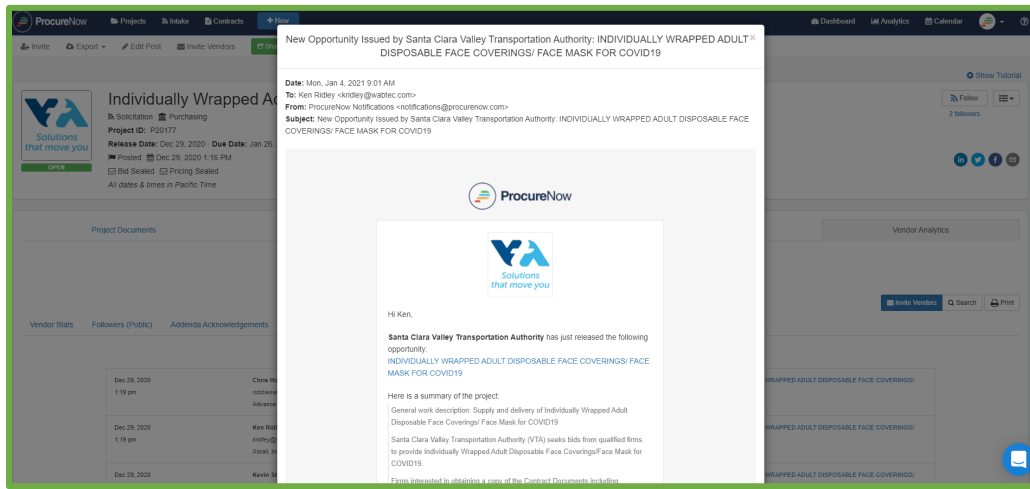
ProcureNow is happy to work with Tyler Munis to accommodate this requested integration and the use of the requested category code-set. We would ask that the City reach out to Tyler to coordinate this integration because they don't typically respond to organizations who have a "competing module" such as ProcureNow. Our APIs are available, and we'll be happy to share and support them as they integrate their system with ProcureNow.

ProcureNow encourages the City to select a standard classification system. Our supplier database allows for "one account, multiple agencies". Because of this convenience, ProcureNow does not allow for each agency to bring a custom categorization system, as that would overwhelm vendors.

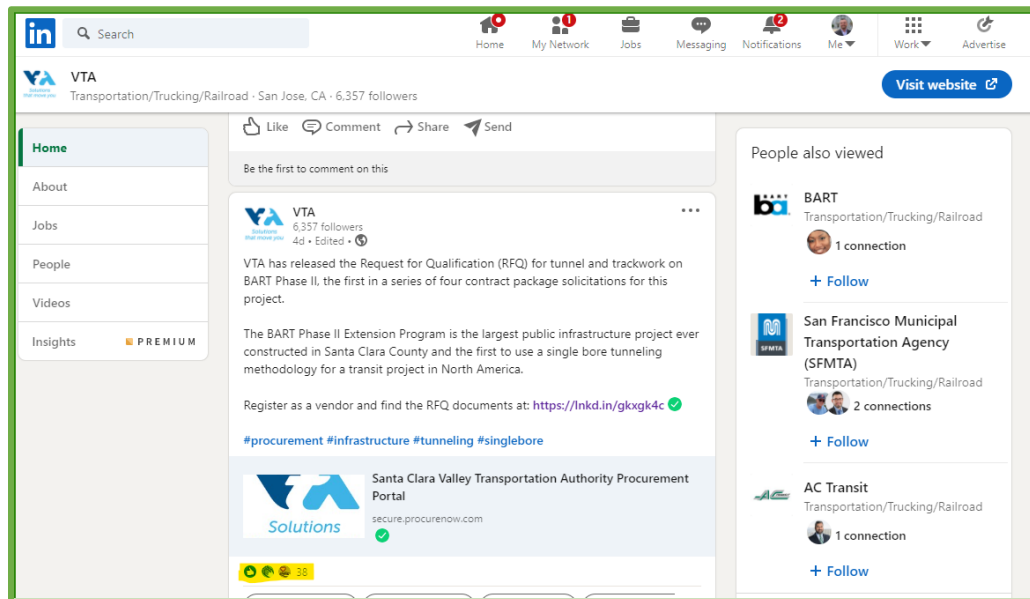
Manage the process of bid issuance, advertising via social media, conducting evaluations including automating scoring, and award including construction and public works projects.

ProcureNow is 100% capable of exceeding expectation in each category listed. We have attached some screenshots that prove this:

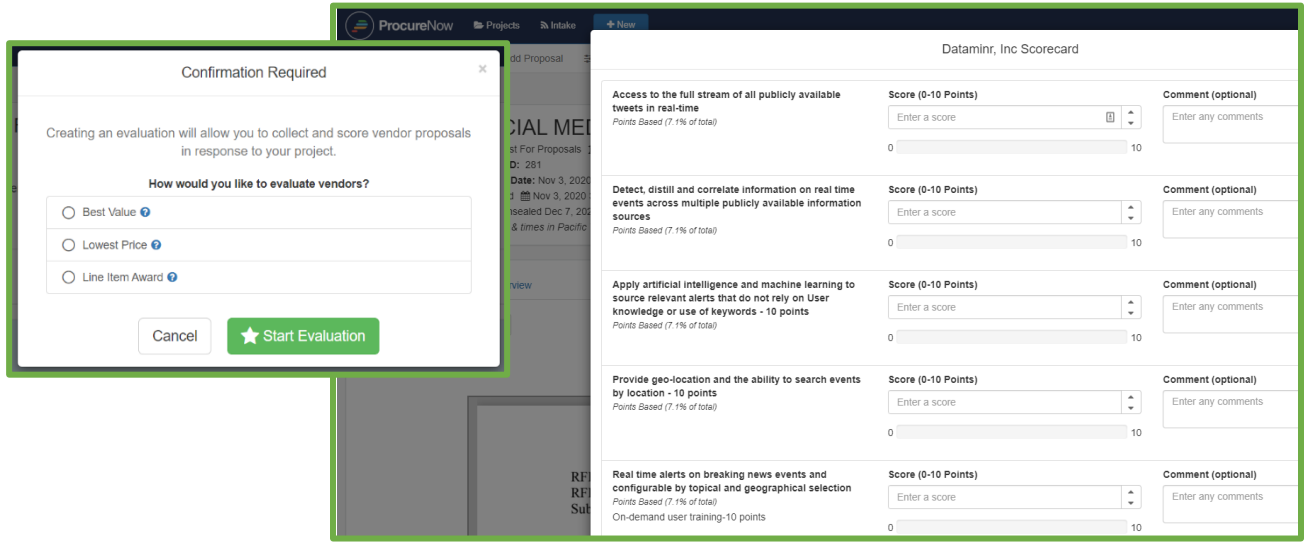
bid issuance – in this screenshot, one can see the email log of bid issuance notifications from ProcureNow:



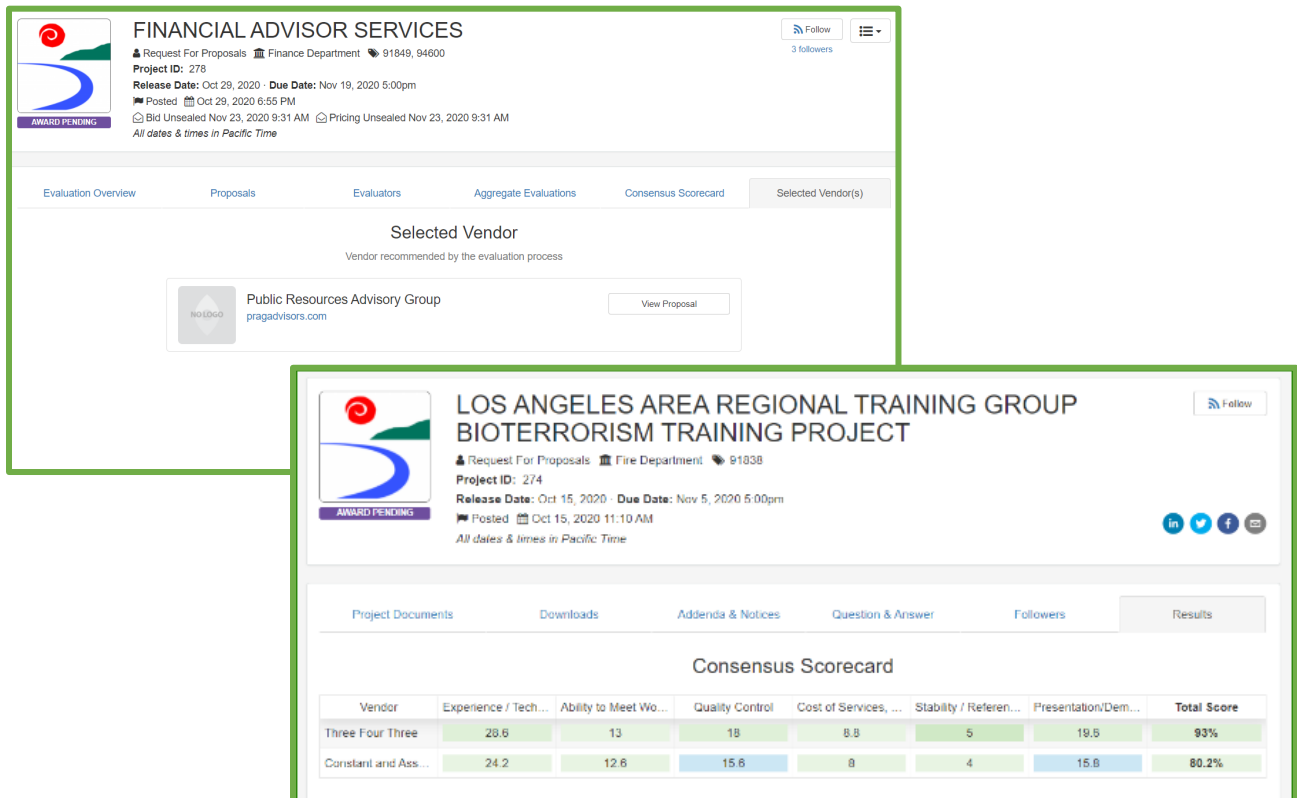
Advertising via social media – this is “one click easy” with ProcureNow. In this example, VTA’s community outreach program posts bid notifications using ProcureNow:



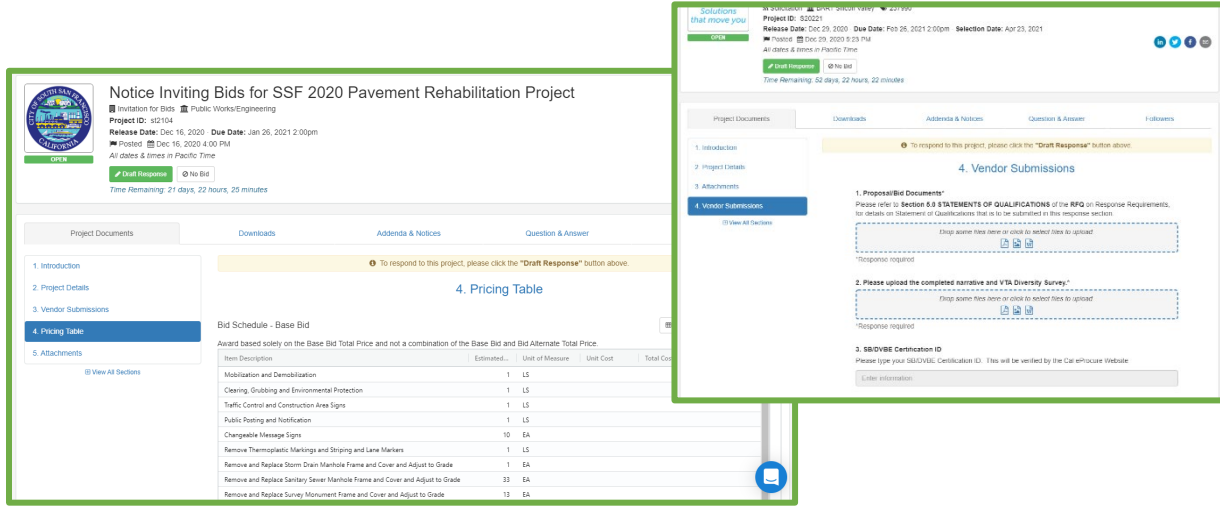
conducting evaluations including automating scoring – Yes, a fully comprehensive solution to accommodate a whole host of different evaluation scenarios:



Award – recommendation and finalizing award, and the communication of this to your supplier community is automated with ProcureNow. This example shows how not just lowest bidder, but the winner of an evaluation process can be displayed for the public with automated notification of the recommended and finalized awards.



Including construction and public works projects – ProcureNow works with numerous Public Works departments, and in some cases, we contract directly with the public works department. Our customers love ProcureNow for public works and construction projects because we make designing the electronic bid and bid sheets easy and intuitive. Bidders are intuitively guided through these very complex bids, and ProcureNow helps ensure the format is understood and followed. Finally, tabulating lowest price/responsive/responsible is easy with ProcureNow – communicating responses (with virtual bid openings) and the award process are fully automated, transparent, and compliant.



Allow for large attachments such as construction drawings

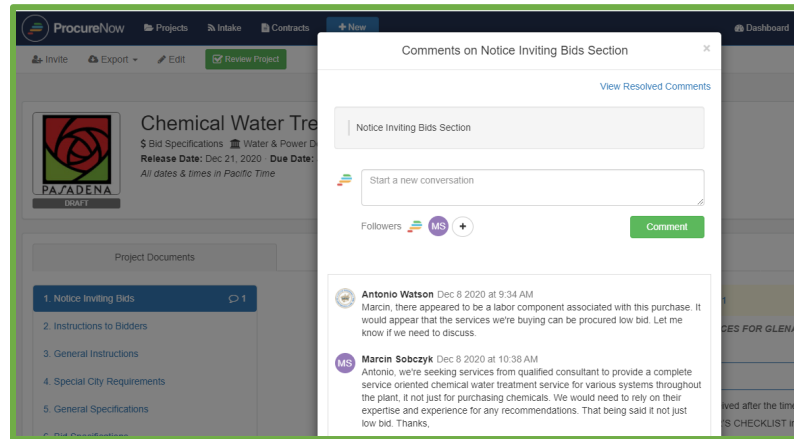
ProcureNow has a very high ceiling for file size. The ceiling is only there to prevent malicious activity. Construction drawings are no problem in ProcureNow (both for agency documents and supplier responses).

Collect fees for public works projects and remit to the City on a quarterly basis with reporting.

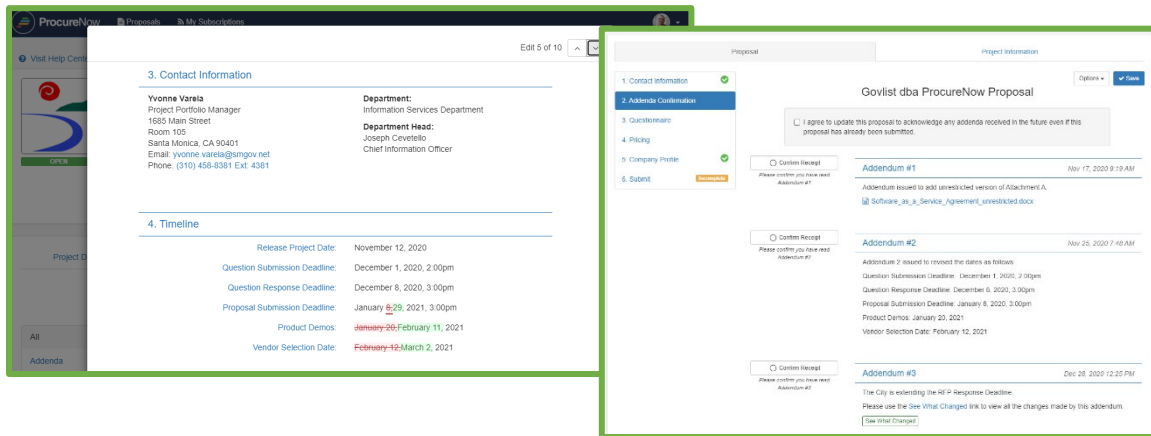
(repeated from prior response) Fee Collection for Public Works Projects: This is the one requirement that ProcureNow currently does not meet. BUT. ProcureNow has already started the work to deliver this to the City and other customers that might want the same thing. We consider this in Scope of our response and the City will be instrumental in the validation of the functionality to ensure it exceeds your needs. (Our team always leaves room in our implementation for customization requests – something that our customers REALLY enjoy about our service!)

Distribute bids timely, addenda notifications and acknowledgements, online question & answer management, secure eBidding, split/lump sum award capabilities, ad-hoc reporting, sealed lock box for large documents, access to bid specification library.

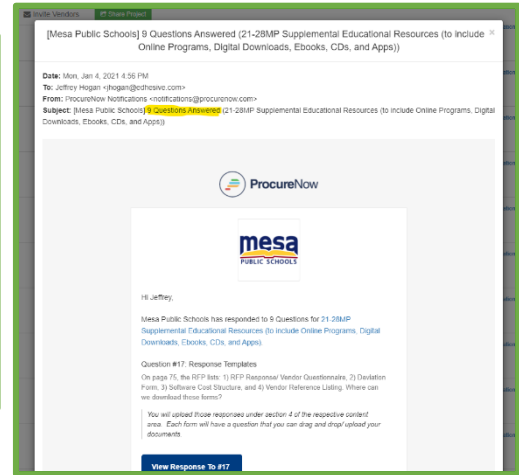
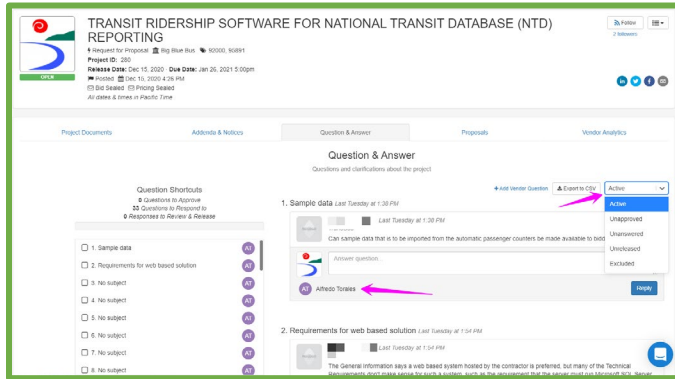
Distribute bids timely: Due to the focus of ProcureNow on operational collaboration and efficiency, our customers report they release bids on average **75% faster** and with higher quality than before ProcureNow. This is an efficiency gain that is unique to ProcureNow. The below is an example of how effective live chat/task assignment can move your solicitation development process along much more expeditiously!



addenda notifications and acknowledgements: ProcureNow features an automated version tracking capability that can be leveraged to automate the creation of addenda. Vendor get a “track changes” view of what changed with a released addendum. Suppliers must read and acknowledge addenda before submitting their bid. In the event a bidder submits their bid and then the City released an addenda, the supplier will be notified daily until they read and reconcile the new addenda.



online question & answer management: Because ProcureNow is a city-wide tool, our Q/A functionality allows the bid administrator to fully manage and collaborate/delegate questions and response drafts to anyone in the City. Once they have completed their drafts, the administrator may review, modify, and then ultimately release answer “en masse” to all vendors following the project. These notifications are logged and audited for your review at any time (second screenshot).



secure eBidding: ProcureNow is fully “Sealed bid compliant” where every response is encrypted in a manner that even ProcureNow administrators do not have access to the response until the due date has passed and bids have officially be unsealed. Our entire platform is transacted securely using encryption at the network and application level.

Proposals
List of vendor proposals submitted in response to the project

[Export to CSV](#)

| Status | Vendor | Contact info | Submission Date |
|-------------|------------------------------------|---|----------------------|
| ✓ Submitted | BrightView Landscape Services | Chequita McCullough chequita.mccullough@brightview.com (408) 223-5962 | Jan 8, 2020 2:33 PM |
| ✓ Submitted | Joels Landscaping and Concrete INC | Jaime Alvarado jaimea@joesc.com (209) 862-2004 Ext. 1003 | Jan 18, 2020 2:42 PM |
| ✓ Submitted | Mike Davis Landscape Services | Mike Davis mdlandscape@aol.com | Jan 20, 2020 8:37 AM |
| ✓ Submitted | Terracare Associates, LLC | Dave Mortensen dave.mortensen@myterracare.net (720) 289-5822 | Jan 20, 2020 1:10 PM |

If you have received proposals externally, you can use the button below to manually add them.

[+ Add Proposal](#)

split/lump sum award capabilities: ProcureNow can take an excel spreadsheet of bid items and import them into an electronic pricing table that bidders can respond to. ProcureNow supports “base bid and alternate bids”, “line item bidding”, “rate sheets”, etc. Once collected, these are viewable side by side during the tabulation process. ProcureNow allows you to select one or more tables and/or rows to add to return who is offering the lowest bid for the options selected. Bid Administrators may also review all the forms that were collected to ensure responsiveness, and ultimately can disqualify bidders if they fail to meet the minimum requirements

Selected Vendor Totals

| | | | | | |
|-----------------------|---------------------------|------------------------|------------------|-------------------|----------|
| #1 My Electrician Inc | #2 Servitok Electric, Inc | #3 Aestak Construction | #4 Best Electric | #5 Baker Electric | #6 E... |
| \$127,000.00 | \$140,000.00 | \$377,720.00 | \$242,942.00 | \$298,047.77 | \$339... |

West Valley Facility

| Description | Unit of M... | Aestak Construction | | | Baker Electric | | |
|--|--------------|---------------------|-------------|-------------|----------------|-------------|-------------|
| | | Quantity | Unit Cost | Total | Quantity | Unit Cost | Total |
| (Div 2) Install C.L. Fence on Ex. CMU Wall | LF | 90 | \$122.00 | \$10,980.00 | 90 | \$277.86 | \$25,007.40 |
| (Div 2) Trench Cap (8" PCC) | LF | 150 | \$200.00 | \$30,000.00 | 150 | \$380.71 | \$57,106.50 |
| (Div 2) Pavement Markings/Striping (Paint) | LS | 1 | \$3,000.00 | \$3,000.00 | 1 | \$26,933.31 | \$26,933.31 |
| (Div 26) Remove and relocate existing fence | LS | 1 | \$3,000.00 | \$3,000.00 | 1 | \$40,465.87 | \$40,465.87 |
| (Div 26) 120 volt branch circuits and conduits | LS | 1 | \$20,000.00 | \$20,000.00 | 1 | \$36,346.09 | \$36,346.09 |
| (Div 26) 480 volt branch circuits and conduits | LS | 1 | \$20,000.00 | \$20,000.00 | 1 | \$63,992.12 | \$63,992.12 |
| (Div 26) Mounting hardware and accessories | LS | 1 | \$10,000.00 | \$10,000.00 | 1 | \$4,248.45 | \$4,248.45 |
| (Div 26) DC cables and conduits | LS | 1 | \$25,000.00 | \$25,000.00 | 1 | \$8,424.29 | \$8,424.29 |
| (Div 26) Data cables and conduits | LS | 1 | \$25,000.00 | \$25,000.00 | 1 | \$8,431.73 | \$8,431.73 |
| (Div 26) Grounding system | LS | 1 | \$3,000.00 | \$3,000.00 | 1 | \$7,611.66 | \$7,611.66 |

DISQUALIFY PROPOSAL

Disqualify the proposal when it does not meet minimum requirements and should be removed from the evaluation and selection process. Vendors will see when their proposal has been disqualified.

Disqualify Proposal

EXCLUDE PROPOSAL FROM FURTHER EVALUATION

Exclude the proposal when it will not be part of future evaluation scoring or considered for award. Excluded proposals will still appear on scorecards, but will have their scores locked. Vendors will not see when their proposal has been excluded.

Exclude Proposal

Line Item Bidding/Awarding is also supported, where the result are vendor specific award tables that can easily be progressed into an order:

Line Item Awards by Vendor

| Service | Description | Unit of M... | Quantity | Unit Cost | Total | Award Type |
|------------------------|--|--------------|----------|-----------|------------|------------|
| RFQ-PRC1-01-0909142020 | GASKET - CUMMINS 8.3 REAR COVER | EA | 4 | \$8.34 | \$27.36 | primary |
| RFQ-PRC1-01-0909142020 | COVER, CUMMINS 8.3C+/8.9 REAR MAIN | EA | 2 | \$51.75 | \$103.50 | primary |
| RFQ-PRC1-01-0909142020 | PUMP, CUMMINS 8.9 WATER | EA | 20 | \$137.83 | \$2,756.60 | primary |
| RFQ-PRC1-01-0909142020 | CUMMINS 8.9 CRANKSHAFT POSITION SENSOR | EA | 6 | \$16.01 | \$96.06 | primary |
| RFQ-PRC1-01-0909142020 | ADAPTOR, CRANKSHAFT 8.9 | EA | 2 | \$346.03 | \$692.06 | primary |

Ad-hoc reporting: ProcureNow includes many opportunities to build custom reporting. Solicitation/Project Outreach Reports

Vendor Analytics

Vendor project interaction data

Vendor Status: Followers (261), Email Log

Project View Count: 109

Vendor Funnel: 261 (100%), 18 (6.9%), 21 (8%), 3 (1.1%), 0 (0%)

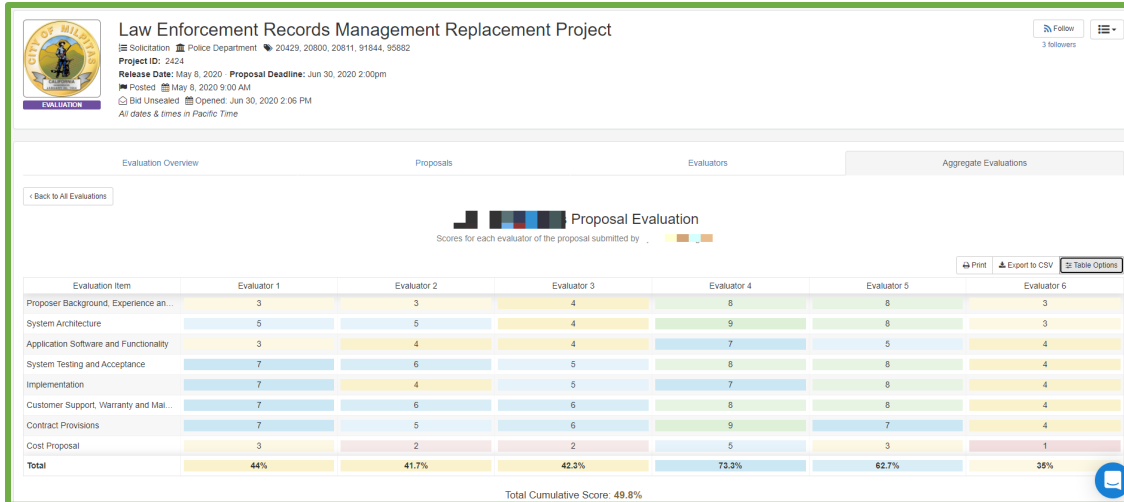
Vendor Classifications:

| Classification | Number of Vendors | % of Total Vendors |
|---------------------------------------|-------------------|--------------------|
| Certified Small Business | 47 | 17.95% |
| Disabled Veterans Business Enterprise | 1 | 0.38% |
| Minority Business Enterprise | 24 | 8.73% |
| Women Business Enterprise | 18 | 6.55% |

Vendor List:

| Vendor | Notified | Followed | Downloaded | Applied | No Bid | Sub |
|-----------------------------------|----------|----------|------------|---------|--------|-----|
| Baseline Environmental Consulting | ✓ | ✓ | ✓ | | | |
| Kimley-Horn | ✓ | ✓ | ✓ | | | |
| Lisa Wise Consulting, Inc. | ✓ | ✓ | ✓ | | | |
| MVE - Partners | ✓ | ✓ | ✓ | ✓ | | |
| M.Group | ✓ | ✓ | ✓ | | | |
| PlaceWorks | ✓ | ✓ | ✓ | | | |

Bid Specific Reporting



Evaluation Results

Activity and Management Reports – Project, Procurement Category, Category Code, Contract, Dollar Threshold (Amount), are all covered by filters, searching, and exporting capabilities built into the software.

Filter Type
 Template
 Select...
 Evaluation
 Intake
 Invitation For Bid
 Post
 Request For Proposal
 Request For Quote
 Solicitation

Project List:

| Item | Description | Status | Category | Project ID | Days Ago |
|---------------|---------------|---------|--------------|------------|-------------|
| 2020 Urban... | 2020 Urban... | OPEN | Public Works | 2440 | 17 days ago |
| Field Ren... | Field Ren... | PENDING | Public Works | 2440 | 4 days ago |
| Hot Aspha... | Hot Aspha... | CLOSED | Public Works | 2440 | 16 days ago |
| Armored C... | Armored C... | CLOSED | Public Works | 2440 | 7 days ago |
| PPE for F... | PPE for F... | CLOSED | Public Works | 2440 | 7 days ago |

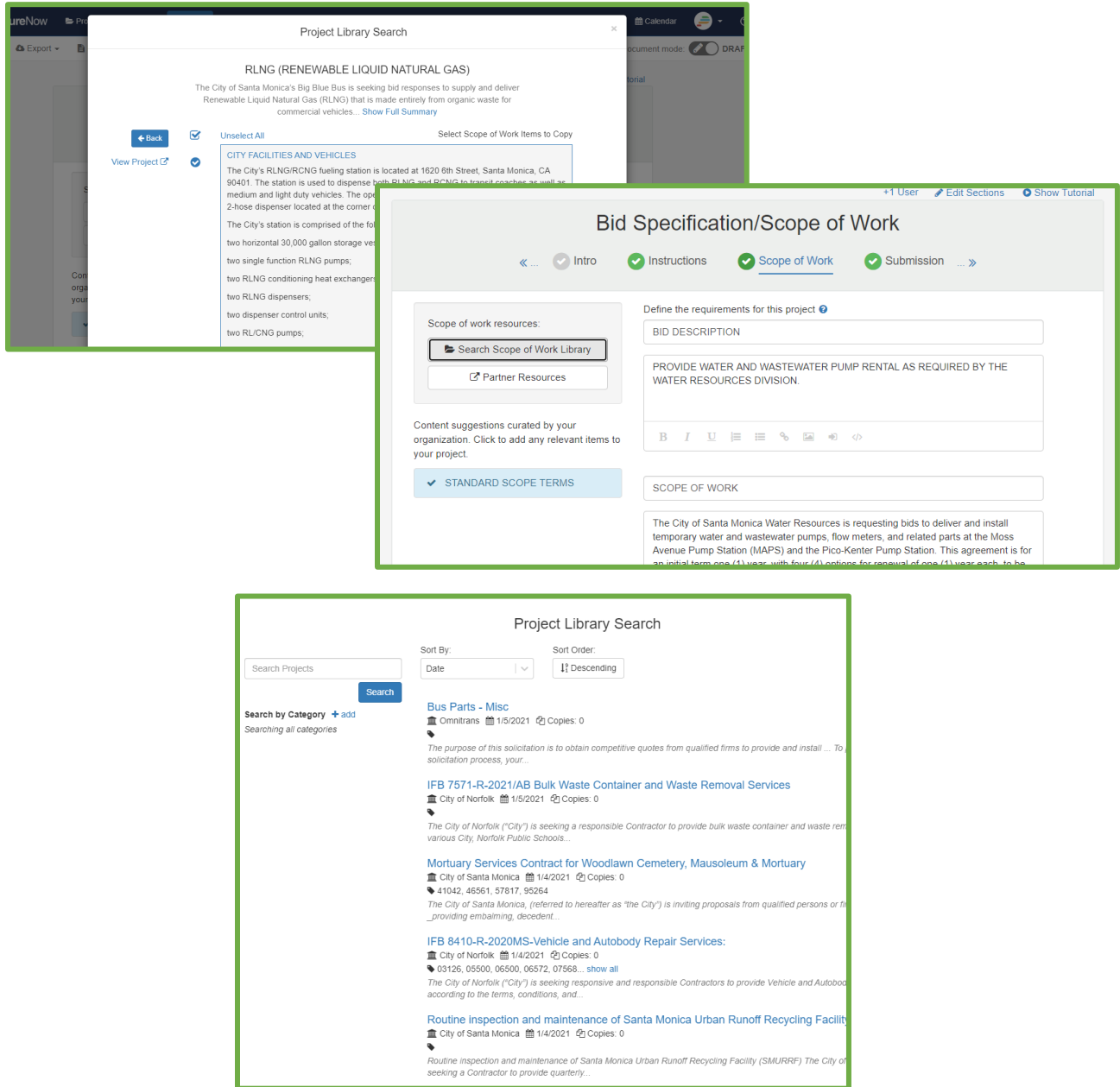
Vendor Reports and Searches; Reports, and savable filters are available throughout the ProcureNow toolset:

Vendor List (367)

| Vendor | Subscriber | Email | Address | City | State | Zip | Phone | Website | Date Added | Category Codes | Search... |
|--------------------------------------|----------------------|-----------------------|---------------------|-----------------|-------|-------|----------------|-----------------------|------------|--------------------------|----------------|
| 9 TO 5 COMPUTER | RICHARD RAAB | richardraab@9to5co... | 3948 3RD ST SO... | Jacksonville... | FL | 32250 | (904) 280-2544 | www.9to5computer... | 6/28/2020 | 20400, 25500, 20410, ... | Vendor |
| AFL INTERNATIONAL CONSULTING S | Francisco Arosteg... | franciscoarostegu@... | 14305 SW 172 ST | MIAMI | FL | 33177 | (786) 332-8095 | https://www.aflcos... | 6/28/2020 | 20496, 20491, 20495, ... | Subscriber |
| CCT Technologies Inc. dba. Comput... | Mandy Yagoubi | myagoubi@cctd.com | 482 W. San Carl... | San Jose | CA | 95110 | | www.cctd.com | 6/28/2020 | 20471, 20468, 20464, ... | Email |
| Can-Am IT Solutions | Johan Rahaqjo | jahaqjo@canamit.com | 1333 Corporate ... | Living | TX | 75038 | | www.canamit.com | 6/28/2020 | 47552, 20453, 20448, ... | Address |
| Coast to Coast Computer Products | Rachel Feller | rhele@coastcoast.com | 4277 Valley Far ... | Simi Valley | CA | 91063 | | www.coastcoast.com | 6/28/2020 | 20487, 20482, 20484, ... | City |
| DakTech, Inc. | Ryan Surman | rsurman@daktech.com | 3052 36th St SW | Fargo | ND | 58104 | | www.daktech.com | 6/28/2020 | 84076, 20447, 20446, ... | State |
| Data Exchange Corporation | Mina Milosevic | mmilosevic@dex.com | 3600 Via Pescad... | Camarillo | CA | 93012 | | http://www.dex.com/ | 8/17/2020 | 20300, 20400, 20500, ... | Zip |
| Data Memory Systems, Inc | Nancy Gagne | ngagne@datamem.com | 24 Keeleway D... | Salem | NH | 03079 | (800) 642-7466 | https://www.datame... | 6/28/2020 | 20400, 20435, 20442, ... | Phone |
| Elan Electronics Recycling | Jason Ram | jason@elanelec.com | 2233 S. Huron Dr. | Santa Ana | CA | 92704 | (714) 494-3242 | www.elanelectronic... | 6/28/2020 | 90626, 20491, 20496, ... | Website |
| Emergence Technologies | Scott Johnson | sjohnson@emergec.com | 11440 W. Benar... | San Diego | CA | 92127 | | www.emergec.com | 6/28/2020 | 95823, 92096, 92095, ... | Date Added |
| First Data Merchant Services, LLC | Michelle James | mjames@firstdata.com | 5565 Glenridge ... | Atlanta | GA | 30342 | | | 6/28/2020 | 20453, 20454, 20600, ... | Category Codes |

Vendor Reports

access to bid specification library: Every solicitation that the City and our other customers release become part of a searchable library where the user may copy scope/requirements sections, evaluation criteria, pricing tables, and vendor response format questions. This is available to your internal customers so they can be more empowered to build a more complete set of requirements as they collaborate with purchasing staff, if and when needed.



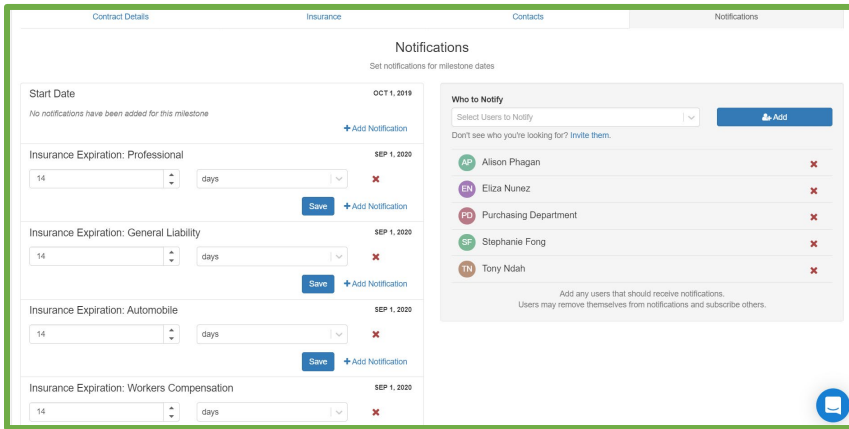
Optional features

Manage contract information including tracking subcontractor information, maintain online contract document files, view history with an audit trail, schedule tasks.

Yes. ProcureNow helps you manage the vendors associated with a project, keep and categorize all associated documents related to your contracts, and schedule tasks and milestones.

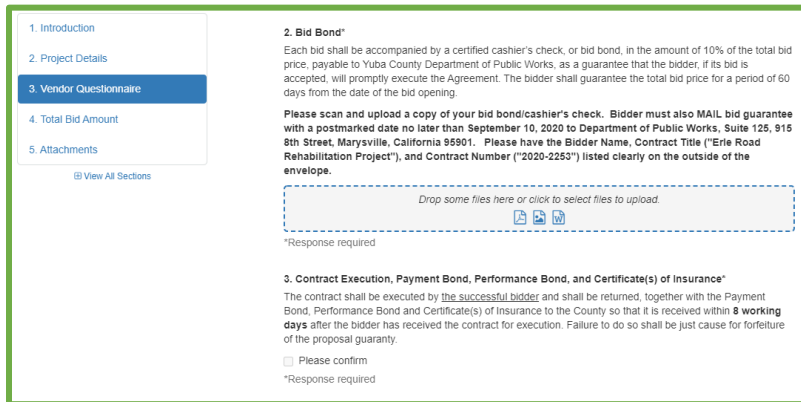
Maintain insurance certificate including broker, agent, and insurance details. Upload certificates, automate notification settings and generate reports.

Yes. For all the items listed above and more, ProcureNow will generate notifications to subscriber groups regarding important deadlines and expirations for insurance certificates. Everything you see in the screenshot is automatically generated by the system:



Maintain bonds (performance, bid, etc.) including issuer and amount. Upload bonds, automate notification settings and generate reports.

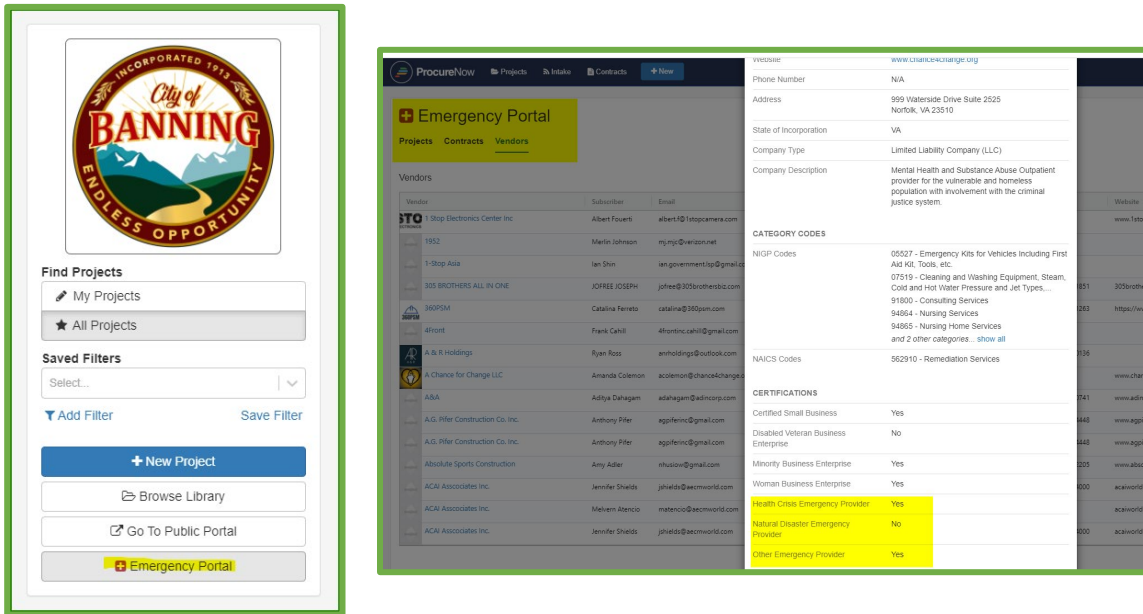
ProcureNow can properly guide vendor with detailed instructions built right into the vendor format area in the event you want to collect a scan electronically, and then have the winning bidder send only their paperwork along. That is what many of our customers do. The best part of ProcureNow is it's flexible to meet you where you are today and modernize that practice with deep boilerplate capabilities.



You may also utilize an electronic bid bond service and have the bidder enter the transaction number as an input field.

Manage vendors that provide goods and services in the event of an emergency.

ProcureNow includes an Emergency Vendors, Bids, and Contracts portal available to all customers that gives you a searchable database of resources available to you in the event of a natural disaster, public health crisis, or other emergency.



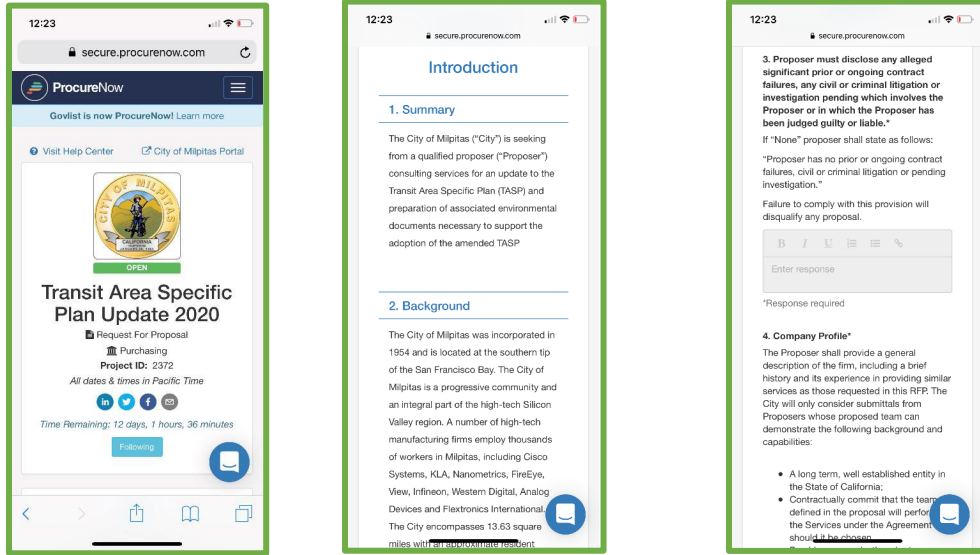
Ensure that the vendor information is current and allow user access throughout the organization.

ProcureNow leverage an email verification system that periodically checks the validity of the email. Accounts that bounce back are flagged to be disabled. This ensures the account is actually delivering notifications to a bidder who is reading the message.

All City-wide users will have access to the searchable vendor database.

Accessible via phone even during internet outage.

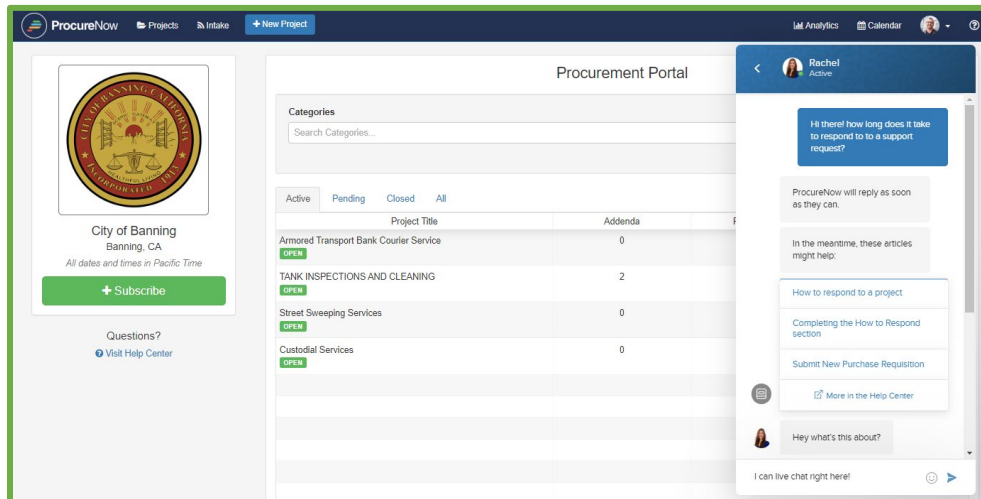
Yes. EVERY feature in ProcureNow, both internally and for suppliers, is 100% compatible on any mobile device with a browser. Response times are very fast which ensure responsiveness, even over a cellular connection.



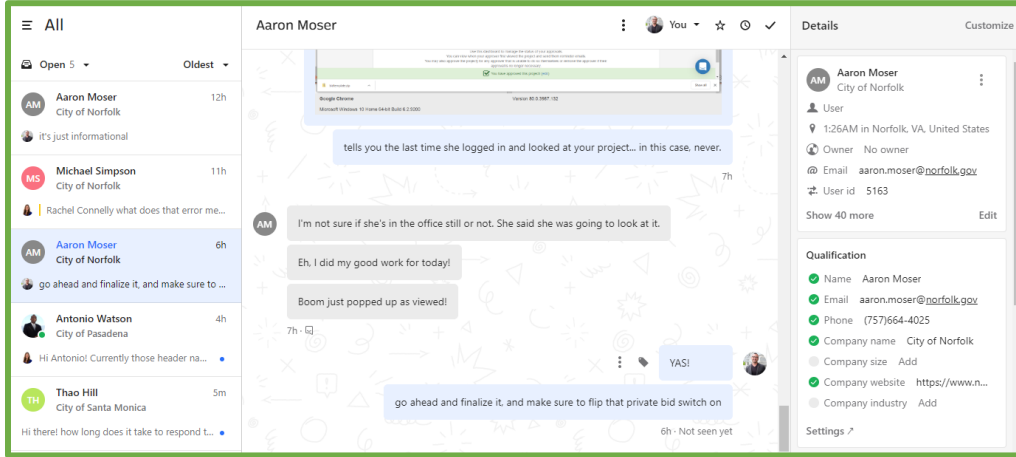
Quality Services and Support

In addition, a vendor that can provide quality services and support (during business hours, PDT) are important. The focus of the vendor should be customer satisfaction through consistent quality of all services provided. Vendors should demonstrate a commitment to continuous improvement of their product and services.

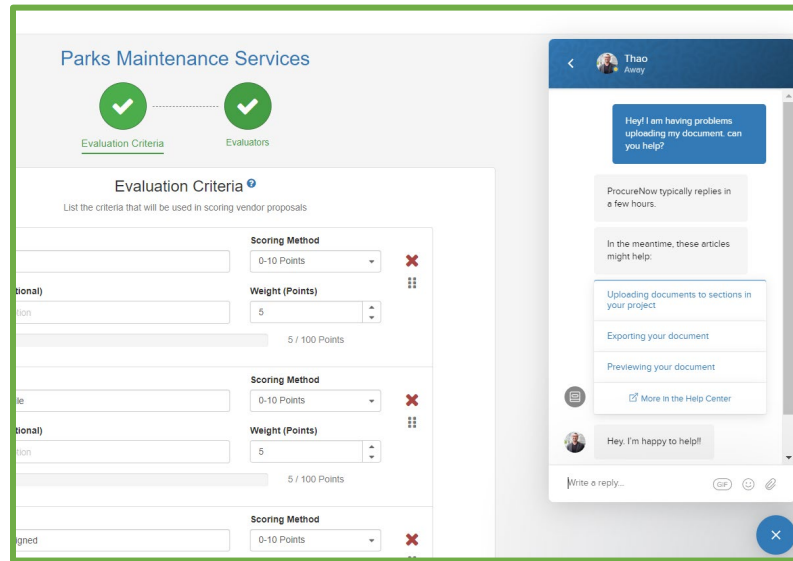
ProcureNow offers both you and your vendors/suppliers the best possible technical support in the industry, guaranteed. We provide in application live chat with our local government expert support team from 5AM to 5PM PST. We also provide phone and email support, although our interactive live chat is by far the most popular with bidders and customers. We are Located in the lower right hand corner of the application at all times. Our response is usually within 5 minutes of asking for assistance. In-application real time support is UNPRECEDENTED for government eProcurement platforms, and we are the first to provide this.



Every ProcureNow team member is tethered to a **near real-time support channel** on their laptops and mobile devices, and we're happy to help both City users and vendors. In-application chat, email, and phone, are all connected to a single system. We have a built-in FAQ and online help that guesses which articles are the best for you depending on the question you type. See a screenshot below. All user contact information is readily available in the event we should need to pick up the phone and call. All users can track their entire conversation here as well.



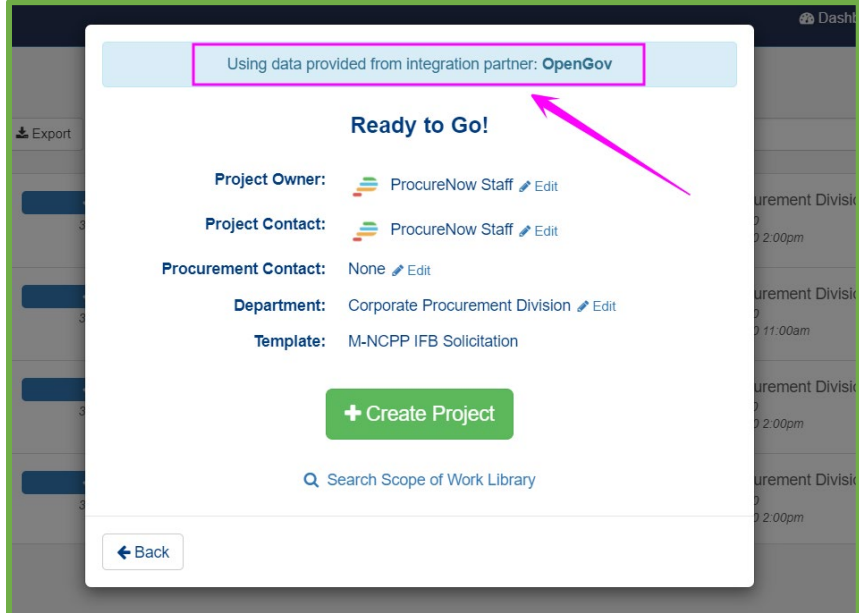
Support and Service Levels: ProcureNow provides **100% US Based** Email, Telephone, and most importantly Live In-Application Support for all users (staff and vendors). We are literally “with you every step of the way”. We will guarantee the most responsive support in the industry.



Integration Overview

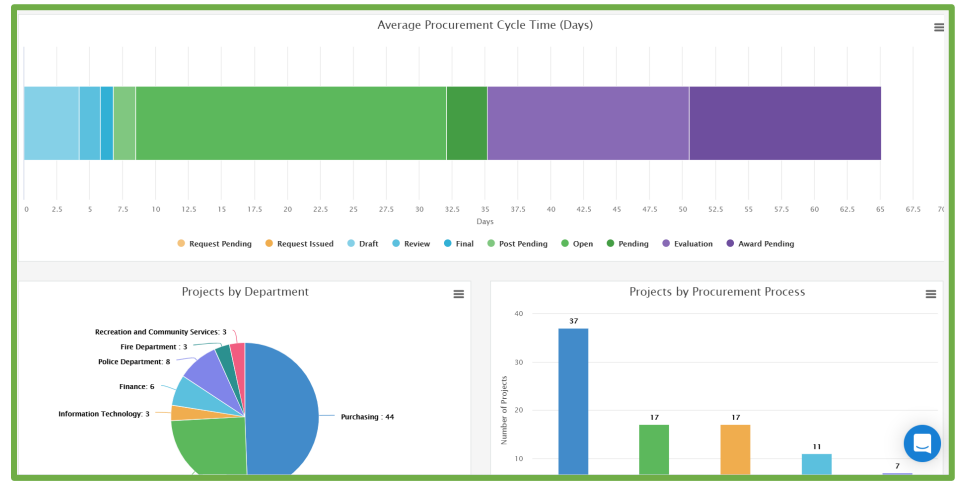
As the City has made a significant investment in Tyler Munis for the City’s Enterprise Resource Planning for Financials and OnBase for Document Management, any eProcurement solution would ideally integrate. Request for proposal responses and associated documents uploaded into OnBase.

ProcureNow has an “out of the box” integration path with ERP systems, where requisition and work orders from ERPs can be leveraged to build bid opportunities and to connect back with the ERP to track spending. We have a formal integration built with OpenGov ERP. Other ERPs are welcome to reach out to us to complete round trip integrations – we stand ready with completed API Interfaces:



Finally, this example shows how customers can connect to a live “machine readable feed” that can be consumed by any third-party reporting tool: <https://secure.api.procurennow.com/api/v1/government/milpitas-ca/project/public>

That can produce results like this:



The vendor is responsible for verification of all licensing, integration, and functionality should they specify a system that is dependent on a specific feature of the City's current environment.

The City's ProcureNow license is the only license needed in order to fully operate ProcureNow.

Collaboration with Applications

The City website is www.citymb.info. The website serves as a tool for search, retrieval and sharing of information that is of interest to the public. It also contains bill payment and citizen request management functionality. www.citymb.info is hosted by Vision Internet and integrates with or links to respective vendors as depicted below:

| FUNCTION | VENDOR |
|--|--|
| Website Content Management Solution and Support | Granicus-Vision Internet |
| Public Records Request Management | GovQA (WebQA) |
| Document Management Solution (archived city documents) | Highland OnBase hosted by City of Manhattan Beach |
| Social Media | Facebook, Twitter, Instagram, YouTube, and Nixle, etc. |

Website Integration Examples

City of Vista, CA (Granicus/Vision Website)

- <https://www.cityofvista.com/business/bids-rfp-s>

City of Brentwood, Tennessee (Granicus Website)

- <https://www.brentwoodtn.gov/departments/finance/purchasing-program/current-bids-rfp-s> (Main Bids & RFPs page – Embedded)

City of West Sacramento, CA (Granicus Website)

- <https://www.cityofwestsacramento.org/business/invitation-to-bid>

The City of Norfolk (CivicPlus Website)

- <https://www.norfolk.gov/270/Purchasing> (main purchasing home page)
- <https://www.norfolk.gov/4969/Procure-Now> (ProcureNow link - embedded)

Public Records Request Management

We currently don't have any examples to share, but are keen to understand how you'd like for us to interact with GovQA

Document Management Solution (archived city documents)

With ProcureNow, you can download a zip file of all the proposal documentation. We would very much like to understand further your desire for us to work with OnBase, and pursue that for future capabilities.

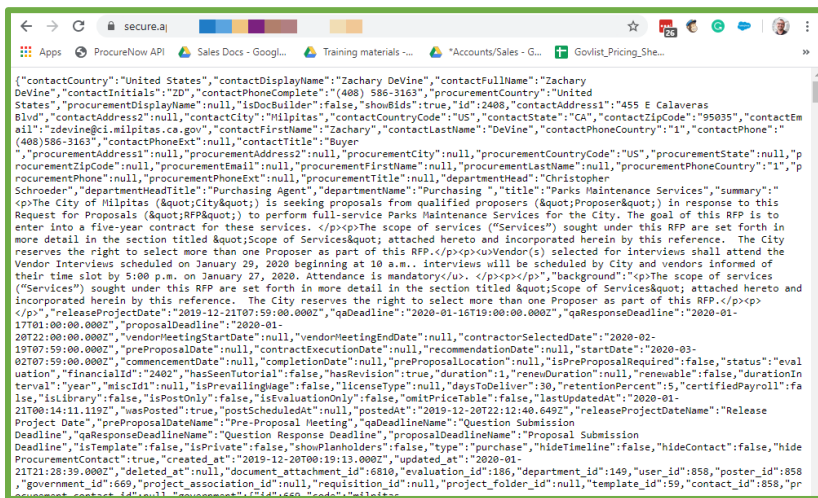
Social Media

Our solution was built to “Play nice” with social media tools. Typically, this is a one click post capability:



As the City has made a significant investment in the current website technology, any eProcurement that can integrate with existing application features and functionality is desired.

Below is a screenshot of an RFP that’s completely machine readable. This means any system with security and authentication may access and retrieve all information available in your ProcureNow instance. This level of application “openness” is unprecedented for the government eProcurement industry.



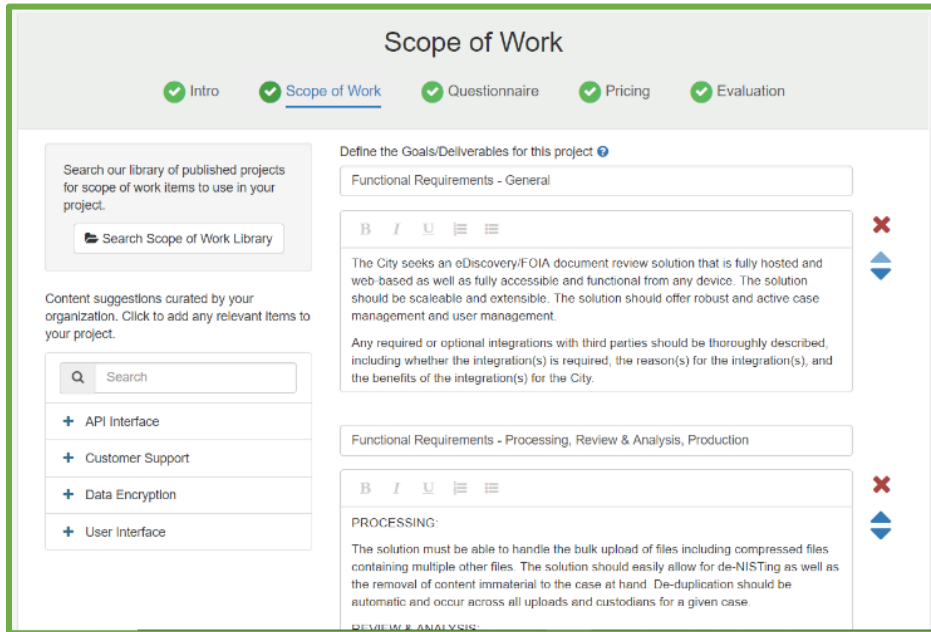
Project Scope and Requirements

Vendor must reply to all features outlined in attached spreadsheet with an appropriate response indicating whether your applications support natively (“Yes”) or does not support (“No”) the desired feature with a brief description. Further details and any essential undefined features vendor wishes to submit for consideration may be attached.

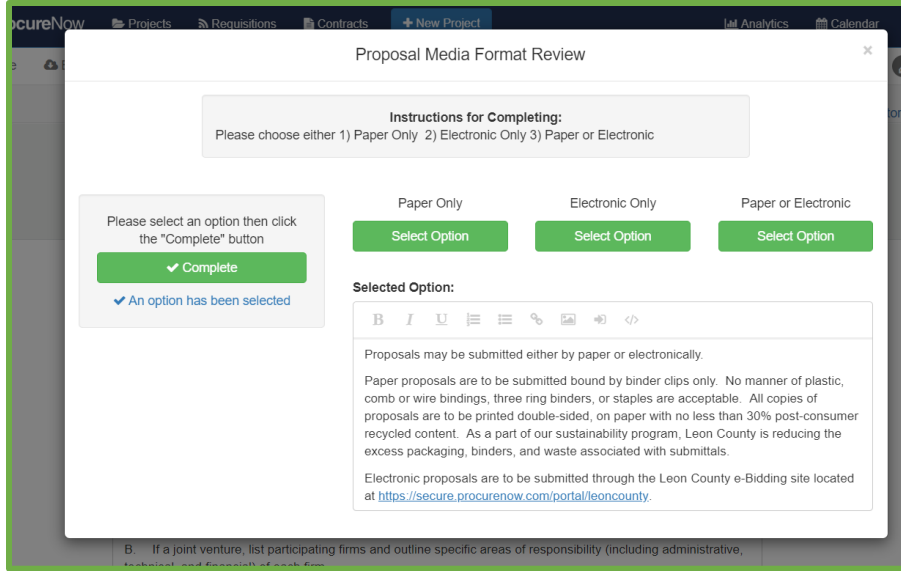
PROCURENOW Note: Many of the details of our ability to meet/exceed the City’s requirements have been listed above, and where applicable, we have either copied the previous response (for convenience – apologies for the added length), or included a hyperlink to the location of the earlier response.

| Scope of Work | Responses |
|---|-----------|
| Bid Creation | |
| Does the solution house a library of frequently used language in order for the end-user to build a bid specification? This will also ensure that important criteria are not missed in the specifications. | Yes |

For procurement team members and project lead staff, making requests and collaborating purchasing projects and scopes of works can be painful and daunting – historically done with an inefficient combination of word processors, spreadsheets, phone calls, emails, and knocking on doors. It’s the existing tools and legacy software that make the process more painful and problematic.

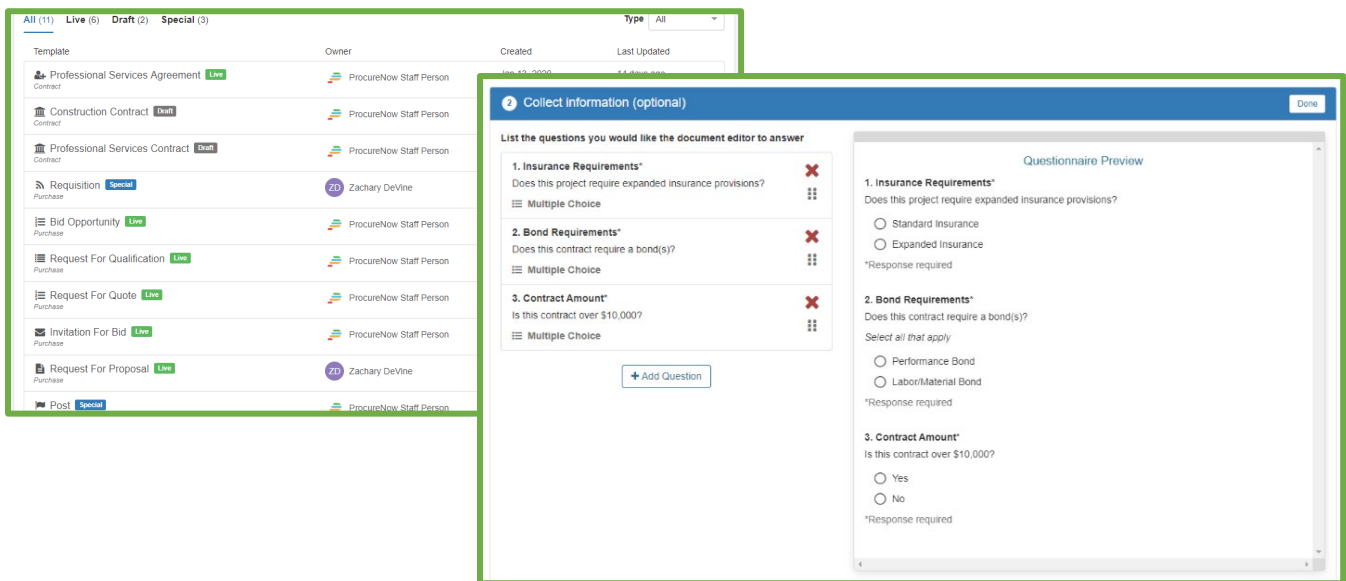


ProcureNow’s SOLICITATION BUILDER is an easy to use portal to help agencies write, track, and review your RFPs and bid projects... managing scopes of work, project deadlines, vendor questions, pricing tables, compliant evaluation processes, terms and conditions language, public notices, and everything else that goes into making a successful sourcing event... from beginning to end.

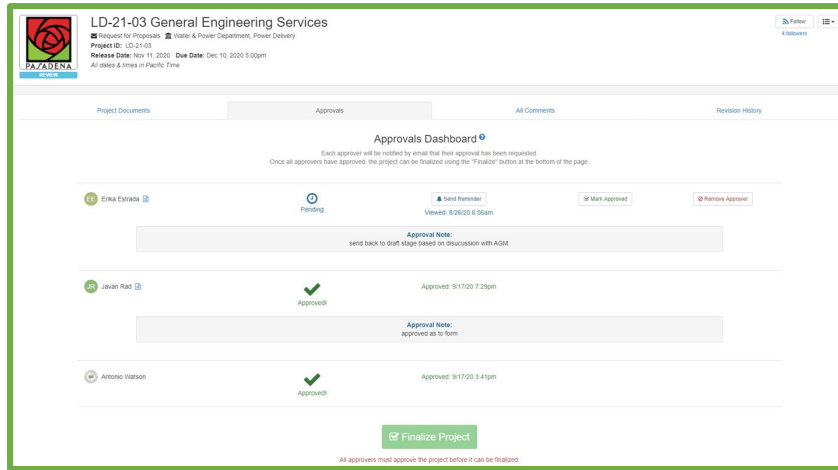


It has built in collaboration and reviewing, allowing project team members to focus on their piece of the project. Insights and reports allow all the stakeholders involved to track project status and get ahead of the workload. The ProcureNow solution will ensure you are using your most up-to-date set of terms and conditions and vendor guidelines while simultaneously offering all staff a convenient place to collaborate on scopes of works using a searchable scope of work library.

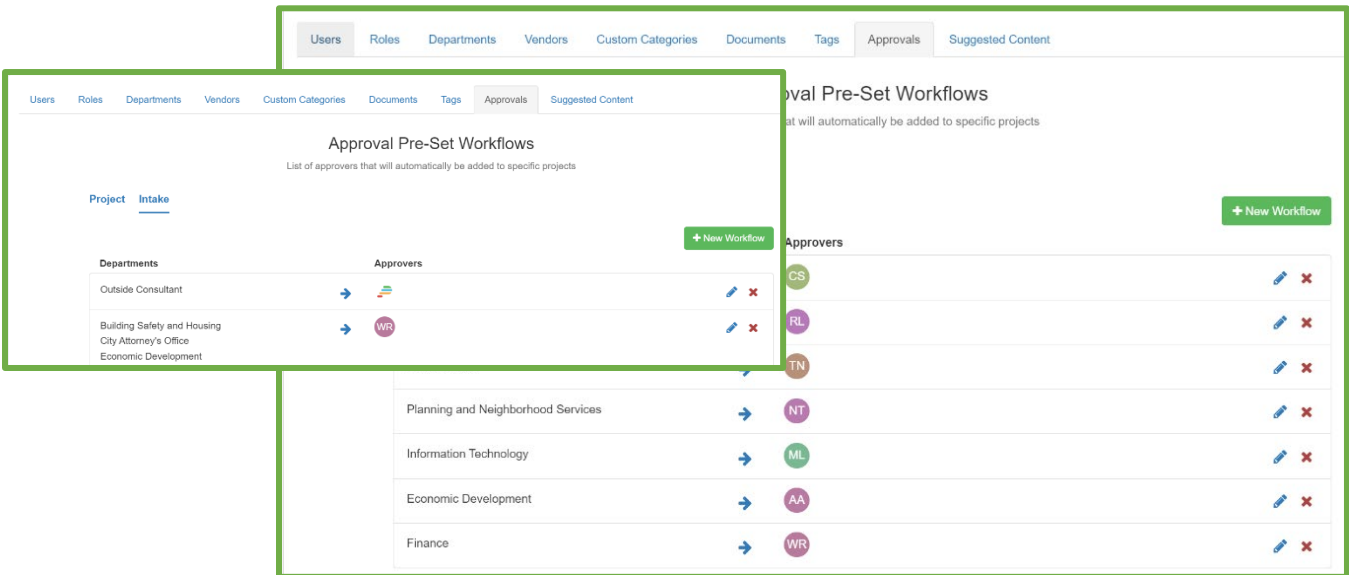
This is core to what ProcureNow does. ProcureNow includes an intuitive yet comprehensive template and clause management system that allows you to combine the compliant language that is unique to the City with the rules and policies set forth. Whether the City chooses to manage at the clause level or at the document level ProcureNow supports either. The result is a “turbo-tax like flow” each time one of the templates/workflows are invoked for a project:



In this example screenshot, we have the Head of Procurement (Erika), the Attorney (Javan), and the Buyer (Antonio) who are the default approvers on this particular project, all able to receive review/approval requests through our comprehensive, efficient, easily adoptable, roles-based review/approval system.



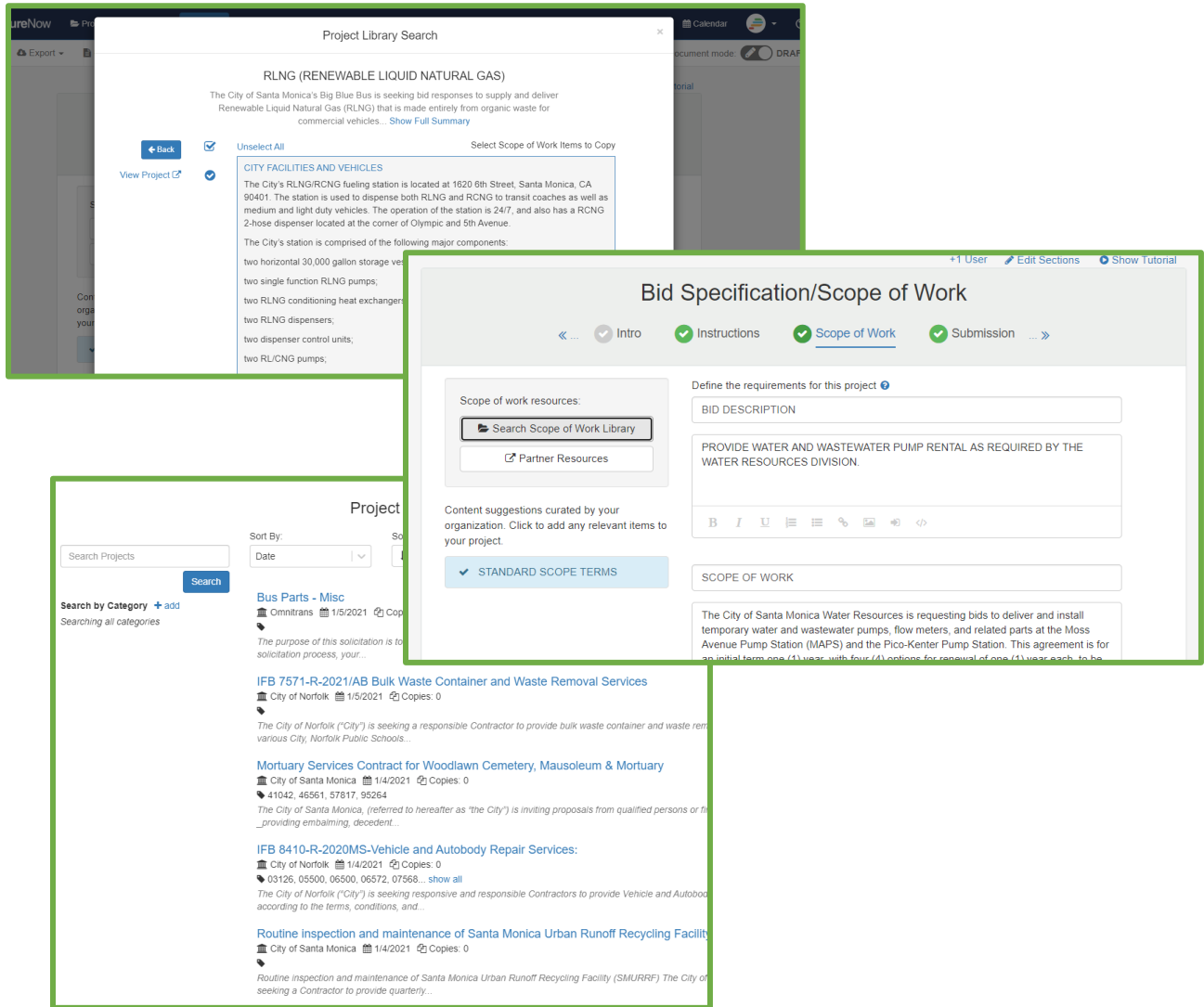
Workflows can be added to both the project request as well as review/ approval of the draft solicitation:



| | |
|--|------------|
| <p>Does the solution contain a library of past bids from other public agencies as well as the City of Manhattan Beach? This will assist end-users with their research in order to build specifications. How long are past bids held in the solution?</p> | <p>Yes</p> |
|--|------------|

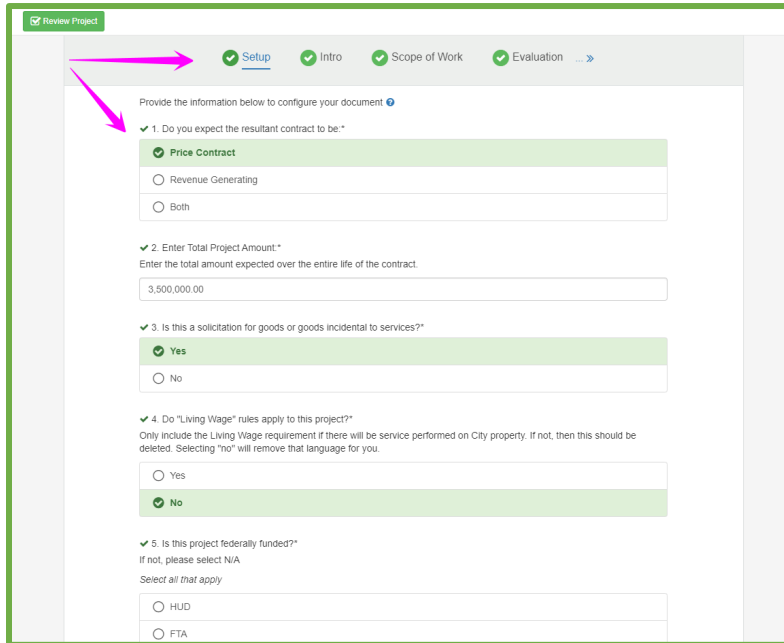
Every solicitation that the City and our other customers release become part of a searchable library where the user may copy scope/requirements sections, evaluation criteria, pricing tables, and vendor response format questions. This is available to your internal customers so they can be more empowered to build a more complete

set of requirements as they collaborate with purchasing staff, if and when needed. These documents are dated and kept in perpetuity.

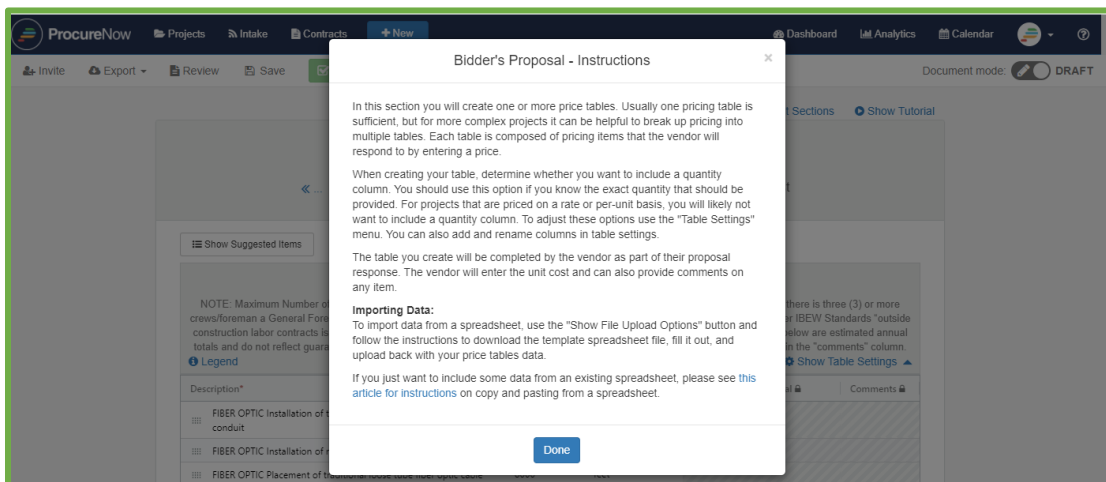


Is there a guided specification writer native to the solution? Yes

Building a bid with ProcureNow is easy because we build the instructions and training directly into the product experience and customize it to City’s terminology and process. Then, our interfaces step the user through the process from draft to release. Finally, we incorporate visual indicators to guide users through what is complete and what needs more work.



Every interface is painstakingly designed with training and intuition in mind. Our California headquartered (Sacramento based!) team leans on their years of experience in UI Design to ensure the City team and your bidders will never get stuck wondering where to go next.



The City may customize and place instructions blocks anywhere in the application that pop up and guide the user when appropriate.

ProcureNow is the only system that was built to build your complete solicitation from drafting the scope of work to drafting the contract, and everything in between – all with intuitive automation. Our system will eliminate duplicate entry.

Summary

The City of Tucson intends to establish a term requirements contract for **ULTRA HIGH PURITY (UHP) GASES AND WELDING GASES AND SUPPLIES**, as per specifications, to be delivered F.O.B. to various locations in the Tucson Metropolitan area or to be available for pick up from local inventory as required.

Write a summary. Keep it short and snappy. Limit it to 1 to 3 paragraphs

Background (optional)

Enter Text (optional)

Add some background info. This is optional - Just leave it blank if you don't need it

Timeline

The timeline has been set using a standard timeline based on best practices. Please update any dates to fit your project needs.

Single Point of Entry

| | |
|------------------------------|------------------------|
| Release Project Date | Nov 9, 2020 |
| Question Submission Deadline | Nov 24, 2020 at 2:00pm |
| Question Response Deadline | Dec 1, 2020 at 3:00pm |
| Proposal Submission Deadline | Dec 7, 2020 at 2:00pm |
| Contractor Selection Date | May 4, 2021 |

PROPOSAL NUMBER: 212532

PROPOSAL SUBMISSION DEADLINE: December 7, 2020, 2:00 pm LOCAL AZ TIME

PROPOSAL SUBMITTAL LOCATION: Business Services Department
255 W. Alameda, 6th Floor, Tucson, AZ 85701

MATERIAL OR SERVICE: ULTRA-HIGH PURITY AND INDUSTRIAL GASES AND SUPPLIES

PRE-PROPOSAL MEETING: Nov 10, 2020
TIME: 11:59 pm
LOCATION: Conference Room A

CONTRACT OFFICER: Andrew Klos
TELEPHONE NUMBER: (520) 837-6685
andrew.klos@tucsonaz.gov

PUBLISH DATE: November 9, 2020

Not entered by user/generated by ProcureNow

Here, one can see how you can attach related documents to the bid. If anyone changes ANY part of the bid, including these documents, it is audited. Every character change is audited. See below from Mesa Public Schools. We have truly thought of everything as it relates to ensuring the process for building a high quality bid/RFP. Our customers see on average a 75% decrease in the amount of time it takes to prepare a bid!

Save History

- Patty Northey (PN) Last Friday at 10:40 AM
- Patty Northey (PN) Last Friday at 10:40 AM
- Patty Northey (PN) Last Friday at 10:40 AM
- Patty Northey (PN) Last Friday at 10:34 AM
- ProcureNow Bot Last Thursday at 11:00 AM

11. Vendor Questionnaire

1. There are two separate sections (Part A and/or Part B) that you can respond to. For which section(s) are you submitting a response?

Part A only - Allison transmissions
 Part B only - Light-medium trucks, vans, SUV, and sedan transmissions
 Both: Part A & Part B

*Response required

Auto Transmission Service, Repair, Replacement

Request for Proposal: Vehicle Maintenance - 92800
Project ID: 21-16MP
Release Date: Oct 8, 2020 Due Date: Oct 23, 2020 2:00pm Selection Date: Oct 28, 2020
Posted: Oct 8, 2020 11:00 AM
E-Bid Sealed E-Bidding Sealed
All dates & times in Mountain Time - Arizona

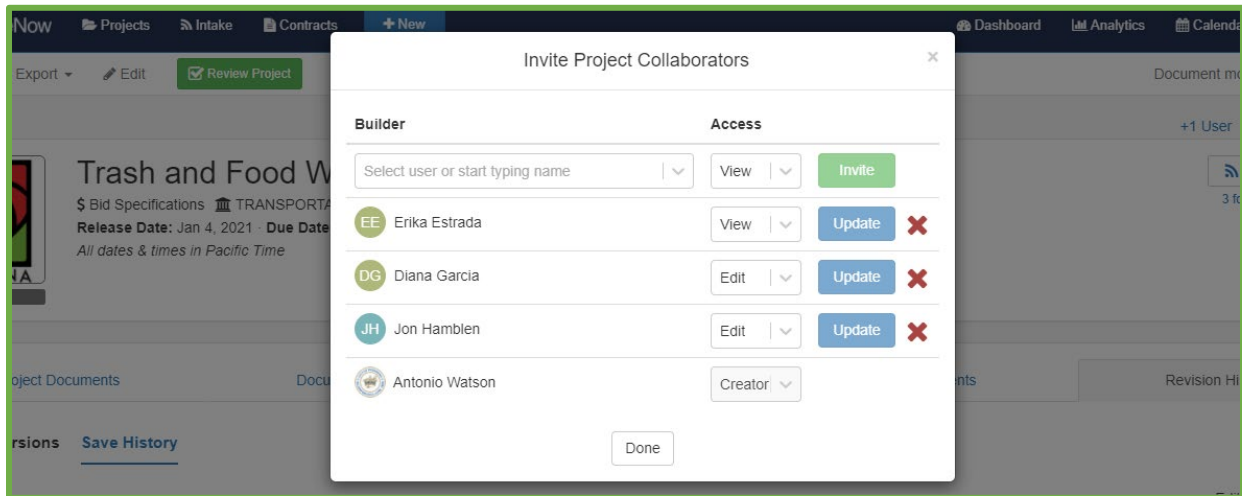
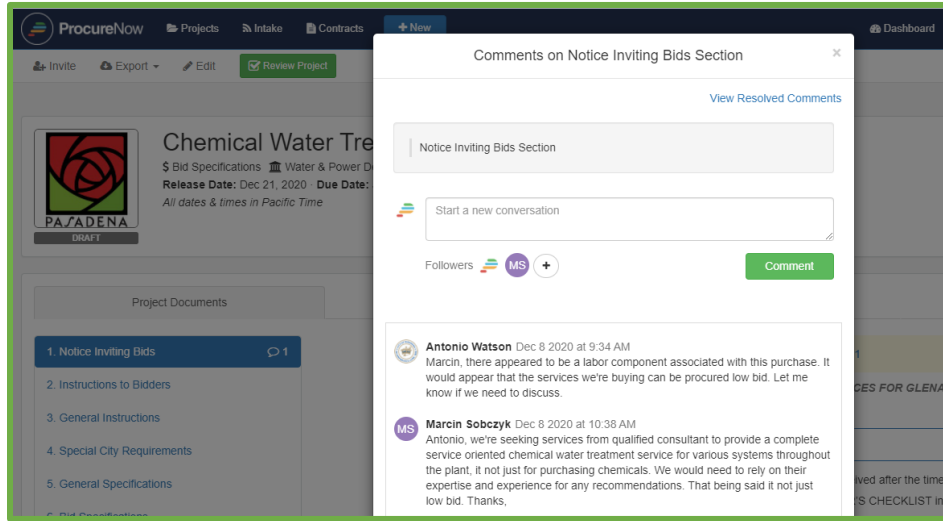
Document Versions

| Document Versions | Document Versions |
|---|-------------------|
| Abdouram #1 Oct 8, 2020 10:57 AM | |
| Publicly Posted Document Oct 8, 2020 11:00 AM | |
| Status Changed: Review -> Final Oct 8, 2020 10:22 AM | |
| Status Changed: Draft -> Review Oct 8, 2020 10:22 AM | |
| Original Template Oct 8, 2020 10:58 AM | |

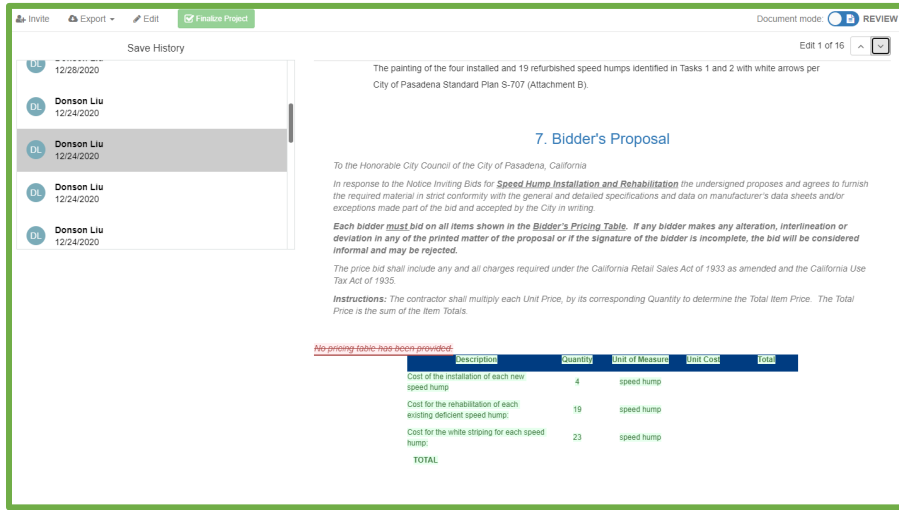
| | |
|--|-----|
| Is there a collaboration or file sharing tool so that multiple staff can work on bid specifications? | Yes |
|--|-----|

Multiple users can collaborate and share on a single project in real time.

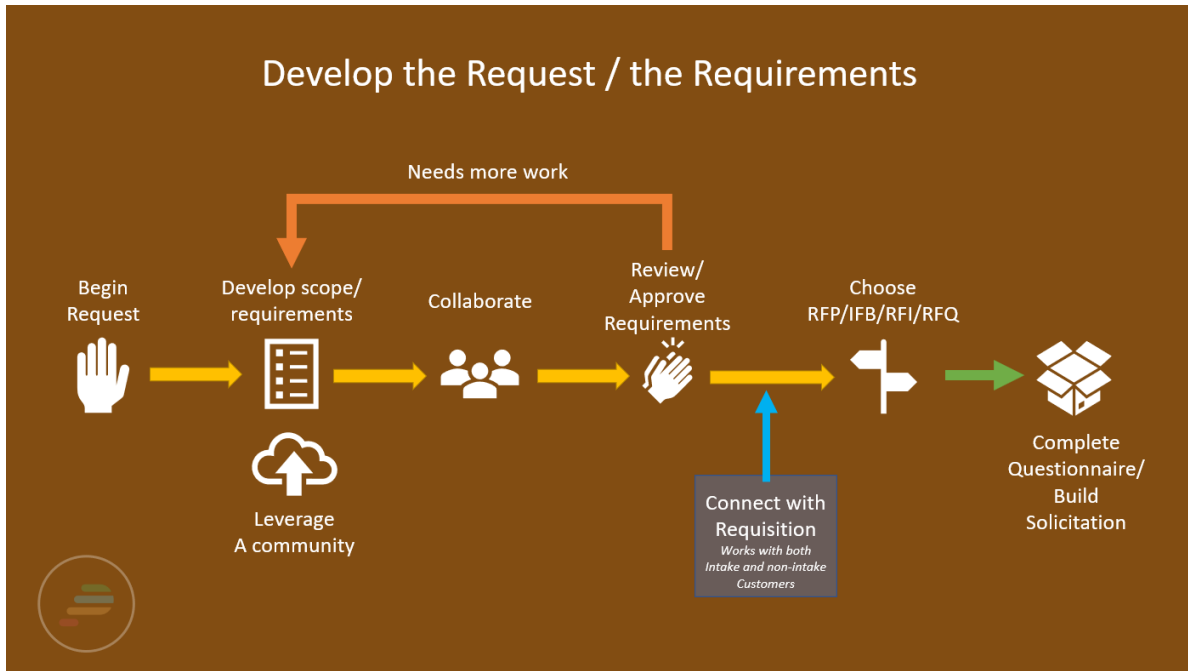
Due to the focus of ProcureNow on operational collaboration and efficiency, our customers report they release bids on average **75% faster** and with higher quality than before ProcureNow. This is an efficiency gain that is unique to ProcureNow. The below is an example of how effective live chat/task assignment can move your solicitation development process along much more expeditiously!



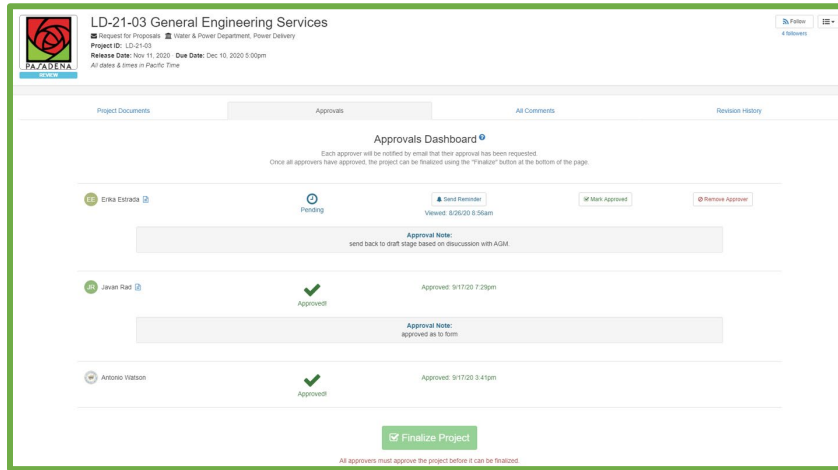
A big part of collaboration is knowing “Who did what”. ProcureNow audits every key stroke, who did it, and when they did it, and is easily shown to those working together on a project:



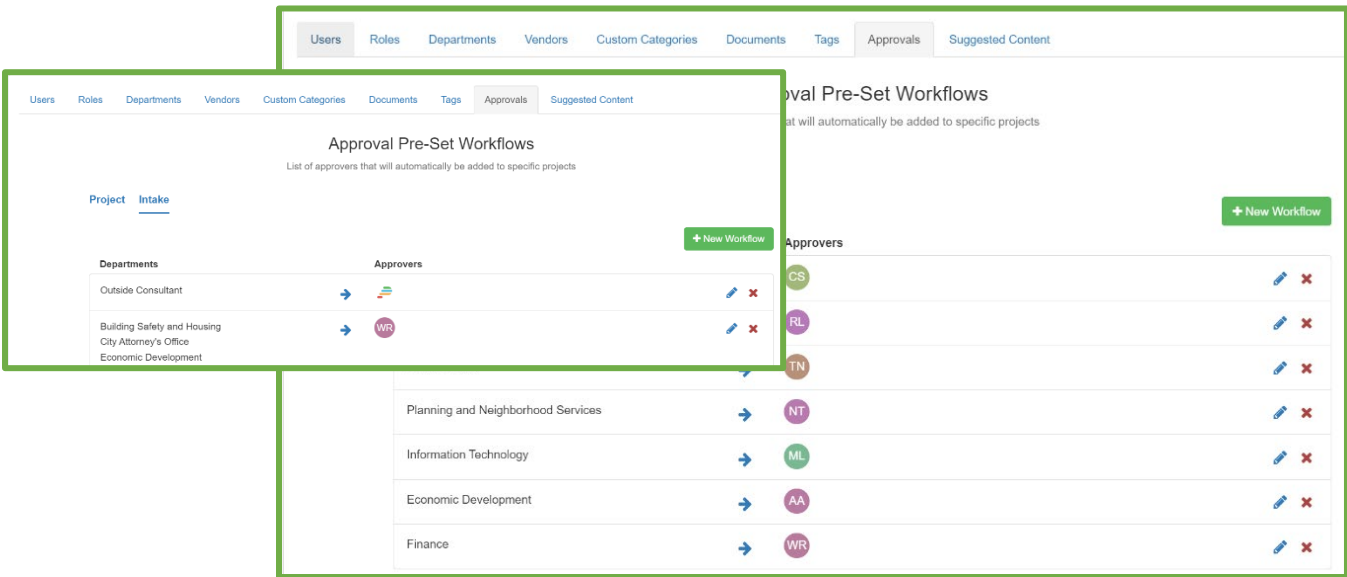
This image shows the typical flow for how users take advantage of the workflow and collaboration features in ProcureNow:



In this example screenshot, we have the Head of Procurement (Erika), the Attorney (Javan), and the Buyer (Antonio) who are the default approvers on this particular project, all able to receive review/approval requests through our comprehensive, efficient, easily adoptable, roles-based review/approval system.



Workflows can be added to both the project request as well as review/ approval of the draft solicitation:

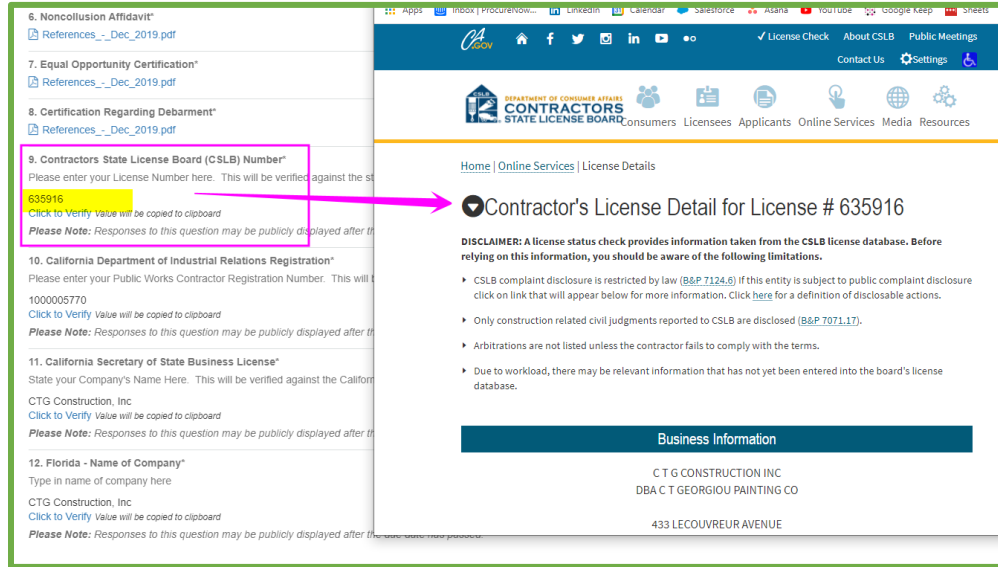


| Vendor Registration | |
|---|----|
| Is there a cost to register as a vendor or download project documents other than what the City charges? | No |

Vendor registration has no monetary cost, but also, we’ve kept the barrier of entry low for gaining access to your bids, meaning, bidders don’t have to fill out tabs upon tabs of information just to read a bid – keeping the time cost low as well. ProcureNow’s onboarding process for a vendor is meant to be easy and guided.

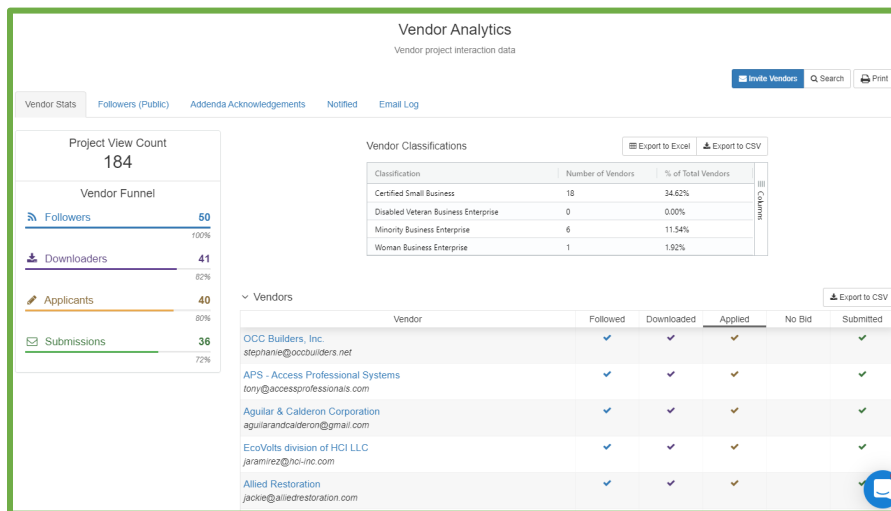
Is there a real-time verification of certificates and licenses? Yes

The follow screenshot shows an example of how ProcureNow eases the process of verifying licenses and certifications:



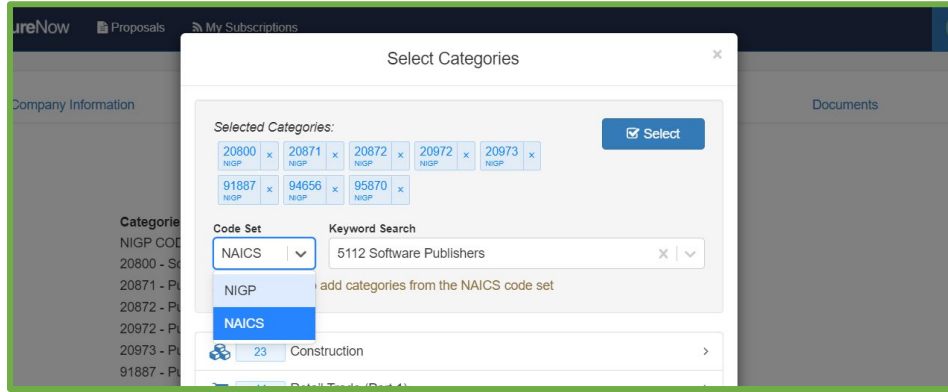
Does the solution generate reports of vendors and broadcast messages to select group(s) of vendors? YES

1. Reporting capabilities exist throughout the tool. Very powerful visualizations help ensure every solicitation has the best chance of success:

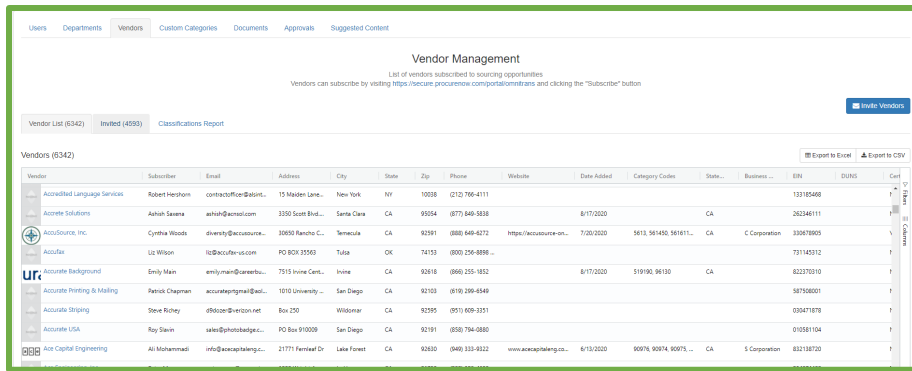


2. Vendor Broadcast messages:

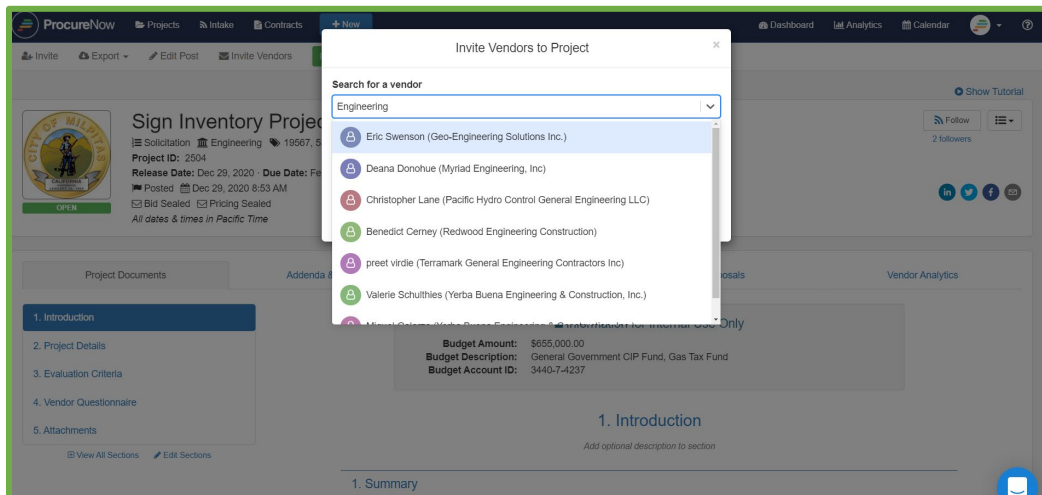
ProcureNow supports use of Category classifications. Vendors will have the opportunity to which classification system is desired. This categorization is OPTIONAL. We do not force vendors to choose categories, in which case they will receive all notifications from the City.



The City will have access to the list of Vendors who are subscribed to receive bid notifications as shown below. Vendors have the ability to securely update their notification settings.



The City may also private invite bidders to an informal bidding process by either selecting vendors from the database or typing a comma delimited list of email addresses into the notification list:

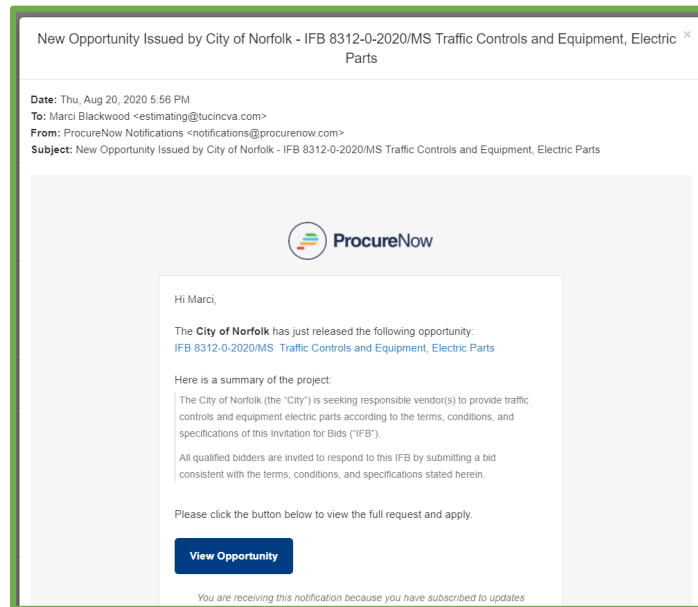


The following vendor facing notifications are standard with any ProcureNow Implementation:

10. New Opportunity Issued
11. Questions Answered
12. Addendum Issued
13. Deadline Approaching
14. Bid/Proposal Received
15. Public Notice Issued
16. Bids Unsealed and Visible
17. Award Recommendation
18. Project Awarded

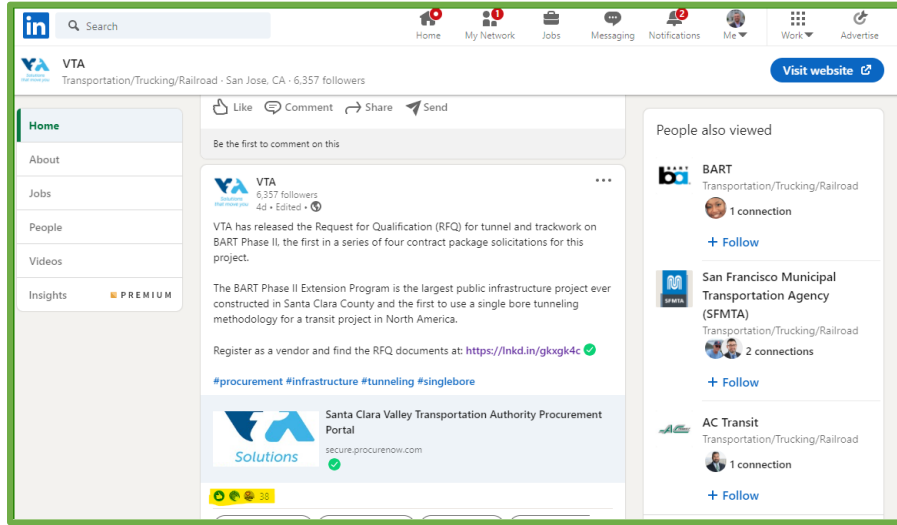
Other optional emails are sent, such as the “vendor disqualified” messages.

Many important internal alerts are included as well, in order to help staff stay on top of any activity on the project.



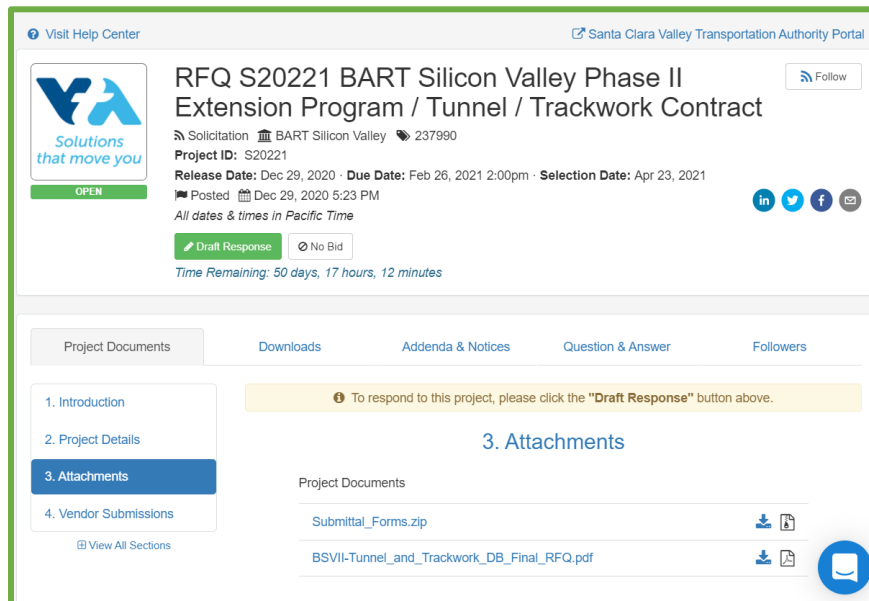
| Manage Bid Process | |
|--|-----|
| Can the solution broadcast bids on the City’s social media accounts (Twitter, Facebook, etc.) and other necessary outlets meeting the latest publication or municipal code requirements? | YES |

Advertising via social media – this is “one click easy” with ProcureNow. In this example, VTA’s community outreach program posts bid notifications using ProcureNow:



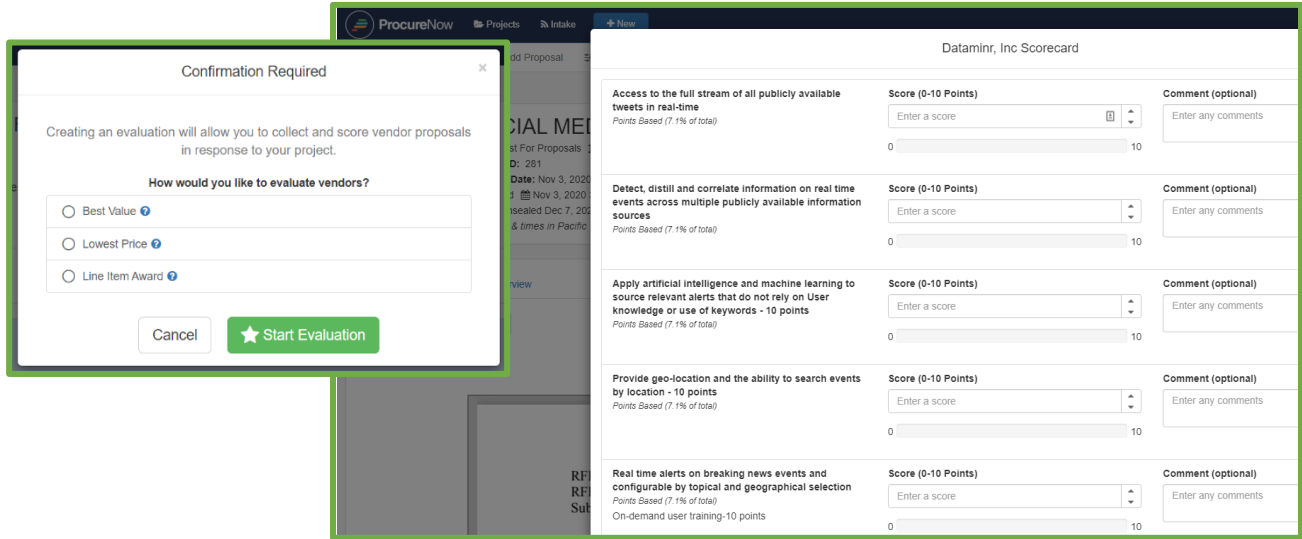
| | |
|---|-----|
| Does the solution allow large size files (drawings) to be posted for each bid? If so, please provide any limitation to file size or quantity. | YES |
|---|-----|

There is no file size limit on how bid plans and specification files can be.



Does the solution provide bid evaluation and analysis? **YES**

conducting evaluations including automating scoring – Yes, a fully comprehensive solution to accommodate a whole host of different evaluation scenarios:



Evaluation results can easily be exported/printed from within ProcureNow for reporting purposes.

As-Needed Stormwater Program Technical Support Services

General Solicitation | Engineering

Release Date: Jul 13, 2020 | Due Date: Aug 14, 2020 4:00pm

Posted: Jul 13, 2020 9:00 AM

Bid Unsealed: Aug 14, 2020 4:01 PM | Pricing Unsealed: Aug 14, 2020 4:01 PM

All dates & times in Pacific Time

CLERK

Follow 2 followers

Evaluation Overview | Proposals | Evaluators | Aggregate Evaluations | Selected Vendor(s)

Print All Scores | Table Options

Export to CSV

| Vendor | Evaluator 1 | Evaluator 2 | Evaluator 3 | Evaluator 4 | Total Score |
|---------------------------------------|-------------|-------------|-------------|-------------|-------------|
| Dudek | 70% | 86% | 81% | 45% | 70.5% |
| AECOM | 91% | 95% | 95% | 47% | 82% |
| KJMA | 37% | 70% | 52% | 8% | 41.75% |
| Michael Baker International | 69% | 86% | 68% | 25% | 62% |
| CASC Engineering and Consulting, Inc. | 72% | 78% | 75% | 51% | 69% |
| HDR Engineering, Inc. | 91% | 91% | 87% | 73% | 85.5% |
| O'Valdo Corporation | 39% | 81% | 46% | 33% | 49.75% |
| Weston Solutions, Inc. | 69% | 82% | 81% | 19% | 62.75% |
| Southwest Hydro Analytics, Inc. | 0% | 0% | 0% | 0% | 0% |

Click a vendor's name to view the scorecard submitted by each evaluator for that proposal.
Click an evaluator's score to view the detailed scorecard for each proposal reviewed by that evaluator.

Pricing Results

Bidder's Proposal – 41st Avenue & Soquel Drive Sewer Rehabilitation

Export to Excel Export to CSV

| Description | Unit of M... | Anderson Pacific Engineering Construction, Inc. | | | Don Chapin Company | | | ecast engin |
|--------------------------------------|--------------|---|-------------|---------------------|--------------------|-------------|---------------------|-------------|
| | | Quantity | Unit Cost | Total | Quantity | Unit Cost | Total | |
| Mobilization | LS | 1 | \$35,000.00 | \$35,000.00 | 1 | \$26,500.00 | \$26,500.00 | 1 |
| Traffic Control System | LS | 1 | \$45,000.00 | \$45,000.00 | 1 | \$36,000.00 | \$36,000.00 | 1 |
| Temporary Sewer Bypass Pumping | LS | 1 | \$10,000.00 | \$10,000.00 | 1 | \$64,000.00 | \$64,000.00 | 1 |
| Temporary Sheet piling and Shoring | LS | 1 | \$10,000.00 | \$10,000.00 | 1 | \$24,000.00 | \$24,000.00 | 1 |
| 8" PVC Sewer Main | LF | 1200 | \$500.00 | \$600,000.00 | 1200 | \$373.00 | \$447,600.00 | 1200 |
| Reconnect Sewer Laterals (Revocable) | EA | 14 | \$1,500.00 | \$21,000.00 | 14 | \$1,600.00 | \$22,400.00 | 14 |
| Replace Manhole Frame and Cover | EA | 4 | \$1,750.00 | \$7,000.00 | 4 | \$2,000.00 | \$8,000.00 | 4 |
| Line Existing Sewer Manhole | EA | 1 | \$12,000.00 | \$12,000.00 | 1 | \$17,000.00 | \$17,000.00 | 1 |
| Slurry Seal | SY | 4300 | \$10.00 | \$43,000.00 | 4300 | \$12.00 | \$51,600.00 | 4300 |
| Permanent Striping and Markings | LS | 1 | \$15,000.00 | \$15,000.00 | 1 | \$17,000.00 | \$17,000.00 | 1 |
| Total | | | | \$798,000.00 | | | \$714,100.00 | |

| | |
|--|----------------|
| Can the solution collect fees for public works project documents and can a report be generated to document the fee collection? | To be released |
|--|----------------|

Fee Collection for Public Works Projects: This is the one requirement that ProcureNow currently does not meet. ProcureNow has already started the work to deliver this to the City and other customers that might want the same thing. We consider this in Scope of our response and the City will be instrumental in the validation of the functionality to ensure it exceeds your needs. Once we have confirmed the complete scope, we estimate about a 3 week project beginning to end (Our team always leaves room in our implementation for customization requests – something that our customers REALLY enjoy about our service!)

| Timely Bid Distribution | |
|--|-----|
| Does the solution provide secure eBidding? | YES |

secure eBidding: ProcureNow is fully “Sealed bid compliant” where every response is encrypted in a manner that even ProcureNow administrators do not have access to the response until the due date has passed and bids have officially be unsealed. Our entire platform is transacted securely using encryption at the network and application level.

Proposals

List of vendor proposals submitted in response to the project

Export to CSV

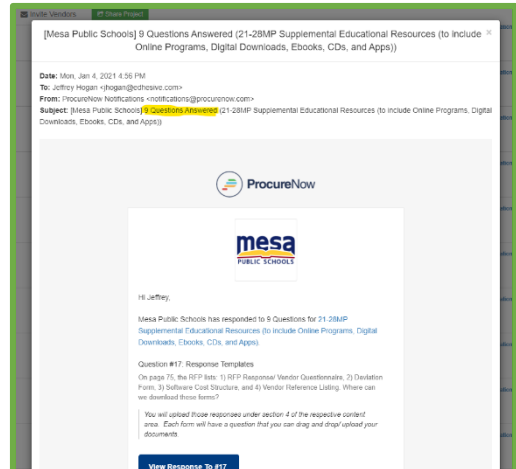
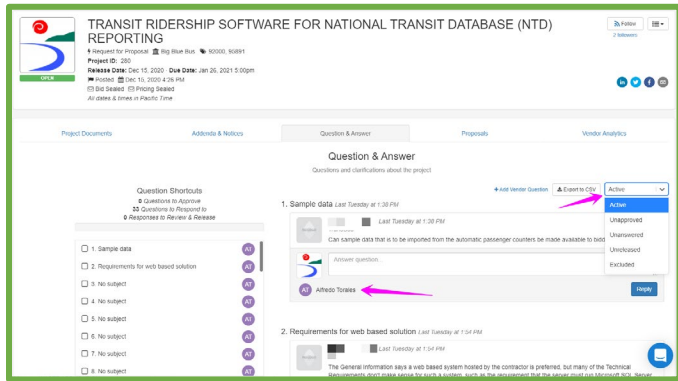
| Status | Vendor | Contact Info | Submission Date |
|-------------|-----------------------------------|---|----------------------|
| ✓ Submitted | BrightView Landscape Services | Chequita McCullough chequita.mccullough@brightview.com (408) 223-5962 | Jan 8, 2020 2:33 PM |
| ✓ Submitted | Joes Landscaping and Concrete INC | Jaime Alvarado jaimea@joesc.com (209) 862-2004 Ext: 1003 | Jan 18, 2020 2:42 PM |
| ✓ Submitted | Mike Davis Landscape Services | Mike Davis mdlandscape@aol.com | Jan 20, 2020 8:37 AM |
| ✓ Submitted | Terracare Associates, LLC | Dave Mortensen dave.mortensen@myterracare.net (720) 289-5822 | Jan 20, 2020 1:10 PM |

If you have received proposals externally, you can use the button below to manually add them.

+ Add Proposal

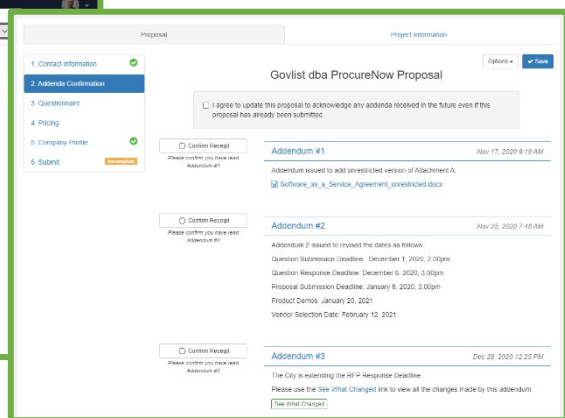
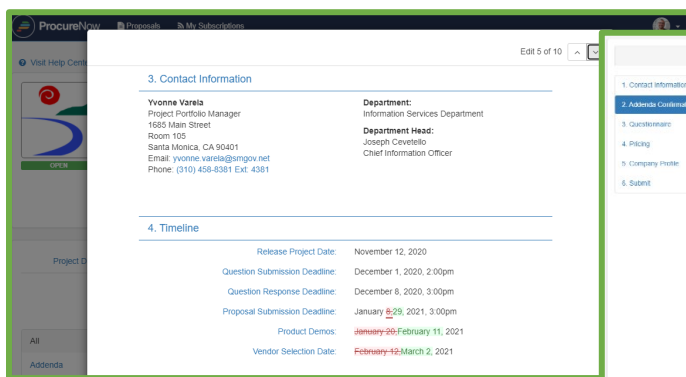
Does the solution provide online question and answer management? **YES**

online question & answer management: Because ProcureNow is a city-wide tool, our Q/A functionality allows the bid administrator to fully manage and collaborate/delegate questions and response drafts to anyone in the City. Once they have completed their drafts, the administrator may review, modify, and then ultimately release answer “en masse” to all vendors following the project. These notifications are logged and audited for your review at any time (second screenshot).



Does the solution provide addendum posting and acknowledgement receipts? **YES**

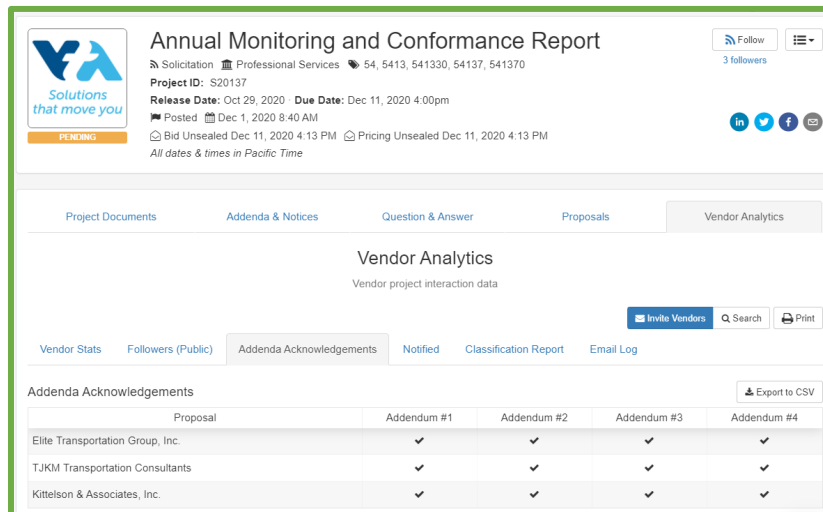
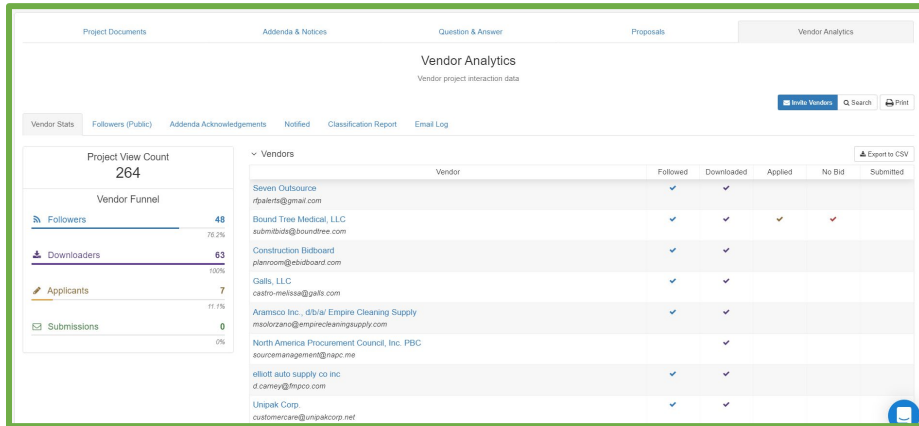
addenda notifications and acknowledgements: ProcureNow features an automated version tracking capability that can be leveraged to automate the creation of addenda. Vendor get a “track changes” view of what changed with a released addendum. Suppliers must read and acknowledge addenda before submitting their bid. In the event a bidder submits their bid and then the City released an addenda, the supplier will be notified daily until they read and reconcile the new addenda.



Does the solution provide information on bid distribution by vendor name & contact? **YES**

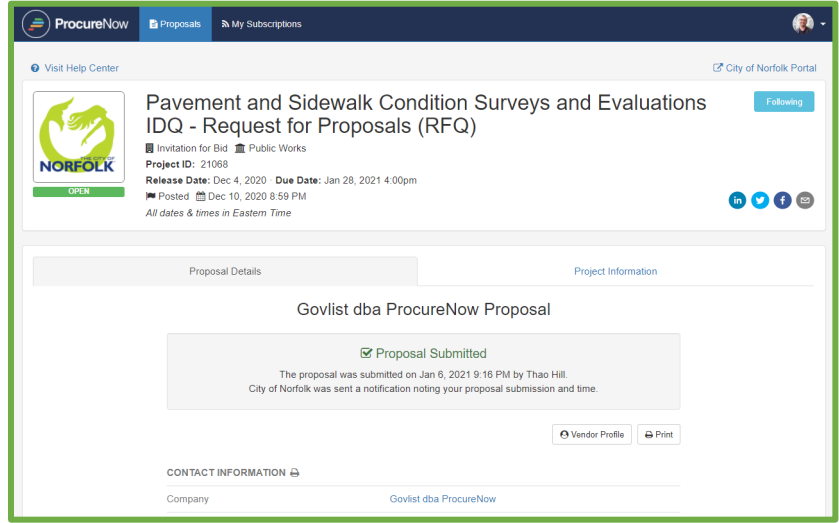
Comprehensive Vendor Analytics on each bid show distribution as well as a “Vendor Funnel”, so you get a clear view of vendors who received notice, who decided to follow the project, who downloaded the files, who is drafting a response, who decided to “no bid”, and who submitted a bid.

The City will also see who has acknowledged addenda, and ProcureNow also creates an automated Plan Holder’s List that’s public facing:

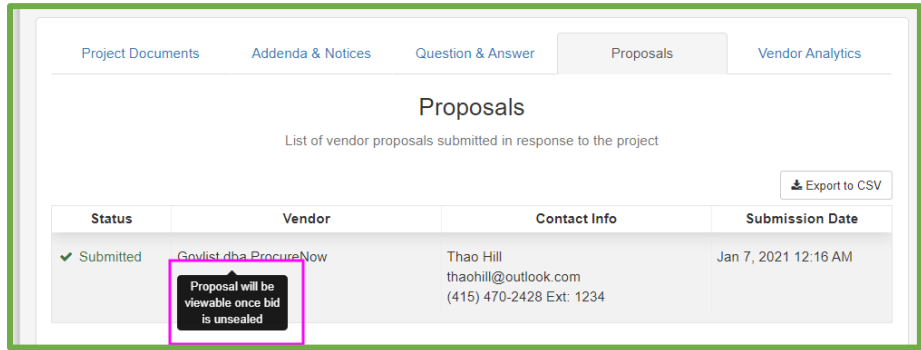


| | |
|--|-----|
| Is the solution able to receive large documents and provide sealed lock boxes? | YES |
|--|-----|

There is virtual no file limit on the vendor file upload. (We have a “soft ceiling” of 1GB – to prevent malintent)
 The following is the vendor view of what they see once they have submitted their bid into the secure lock box:



This is the internal view:



| | |
|--|-----|
| Can the solution provide storage of bid proposals for 5 years minimum and if so, for how long? | YES |
|--|-----|

Storage is unlimited and included in the City enterprise license.

| Customer service, integration, and updates | |
|--|--|
| How often is the software updated? | |

Maintenance and support information must be provided as well.

ProcureNow is currently on the Major version 3.x. Since ProcureNow is hosted in the cloud, and every customer exists on our singular platform, this allows us to make updates to our solution on a weekly (sometimes more quickly, depending on the need) with zero customer interruptions.

We have employed a sophisticated “in-app” release communication system that alerts users to new features with guidance and training built into the alert system.

Our customers also enjoy weekly customer product roadmap discussions every Tuesday morning – we are a true community that listens and responds with exceptional upgrades that delight our customers regularly! We recently implemented an enhancement that **writes your addendum for you**, showing bidders what changed from the original version and the amended version with a “track changes” visualization, which took approximately two weeks to design, develop, and release.

It is important to note this because our combination of expertise in public procurement, modern development infrastructure and architecture, and cloud software development means “zero drag” when it comes to our ability to innovate.

| | |
|--------------------------------------|--|
| Provide customer service hours (PDT) | |
|--------------------------------------|--|

Near real time (typically 5 min response time) – 5AM to 5PM PST Monday through Friday
 After hours – 1 hour response time 24x7x365

| | |
|---|-----|
| Do you have any future modules planned and what is the anticipated release date of these modules? | YES |
|---|-----|

As mentioned before, we are currently working on the feature of allowing the City to charge the bidder to download plans/respond to bids.

All other enhancements for the 2021 Product Roadmap will be made to the existing module set (particular focus on expanding our requisition and contract/work order capabilities) – and will be given to the City at no additional charge.

| | |
|--|------|
| Enumerate the costs for these future modules | NONE |
|--|------|

All planned enhancements currently are to be included in existing modules. Therefore, there will be no additional costs to the City. Enhancements are included!

With reference to page 6 of the RFP, do you integrate with any of the applications, and if so which ones?

YES

Website Integration Examples

City of Vista, CA (Granicus/Vision Website)

- <https://www.cityofvista.com/business/bids-rfp-s>

City of Brentwood, Tennessee (Granicus Website)

- <https://www.brentwoodtn.gov/departments/finance/purchasing-program/current-bids-rfp-s> (Main Bids & RFPs page – Embedded)

City of West Sacramento, CA (Granicus Website)

- <https://www.cityofwestsacramento.org/business/invitation-to-bid>

The City of Norfolk (CivicPlus Website)

- <https://www.norfolk.gov/270/Purchasing> (main purchasing home page)
- <https://www.norfolk.gov/4969/Procure-Now> (ProcureNow link - embedded)

Public Records Request Management

We currently don't have any examples to share, but are keen to understand how you'd like for us to interact with GovQA

Document Management Solution (archived city documents)

With ProcureNow, you can download a zip file of all the proposal documentation. We would very much like to understand further your desire for us to work with OnBase, and pursue that for future capabilities.

Social Media

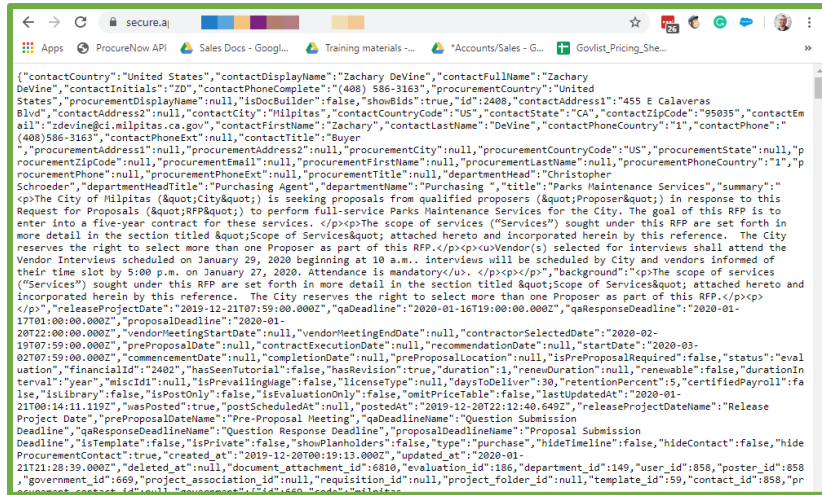
Our solution was built to "Play nice" with social media tools. Typically, this is a one click post capability:





As the City has made a significant investment in the current website technology, any eProcurement that can integrate with existing application features and functionality is desired.

Below is a screenshot of an RFP that's completely machine readable. This means any system with security and authentication may access and retrieve all information available in your ProcureNow instance. This level of application "openness" is unprecedented for the government eProcurement industry.



| | |
|--|--|
| If awarded the project, how long will the implementation take? | |
| Please refer to Section Titled “Work Plan” | |

| Optional Features | Responses |
|---|-----------|
| Manage contract information | YES |
| Does the solution maintain subcontractor data? | YES |
| Does the solution allow the user to schedule tasks? | YES |
| Maintain contractor documentation | YES |
| Does the solution allow for attaching insurance certificates and provide automated notifications upon expiration? | YES |
| Does the solution allow for attaching bid bonds? | YES |
| Emergency vendor management | YES |
| Does the solution allow one to manage vendors that provide goods and services in the event of an emergency? | YES |
| How does the solution ensure vendor data is current and accurate and enable the entire organization access? | |

Please refer to Section Titled [Optional Features](#)

Overall System Requirements

All software and services must be demonstrable at the time of submission and must be in production.

The proposed ProcureNow solution version is currently in production use in over 50 government agencies.

Maintenance and support information must be provided as well.

ProcureNow is currently on the Major version 3.x. Since ProcureNow is hosted in the cloud, and every customer exists on our singular platform, this allows us to make updates to our solution on a weekly (sometimes more quickly, depending on the need) with zero customer interruptions.

We have employed a sophisticated “in-app” release communication system that alerts users to new features with guidance and training built into the alert system.

Our customers also enjoy weekly customer product roadmap discussions every Tuesday morning – we are a true community that listens and responds with exceptional upgrades that delight our customers regularly! We recently implemented an enhancement that **writes your addendum for you**, showing bidders what changed from the original version and the amended version with a “track changes” visualization, which took approximately two weeks to design, develop, and release.

It is important to note this because our combination of expertise in public procurement, modern development infrastructure and architecture, and cloud software development means “zero drag” when it comes to our ability to innovate.

Testing Approach:

We use thorough testing of servers and front end, including hundreds of automated tests, as well as human interface testing, to ensure that the software is clean and bug free. Multiple and sandbox environments exist to support extensive testing prior to rollout.

ProcureNow is a SaaS based application. Enhancements, updates, patches, and fixes are constantly being performed and deployed.

Regarding regression testing: We have over 90% test coverage of our code base. As part of our continuous integration process, our test suite is automatically run before each deploy. Deployment will not begin until each test has successfully passed.

Coordination of updates, bug fixes, improvements:

For Bugs that are deemed “critical to operation”, those are addressed as soon as they are identified, and a resolution is designed and approved – typically released on the midnight of the same day that the defect is found. System maintenance does not bring down the software. Standard maintenance and bug fixes are rolled out during the weekend at night.

ProcureNow also leverages our “in application messaging system” that will notify users of new enhancements with training built into the tool! We could this with our quarterly customer User Groups where we will dive deep into product enhancements and working with our customers to bring them to life.

ProcureNow has a proven, very personal approach to its implementation, consultation, training, and support. Our customers enjoy a personal, near real-time support access. The City should speak with our references to confirm their satisfaction with our managed services, as they are second to none.

Included in your SaaS Subscription license:

- ✓ A Perpetual, Enterprise License. No limitations on who and for how much the software can be utilized by agency staff.
- ✓ Maintenance and Bug Fixes – Critical Bugs will be address on the same day. Maintenance and Upgrades are performed on a weekly basis.
- ✓ Ongoing Training – Live and Ondemand Training Available to staff.
- ✓ Access to contextual Online Help system.
- ✓ Real-time, in-application support.
- ✓ Included upgrades means your system never becomes “legacy”

The City is not interested in any “beta” products.

Understood. We are not offering any beta products. The only major requirement that we are currently developing and will deliver as part of the scope of this response is the items for collecting payment for downloading/responding to certain types of bids.

Work Plan

Please provide a description of the proposed work program, techniques to complete the project, and a timeline of tasks and responsible party. The work plan should demonstrate your firm's ability to conduct these services in a professional, timely, and efficient manner.

Implementation Methodology

We are proposing a two (2) phase plan, spanning 90 days (give or take... we typically go live with Phase 1, Electronic Sourcing, within 2 weeks of the project start... timing largely depends on customer readiness and willingness), which will address the specific requirements outlined in the solicitation.

(PHASE 1) Coordinated Timeline for Success (Sourcing Module)

1. Meeting 1: Project Kick Off (1 hour)
 - a. Customer Sends ProcureNow language for the next bids
 - b. Customer Sends ProcureNow existing Vendor Lists
 - c. ProcureNow Sends website integration suggestions
2. Meeting 2: Customer and ProcureNow - Create First Bid and Discuss the formats of the other solicitation types (1 hour)
 - a. ProcureNow will suggest changes to language based on using ProcureNow
 - b. Customer and ProcureNow work together to create the bid templates, and the initial setup for those templates.
3. Training 1: Creating/Releasing Bids with ProcureNow (1 hour)
4. Meeting 3: Customer Webmaster Meeting (30 minutes)
 - a. with ProcureNow to confirm and complete website updates
- GO LIVE: ONLINE VENDOR PORTAL
 - b. Website Changes Go live
 - c. Vendors Notified
- GO LIVE: FIRST BID RELEASED
5. Training 2: Bid Opening, Tabulation, Evaluations, Awarding the Project (1 hour)
- GO LIVE: EVALUATIONS / BID TABULATIONS after your first bid opening

(Phase 2) Coordinated Timeline for Success (Collaboration Module)

1. Meeting 1: Project Kick Off (1 hour)

- a. Customer Selects the First solicitation type (usually either ITB or RFP), and works with ProcureNow to design the Solicitation Template in ProcureNow.
2. Meeting 2: **Discuss the first template design** (1-2 hour)
 - a. This can take 2 to 3 hour-long meetings to work together to get the right logic and language in place.
 - b. Receive sign off on the first full solicitation template
- **GO LIVE: SOLICITATION DEVELOPMENT**
3. Training 1: **Writing your RFPs and Bids with ProcureNow** (1 to 1.5 hours)
4. Next Steps: Support Customer in Developing Solicitation Template
5. Meeting 3: **Intake and Request Approval Workflow**
 - a. Planning for expansion into internal customers/departments and bringing departments online through training and support
 - b. Implement default “Review/Approval” Processes.
6. Training 2: Internal Customer/Department Training (1 hour – and may repeat this one for new departments if needed).
- **GO LIVE: DEPARTMENTAL INTAKE REQUESTS**

Making Room for the “Unknown”

A Very big part of the ProcureNow experience is YOUR ability to affect the direction of our solutions as we continue to make rapid enhancements. Particularly at the beginning of each project, we assume there will be a moderate level of potential unplanned reconciliations between the terminology and expectations of our new customers and our current offering. Our customers are delighted by the fact that we build intense “listening and responding” into every customer plan. The result is a win-win: delighted customers all contributing to the continuous improvement of the “next generation of eProcurement solutions, and our solutions is always “future proof”. This is a core tenet of our company’s mission.

“After vetting several options my team decided that Washington County would go with ProcureNow. I expected a system that would meet our requirements, which I got... With ProcureNow, though, I also have a partner who is agile and attentive. They listen carefully, and our input is valued. We are extremely happy with our experience and look forward to being a part of this innovative and collaborative partnership.”

Suzi Fulcher, CPPB, – Purchasing Supervisor, Washington County, Oregon

TRAINING

Our team will work with you to design a training plan to meet your needs, however a typical training plan includes one or two interactive sessions with the purchasing staff where we collaborate on running projects together, and go over best practices in using the software. Those sessions are usually 1-1.5 hours in length. Secondly, we organize one to three sessions for onboarding Project Managers in departments. We find that the most organized customers typically get everyone to do one meeting together, but we also recognize that that isn't always possible, so we give the options for multiple sessions. Those PM sessions focus on what is possible with the tool for doing solicitation development and evaluations.

Please remember that our customers are up and running in a very short amount of time, and the reason is because of the intuitiveness of the products, built in training and guidance, and live chat support. Initial training for a new user takes about 30 minutes.

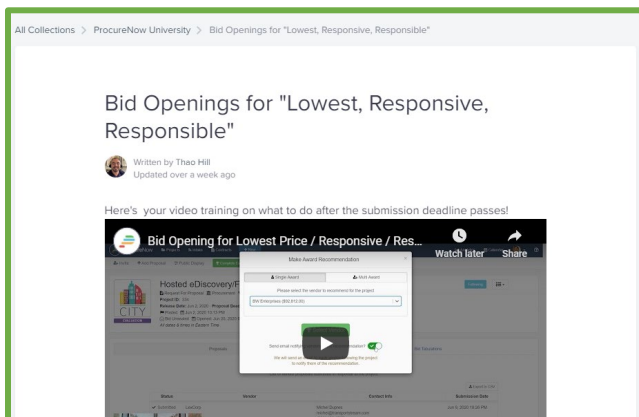
When we completed our ramp up of the procurement team for the City of Norfolk, Virginia, in March of 2020, they were able to prepare themselves for a go live of sourcing and evaluations on their own, with only a 1 hour demonstration of the product. Our team was on hand to answer questions inside the live chat, but they completed their test run and self-training of the system on their own in **one day.**

We provide Training for the following roles:

- ✓ System Administrators
- ✓ Solicitation Administrators
- ✓ Sourcing/Vendor Administrators
- ✓ Evaluation Administrators
- ✓ Contract Administrators
- ✓ RFP and Bid Requestors, Drafters and Reviewers
- ✓ Evaluation Committee Members (this is self taught)
- ✓ Contract Drafters and Reviewers

These courses typically last one hour each. We will coordinate between initial onsite meetings/trainings and online trainings. After initial trainings are completed, ProcureNow offers 3-5 weekly live training sessions that can be reserved for a single customer or that can be shared with other customers. This ensures you always ProcureNow Team training at your convenience. We also offer a Weekly Customer Check-In where we discuss new enhancements our team has released from the previous week. All Customers are invited to participate in this community discussion.

We keep an on-demand video library of short training videos that cover a number of topics across the platform as well



Project Management

Please describe how efforts to manage the project in terms of communication, coordination, meetings, work assignments, document management, work execution, and quality assurance and control.

A Core Mission of Innovation as a Discipline

A key reason why our customers love ProcureNow is because we make and prove that innovation is a routine discipline - from bi-weekly check-ins with our “raving fan” customers that offer critical feedback to help us make our product better, to a weekly engineering sprint meeting that brings executives, customer success, sales, engineering and industry experts together in a room on a weekly basis to keep our priorities aligned tightly with customer expectations.

By combining this strict adherence of regular, formal communications channels that our customers can depend on with a software architecture leveraging the most modern development methodologies and strategies, our customers log in every day to a product that is relevant, valuable, stable yet ever changing, exciting, and innovative. And 10 years from now, ProcureNow wants our customers to continue to log into that very same experience of a modern innovative solution that keeps in touch with their needs.

What you can expect from ProcureNow is the most modern automation possible in all areas of your relationship, while maintaining an important personal touch - making this a true partnership of people, process, and technology.

Key points:

- We have a proven out of the box cloud based solution for writing RFPs, bids, amendments, and contracts.
- We are agile – we can deliver on your specific requirements while maintaining a stable cloud-based solution with a 99.99% uptime and a realistic goal of zero bugs.
- We are experienced engineers that deeply understand both Procurement and Government.
- Don't have to build from the ground up
- We aren't too big to not pay attention to your needs - personal attention is critical to your ongoing success.

Qualifications and Experience of Key Personnel Assigned

Please provide a description of the qualifications and relevant experience of the firm and the key personnel being proposed for the project. Experience of key personnel gained under different companies can be included, however, please provide each company name with contact name and phone number. In addition, provide all current engagements and availability.

Qualifications and Relevant Experience of The Firm

ProcureNow currently supports 50 active government agencies, and have an immense amount of capacity to increase our customer base while continuing to offer the best customer advocacy program in the industry.

We are a Certified Small, Majority Minority Owned business – built and based in the United States with a team that’s 100% based in the United States. We are honored to share our company has 100% referability of our customer base. That is the best signal that we have the strength, efficiency, and capability to provide a world class experience to the City of Manhattan Beach and your suppliers. Our company is financially self sustaining, and we only offer our solution to governments on an annual subscription basis. This affords ProcureNow maximum financial stability.

Our company has never been a participant in any lawsuit or litigation.

ProcureNow is most qualified to serve as procurement technology partner with a full lifecycle e-Procurement solution for the City:

1. We only work with and are laser focused on the needs of public agencies (100% of our customers are public agencies).
2. The shift away from old, outdated technology is clear as 70% of our customers have joined the ProcureNow eProcurement family in 2020 alone – and 100% of our customers are referable.
3. Your project team has over 40 years combined experience in public procurement, public access, and government technology – and has worked with many cities, counties, special districts, and other governmental authorities. Public procurement and records laws and their intersection with cloud software is their unique expertise and passion.
4. The City will never have to worry about software that is outdated or antiquated from Day One. Our solution architecture is the most modern in the industry. We develop ProcureNow on the same open-source platform as some of the popular social media sites. Efficient innovation and rapid enhancement (while maintaining exceptional quality) are built into the architecture.
5. In each of our customer’s implementation, ProcureNow is implementing the same system that the City is seeking. In each implementation instance, the project was implemented under budget, under time, and has been considered as a great success.
6. We do not have a customer who cancelled a ProcureNow annual software agreement and left us to a competitor. We certainly have customers who left competitors and implemented ProcureNow.

One of my customers said to me today.... “Your software makes me enjoy logging in and using it”. **It is difficult to quantify and require “JOY” – but without a doubt, that is what our customers experience.**

Key Personnel

Following are the Project Roles for the City, and the ProcureNow staff person who will head that role:

- Primary Project Manager (PPM) - Thao Hill
- Backup Project Manager (BPM) - Geri Forslund
- Data Conversion – David Wong
- Business Analyst – Geri Forslund
- Training Team – Geri Forslund, Thao Hill
- Support / Account Management Team – Geri Forslund, Thao Hill, David Wong, Cody Weimer, Matt McFarland, Dan Melton

Michelle Hamilton, Director of Purchasing for the largest school district in Arizona (Mesa Public Schools) had this to say about ProcureNow in April 2020, and our ability to move them to a completely paperless process during their busiest time and at the beginning of the pandemic:

“My name is Michelle and I am the Director of Purchasing for the largest school district in Arizona. I have a staff of eighteen in purchasing. When the Coronavirus shut down our school district on March 16, my first concern was our bids that were currently on the street and a few I knew would need to be issued in the near future. We jumped in dealing with the immediate needs of the district first.

- *March 24, I received an email about your service.*
- *March 26, I did the online demo.*
- *I had to take some time to deal with issues for the district but quickly decided to use this opportunity to move forward with ProcureNow and sign the agreement.*
- *April 6 we had a kick off meeting with Thao.*
- *April 9 we as a department had training with Thao*
- *April 13 I had a training with my staff without Thao*
- *April 15 we held our final training with Thao.*

In the school business industry things do not typically move fast. As I look at this timeline, I am amazed at what Thao was able to do for us. Between Thao and your system this has been the least painful implementation I have ever been through and believe me I've done plenty throughout my career. I have had dozens of companies finally catch up to you and offer similar services after you did, however, I have let them know we signed an agreement with ProcureNow.

I just wanted to take a few minutes and let you know what a great job your team has done. They have been responsive, accommodating, patient and kind through this. I also wanted to thank you and ProcureNow for stepping up so quickly to support school district procurement. Sometimes when businesses decide to change their business model and think outside the box, you do so with caution and concern. Your willingness to deliver a solution in such a short period of time will serve you well in the future. Just know, it means everything to me and my staff and I just wanted you to know how much we appreciate you.”

Statements of Qualification

PROJECT MANAGER, EXECUTIVE SPONSOR



Thao Hill, Chief Customer Officer

Thao is a govtech executive with 22 years of experience leading cloud-based software companies and projects at the Federal, State, Regional, and Local levels. Thao was a member of the founding executive team for Granicus, the first and world's leading local government cloud-based software company, for 10 years. During his tenure there, he led their highest profile project implementations, including The US House of Representatives, The US Senate, the Tennessee Legislature, and the City of Los Angeles. He has led engineering teams, customer support teams, hosting infrastructure teams and sales and marketing teams, for several govtech companies including Granicus, Govdelivery, and Public Systems Associates. He has also worked as a reliability engineering consultant for Facebook, Google, Twitter, LinkedIn, Microsoft, Amazon, Pinterest, and CBS Interactive. He received his electrical engineering degree from Tennessee Technological University. He leads implementations and process improvement for ProcureNow Customers.

BUSINESS PROCESS ANALYST, TRAINER



Geri Forslund, Director of Customer Success

Geri brings with her an incredible amount of knowledge in both local government and procurement. For the past ten years, she was a member of Leon County Government's Leadership Team in Tallahassee, Florida and worked in Human Resources (Employee Development Coordinator) and the Procurement Division, holding the position of Procurement Administrator. She was the primary contracting officer, specializing in contract negotiations, policy interpretation, solicitation development, and contract compliance before making the decision to join the ProcureNow team and helping to make an impact with other local governments. She received her Bachelor of Business Administration from Hofstra University, studying abroad and continues with her love of learning, collecting certifications along the way. She is currently the Director of Customer Success, providing our industry known exceptional customer service, while helping to implement ProcureNow software, which includes implementing the language, policies, and logic to configure ProcureNow to be "customized" for each customer's needs, and training staff on our intuitive platform.

TECHNICAL LEAD, DATA CONVERSION



David Gertmenian-Wong, Chief Technology Officer

Time Commitment – 10% time commitment during implementation

David is a tech executive with over 10 years of experience leading operational and technical teams. He served in leadership roles at Gametime, Giftrocket, Tula Investment Group, and Hall Equities Group. He graduated summa cum laude with a Bachelor of Science from University of California Davis. David is the mastermind behind the technical awesomeness that is our ProcureNow Platform.

Advisors



Liam Dorpalen-Barry, Co-founder and Advisor

Liam is an advisor to leadership at governments around the world on how to optimize their procurement functions and processes. Prior to Govlist, he’s held roles with Deloitte Consulting’s Strategy & Operations group, Chegg, and the Institute of International Finance. He’s spoken about the intersection of government and technology at the Stanford Graduate School of Business, University of California Berkeley, International City/County Management Association, and Launch. He’s currently pursuing his Master’s Degree in Business Administration at Harvard University.



Adel Ebeid, Senior Advisory Partner

Adel brings to the table a wealth of experience in the Government Technology space, including leadership roles at several major Government agencies. He’s served as the President of Green Diamond Solutions, CIO of the City of Philadelphia, CIO of the State of New Jersey, CIO of the New Jersey Motor Vehicle Commission, and CIO of the New Jersey EPA. Educated at Harvard University, he lives in the Philadelphia area.



Maury Blackman, Senior Advisory Partner

Maury is a tech executive with 25 years of experience leading high impact software projects with Governments. His industry experiences include government, construction, public safety, geospatial information, GPO’s, sharing economy services, and drone software. He’s served as the CEO of Premise Data, CEO of Accela, and in the US Army.

Resumes

See next page.

Geri M. Forslund
8816 Winged Foot Drive
Tallahassee, FL 32312
(850) 591-8043



EXPERIENCE:

ProcureNow

June 2020 to Present

Director of Customer Success

- Implementation of system software for all partners
- Establish and maintain customer relationships while providing high-level technical and product support
- Ability to merge software knowledge and procurement best practices to grow relationships with our key customers
- Develop process improvements while understanding customer needs and expectations
- Project Management and Big Picture Perspective to facilitate customer success
- Sales and Marketing

Leon County Board of County Commissioners

Procurement Administrator

September 2017 to June 2020

Employee Development Coordinator

September 2010 to September 2017

- Primary contracting officer, contract negotiations, policy interpretation, contract terms and conditions, and insuring contract compliance
- Preparation of contracts, agenda items, and solicitations
- Manage warehouse operations, purchasing card program, requisitions and purchase orders, contract compliance, and program budget
- Design, develop, deliver and evaluate all County wide training programs (New Employee Orientation, Domestic Violence, Customer Experience, Harassment, Discrimination, Sexual Harassment and Workplace Violence Programs)
- Project Manager for the annual evaluation system (Halogen), Summer Youth Training Program and Special Events (United Way and Annual Picnic)
- Administer the Awards and Recognition Program, tuition assistance and educational incentive compensation programs

Department of Environmental Protection, State of Florida

November 2003 to October 2006

Division of Recreation and Parks

Planning Manager, Visitor Services

- Lead negotiator for all new VSP Agreements, extensions and renewals (\$3.1 million in capital improvements – increased annual percentage of gross sales paid to Division by 5%)
- Develop Operational Policies, Procedures and Standards, and Revenue Sources Management including State Park Fee Schedule
- Make recommendations and coordinate all issues requiring senior management action concerning existing and pending Visitor Service Provider activity
- Conduct on-site assessments of park visitor service programs and conduct Visitor Service Provider compliance reviews, monitoring all Visitor Service Provider operations providing food service, retail sales, recreational equipment rentals and tours for appropriateness and for improving visitor services, programs and activities

- Oversee Division’s Centralized Reservations System for Family Camping
- Administration of Annual Pass Program and Passport Program
- Supervise Division Information Line
- Responsible for Visitor Services Budget and Expense Tracking

Department of Environmental Protection, State of Florida

October 1999 to November 2003

Division of Recreation and Parks

Planning Manager, Training and Environmental Education

- Manage the planning and on-site implementation of classes, meetings and workshops; including, semi-annual Ranger Academy, annual Park Manager Meetings, mentor Training, New Employee Orientation, Park Management Supervisory Training, Department wide training and environmental education theories and practices
- Responsible for program planning, compiling and analyzing data and **problem-solving** techniques
- Prepare training records and reports, including the semi-annual and annual Division Training Tabulation report, lesson guides, program plans and evaluation of the performance of trainees

Maximum Management Corporation

January 1997 to June 1999

Executive Recruiter

Nobody Beats the Wiz

October 1992 to January 1997

Team Leader, Regional Personnel Manager

PepsiCo, KFC National Management Corporation

August 1991 to October 1992

Area Trainer/General Manager

EDUCATION:

New York Institute of Technology, New York, NY

On-Going

Hofstra University, Hempstead, NY

August 1991

Bachelor of Business Administration

Erasmus University, Rotterdam, The Netherlands

Summer 1990

International Marketing, International Finance

SYSTEM SKILLS and CERTIFICATIONS:

Excel, MS Word, MS Outlook, PageMaker, Quark, Harvard Graphics, PowerPoint, Access, Full Adobe Suite, Roxio Easy CD Creator, SHS Recruiting Software, Internet Explorer, Adobe Image Ready, Adobe Photoshop, Halogen software, Banner (HRIS), Adobe CS5, Moodle, Advanced Instructional Designer Certification, Captivate Certification, Articulate Certification

T. Thao Hill
8288 Carribean Way
Sacramento, CA 94582
thao@procurenow.com
415-470-2428



Accomplished SaaS-for-government industry professional with a successful track record as both individual contributor and executive leader in areas of Product Management, Sales, Marketing, Customer Success, and Professional Services.

Govlist/ProcureNow (www.procurenow.com) San Francisco, CA (May 2018 - current)
Chief Customer Officer

Responsible for helping governments realize that traditional RFP life doesn't have to be so hard! Government Procurement can be intuitive, interactive, collaborative, and exciting. It is the most critical role in government when it comes to a community's ability to be innovative. We have a vision where solicitations are guided online experiences where local vendors participate and compete for the opportunity to innovate their community's services.

Citrix Systems (www.citrix.com) San Francisco, CA (March 2016 – May 2018)
Major Account Executive / Reliability Engineering

Major Account Executive achieving top US Sales Director ranking during my tenure at Cedexis/Citrix. Working primarily with infrastructure and devops engineers, I was responsible for developing hyperscale internet traffic management solutions for companies such as LinkedIn, Google, Facebook, Twitter, CBS, Pinterest, Airbnb, and Slack.

GovDelivery (www.govdelivery.com) San Francisco, CA (February 2015 – Feb 2016)
Director of Sales Enablement

I was responsible for analyzing creating and implementing the first sales team onboarding program. Also wear many hats including sales metrics, facilitating sales training, managing the lead qualification process, sales engineering, orchestrating demonstrations and other technical sales tactics. Ensured the sales team was equipped with education, communications and analytics that improve sales execution to drive revenue.

Granicus, Inc. (www.granicus.com) San Francisco, CA (December 2005 – November 2014)
VP of Sales, December 2009 – November 2014

Enterprise Sales, Inside Sales, and Account Management/Customer Success
Granicus is a SaaS solution that is most recognized for being the world leader in live and online video streaming content of government public meetings, including the US House of Representatives House Floor Sessions. Granicus houses one of the largest collection of legislative data collections in the world - managing over 100 years worth of government video content.

VP of Operations, July 2008 - December 2009
Data Center and IT Operations, Customer Training, Deployment, Technical Support, and Customer Care.

- Managed nearly 50% of the company resources
- Client Satisfaction and referability increased every survey period during my tenure, to over 98% referability.
- Responsible for the successful deployment and customer care of our company during a growth from approximately 300 clients to 600 clients.

Director of Products (Product Development and Product Management), December 2005 – July 2008

- Led a team of Software Developers for the development of all Granicus Software Applications
 - Served as Visionary for Software Applications – created first company Product Roadmap
 - Implemented company-wide source code management solution and first product development processes within the company utilizing the Microsoft Solutions Framework.
 - Responsible for both SaaS solution development and client/server software development
- Led the Quality Assurance Team to test all Granicus software applications

Public Systems Associates, Inc (www.publicsystems.org) Baton Rouge, LA (October 1999 –November 2005)

Chief Technology Officer, Feb 2005 – November 2005

Applications Development Manager, Oct 2000 – Feb 2005

Chief Systems Engineer, Oct 1999-Oct 2000

- Company evangelist for legislative automation to the municipal government market on a national level
- Implemented the first iterative product development approach for PSA, integrating the Microsoft Solutions Framework and the Rational Unified Process
- Responsible for gathering customer requirements through detailed business process reviews
- Personnel Manager for entire company development staff including application developers, database administrators, test engineers, documentarians, graphic designers, systems engineer, network engineers, sales and marketing personnel, and office support staff

EDUCATION

Tennessee Technological University – Aug 1993 to May 1998

- BS in Electrical Engineering. Minor in Mathematics.
- 1 year Cooperative Education with Nissan Motor Manufacturing, Robotics Automation Programming

Other Personnel

Please provide the name and company of any sub consultants to be used on this project.

Not applicable for this proposed project.

Costs

Please provide a detailed breakdown of all modules (their purpose) including those outside these specifications, labor, shipping, and sales tax (9.5%) etc.

| | MSRP Monthly | Units | Discounted** Monthly | Discounted** Annual |
|-------------------------------|-----------------|-------|-------------------------|------------------------|
| RFX and Bid Collaboration | \$1000 | 1 | \$2000 | \$24,000 |
| e-Procurement and Evaluations | \$500 | 1 | Full Suite | Annually |
| Contract Management | \$1000 | 1 | | |

Option 1: Request to Award

\$1,500 per month or \$18,000 annually

Option 2:

Request to Contract Term (Full Suite Bundle)

\$2,000 per month or \$24,000 annually

**Bundle Discount for California Agencies, Offer and discounts expire April 1, 2021

References

Please provide a list of at least three references (product/modules, installation date, organization, name, title, phone number, and email address) for which the key personnel assigned successfully implemented a similar system and can provide an assessment of the firm's working relationship with its clients. Preferably a recent client and one with more than two years with your solution. If your company replaced an existing eProcurement system, enumerate that as well.

These references will be checked and may affect the award of the contract. The City of Manhattan Beach reserves the right to contact any of the organizations or individuals listed or any others that may stem from the inquiry.

Reference 1

Agency Name: City of Norfolk, Virginia

Address: 301 E City Hall Ave, Norfolk, VA 23510

Contract Dates: Began Implementation in March 2020 and went live a week later.

This is an ongoing active SaaS perpetual contract.

Contact: **Krystyna J. Owen, MPA, NIGP-CPP, CPPO, CPPB** – Purchasing Agent

Email: Krystyna.Owen@norfolk.gov Phone: (757) 664 4063

Contact: **Michael Bevis, JD, NIGP-CPP, CPPO, CPSM, C.P.M., CJP** – Chief Procurement Officer

Email: Michael.Bevis@norfolk.gov Phone: (757) 664-4787

Work Description: **e-Procurement Software**

Solicitation Development, Vendor Database, Electronic Bidding, Evaluations, Awarding

Link to Portal: <https://secure.procurenow.com/portal/norfolk>

Total Fees: \$30,000 Annually

Reference 2

Agency Name: The City of Milpitas, CA

Address: 455 E Calaveras Blvd, Milpitas, CA 95035

Contract Dates: Project Started January 2019. This is an active SaaS perpetual contract.

Contact: Zachary DeVine Title: Buyer

Email: zdevine@ci.milpitas.ca.gov Phone: 408-586-3163

Work Description: **e-Procurement Software (replaced Public Purchase)**

Intake Management, Solicitation Development, Vendor Database, Electronic Bidding, Evaluations, Awarding, Contract Management

Number of Users: 50 (10 Buyers/Admin – 40 Department Drafters and Evaluators)

City IT Department sponsored the project to update the City's e-Bidding solution from Public Purchase to ProcureNow. They also moved from Paper Contracts to ProcureNow Contracts.

Link to Portal: <https://secure.procurenow.com/portal/milpitas-ca?status=all>

Cost: \$20,000 / Year

Reference 3

Agency Name: **City of Santa Monica, CA**

Address: 1717 4th Street Suite 250, Santa Monica, CA 90401

Contract Dates: Began Implementation in August 2018 and went live November 2018.

This is an ongoing active SaaS perpetual contract.

Contact: **Araceli Esparza** Title: Procurement Director

Email: araceli.esparza@smgov.net Phone: (310) 458-2201 x 5359

Work Description: **e-Procurement Software (replaced PlanetBids)**

Solicitation Development, Vendor Database, Electronic Bidding, Evaluations, Awarding

Link to Bidding Portal: <https://secure.procurenow.com/portal/santa-monica-ca>

Total Fees: \$51,600 Annually

Reference 4

Agency Name: **City of Banning, California**

Address: 99 E. Ramsey Street; Banning, CA 92220

Dates: Began Implementation in September 2019 and went live in January 2020.

This is an ongoing active SaaS perpetual contract.

Contact Person: **Shiloh Rogers** Responsibility: Purchasing Manager

Email: srogers@banningca.gov Phone: 951-922-3121

Work Description: **e-Procurement Software (replaced PlanetBids)**

Solicitation Development, Vendor Database, Electronic Bidding, Evaluations, Awarding, Contract Management

Link to Bidding Portal: <https://secure.procurenow.com/portal/banning-ca>

Total Fees: \$12,000 Annually

Exceptions

Please provide any proposed exceptions, additions, or deletions to the City's request for proposal or agreement. Proposed exceptions will be considered on a case-by-case basis, but there is no guarantee that proposed exceptions will be accepted by the City.

No Exceptions to note.

Marketing Materials

Please include any marketing materials, if pertinent to your response.

We hope you have been able to receive a comprehensive view of ProcureNow through the customized responses based on the City of Manhattan Beach's specific requirements!



City of Manhattan Beach
Finance Department
General Services Division

Attachment #3 -
RFP #1252-21 eProcurement Solution Comparison

| <u>Vendor</u> | <u>Annual Cost</u> | <u>Comments</u> |
|--------------------------------|--------------------|---|
| 1. GovList (ProcureNow) | \$24,000.00 | Meets specifications, unlimited users |
| 2. Planet Bids | \$42,475.00 | No specification writer, cost is based on 10 users |
| 3. IonWave | \$16,220.00 | No specification writer, library available by special request |
| 4. Proactis | \$36,244.00 | No specification writer, no library of past bids |
| 5. Negometrix | \$24,700.00 | No specification writer |
| 6. CobbleStone | \$125,000.00 | Too expensive relative to other proposals |
| 7. Jaggaer | \$207,649.00 | Too expensive relative to other proposals |
| 8. CIPPlanner | \$89,730.00 | Too expensive relative to other proposals |
| 9. Lorenzana | N/A | Custom software proposed when off-the shelf was required. |



Agenda Date: 3/16/2021

TO:

Honorable Mayor and Members of the City Council

THROUGH:

Bruce Moe, City Manager

FROM:

Derrick Abell, Chief of Police
Wolfgang Knabe, Interim Fire Chief

SUBJECT:

Report on Police and Fire Software Updates and Solutions (Computer Aided Dispatch and Emergency Notification System) (Police Chief Abell).

RECEIVE REPORT

RECOMMENDATION:

Staff recommends that the City Council receive the report.

FISCAL IMPLICATIONS:

There are no fiscal implications associated with the recommended action.

BACKGROUND:

The City Council Work Plan includes projects to upgrade several Police Department and Fire Department software solutions, including the public safety Computer Aided Dispatch System, Records Management System, and Emergency Notification System. An update on progress of these upgrades was requested to be provided to City Council outside of a Work Plan meeting.

DISCUSSION:

Update on Computer Aided Dispatch System Project with Mark43

In Fiscal Year 2017-2018, the South Bay Regional Public Communications Authority (SBRPCA) began the process of replacing its Computer Aided Dispatch (CAD) and Records Management Systems (RMS) with vendor Mark43. The consortium cities are sharing the cost of the upgrade. Hawthorne Police Department was initially identified as the project management lead. The RMS portion of the upgrade was completed in October 2018.

The SBRPCA assumed project management responsibilities for the upgrade to the Computer Aided Dispatch System in December of 2019. Staff from the SBRPCA participate in weekly web-based meetings with representatives from Mark43 to determine the as-is functionality of Mark43's Police CAD system, and is in the early stages of testing and validating the Fire CAD system.

In June of 2020, the Authority held a special meeting of the User Committee and contract city Police and Fire Chiefs to discuss the current state of the Mark43 CAD project and determine if the development of an alternative plan was warranted. They unanimously agreed to move forward with Mark43 CAD with specific contract revisions.

The Authority's legal counsel is currently working on a new CAD agreement between the Authority and Mark43 and a draft agreement is set to be completed next month. The contract will include a reduction in costs for the CAD system and financial penalties should benchmarks not be met.

The Authority anticipates going-live on the Mark43 system at the earliest June of 2021 or at the latest December of 2021. It should be noted that the project could be further delayed should the vendor encounter other unforeseen challenges.

Update on Public Safety Mass Notification System

The Police Department has utilized Nixle for community notifications since 2013. In March 2019, the City entered into a three-year agreement with Nixle's parent company, Everbridge, to provide a more robust Mass Notification System that enables every City department the ability to send notifications via more than 25 contact paths to individuals or groups using lists, locations, and visual intelligence. This comprehensive notification solution keeps employees, residents and visitors informed before, during and after all events, operational incidents, and emergencies. It also brings the City into compliance with state legislation (Senate Bill 833 and Assembly Bill 1646) regarding integrated alerting and notification system.

The City has completed system set up and created alert types and groups, uploaded existing GIS shape files to create notification boundaries throughout the City, and established guidelines and procedures on approved messaging procedures. Training is being provided to employees responsible for emergency notification releases. Staff involved in public information will be doing community outreach. The Everbridge Mass Notification system will be fully implemented by the end of March 2021.

Staff will provide a demonstration of the system at an upcoming City Council meeting.

PUBLIC OUTREACH:

City staff will be doing community outreach to announce the transition to Everbridge, including press release, Nixle and City website notifications, banners, and flyers.

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 this report and determined that no additional legal analysis is necessary.



Agenda Date: 3/16/2021

TO:

Honorable Mayor and Members of the City Council

THROUGH:

Bruce Moe, City Manager

FROM:

Carrie Tai, AICP, Community Development Director
Talyn Mirzakhanian, Planning Manager

SUBJECT:

Receive and File the 2020 Housing Element Annual Progress Report as Required by the California Department of Housing and Community Development (Community Development Director Tai).

RECEIVE AND FILE

RECOMMENDATION:

Staff recommends that the City Council receive and file the Housing Element Annual Progress Report for calendar year 2020.

FISCAL IMPLICATIONS:

There are no fiscal implications associated with the recommended action. By filing the report with the California Department of Housing and Community Development (HCD) and the State of California Office of Planning and Research (OPR), the City will be in compliance with Government Code Section 65400 and is eligible to apply for housing related grants through HCD.

BACKGROUND:

The Housing Element is one of the State-mandated Elements of a General Plan. The current planning period for the Housing Elements of cities in the Southern California Association of Governments (SCAG) region extends through 2021. The City's 2013-2021 Housing Element was adopted by the City Council on February 4, 2014, and subsequently certified by HCD.

Pursuant to Government Code Section 65400, by April 1 of each year of the planning period, every municipality shall prepare and submit a Housing Element Annual Progress Report to HCD and OPR. Prior to filing the report with HCD and OPR, the report must be considered by the City

Council at a public meeting, where members of the public can provide oral testimony and written comments. The State uses the information submitted by the City to identify statewide trends in the land use decision making process, and to determine how local planning and development activities relate to statewide planning goals, policies, and housing needs.

DISCUSSION:

The Housing Element Annual Progress Report is prepared on standard forms provided by HCD and includes information related to the number of building permits issued for construction of new housing units and the associated affordability level, the number of residential demolition permits issued, the submittal and approval of planning entitlements proposing residential development, and the City's progress toward the Regional Housing Needs Assessment (RHNA) allocation. The 2020 Housing Element Annual Progress Report is attached.

Each jurisdiction's RHNA allocation is prescribed by the Southern California Association of Governments (SCAG) prior to the planning period. The RHNA allocation is derived from the statewide allocation. SCAG prescribes the number of additional housing units necessary at different income levels in order for each municipality in the region to accommodate their fair share of anticipated population growth during the planning period. The 2013-2021 RHNA obligations, as allocated by SCAG, set forth the planning period goal of 38 units for Manhattan Beach, divided into the following four household income categories:

- Very-Low Income - 10 units
- Low Income - 6 units
- Moderate Income - 7 units
- Above-Moderate Income - 15 units

Between 2014 and 2020, the City issued 456 building permits for new residential construction, all at the above-moderate income level. In 2020, pursuant to our building permit records, there was no net gain in residential units to report. While the City has not issued any permits for new residential construction at extremely-low, very-low, and moderate income levels during this time period, the City continues to encourage and promote the development of affordable housing in order to meet the goals of the City, SCAG, and HCD through implementation of the following policies and programs and as detailed in the certified Housing Element:

- Implementation of the mansionization ordinance and minor exception process which promotes the preservation of smaller legal non-conforming homes.
- Refraining from the approval of lot mergers that would result in a reduction in the number of residences allowed.
- Continuing to facilitate infill development in residential areas.
- Preserving existing affordable senior housing.
- Providing incentives for low-income and senior housing development.
- Encouraging the development of second units (Accessory Dwelling Units) in residential areas.
- Processing and approving requests for Reasonable Accommodations for persons with disabilities.
- Enforcing green building techniques and encouraging water conservation.

In total, the Housing Element includes 12 programs that cover various areas to continue to encourage and promote the development of affordable housing. Progress on these programs is documented in the attached report.

Cities and counties in California will update their Housing Elements for the next cycle (6th cycle) by October 2021. SCAG released the final allocations on March 4, 2021. The RHNA allocation for Manhattan Beach is 774 units.

PUBLIC OUTREACH:

Public outreach and notification was not required for this issue.

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 and no environmental review is necessary.

LEGAL REVIEW:

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

ATTACHMENT:

1. 2020 Housing Element Annual Progress Report

| | | |
|----------------|-----------------|--------------------|
| Jurisdiction | Manhattan Beach | |
| Reporting Year | 2020 | (Jan. 1 - Dec. 31) |

ANNUAL ELEMENT PROGRESS REPORT Housing Element Implementation

Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

(CCR Title 25 §6202)

Table A
Housing Development Applications Submitted

| Project Identifier | | | | Unit Types | | Date Application Submitted | Proposed Units - Affordability by Household Incomes | | | | | | | Total Approved Units by Project | Total Disapproved Units by Project | Streamlining | Notes | | |
|-------------------------------------|-------------|-------------------|---------------|---------------------------------|--|----------------------------|---|---------------------------------|-------------------------------------|----------------------------|--------------------------------|---------------------------------|-------------------------------------|---------------------------------|------------------------------------|---------------------------------|------------------------------------|---|---------------------------------|
| 1 | | | | 2 | 3 | 4 | 5 | | | | | | | 6 | 7 | 8 | 9 | 10 | |
| Prior APN* | Current APN | Street Address | Project Name* | Local Jurisdiction Tracking ID* | Unit Category (SFA,SFD,2 to 4,5+,ADU,MH) | Tenure R=Renter O=Owner | Date Application Submitted (see instructions) | Very Low-Income Deed Restricted | Very Low-Income Non Deed Restricted | Low-Income Deed Restricted | Low-Income Non Deed Restricted | Moderate-Income Deed Restricted | Moderate-Income Non Deed Restricted | Above Moderate-Income | Total PROPOSED Units by Project | Total APPROVED Units by project | Total DISAPPROVED Units by Project | Was APPLICATION SUBMITTED Pursuant to GC 65913.4(b)? (SB 35 Streamlining) | Notes* |
| Summary Row: Start Data Entry Below | | | | | | | | | | | | | | | | | | | |
| | 4180018017 | 116 2ND ST | | | SFD | O | 1/22/2020 | | | | | | | | 77 | 77 | 10 | 0 | 0 |
| | | | | | | | | | | | | | | | 1 | 1 | | No | |
| | | | | | | | | | | | | | | | 0 | | | | |
| | | | | | | | | | | | | | | | 0 | | | | |
| | 4176022002 | 228 29TH ST | | | SFD | O | 2/4/2020 | | | | | | | | 1 | 1 | | No | Still in plan check |
| | 4177017015 | 323 23RD ST | | | SFD | O | 2/18/2020 | | | | | | | | 1 | 1 | | No | Still in plan check |
| | 4170022026 | 711 11TH ST | | | SFD | O | 2/18/2020 | | | | | | | | 1 | 1 | | No | |
| | 4171008017 | 1905 PALM AVE | | | SFD | O | 2/25/2020 | | | | | | | | 1 | 1 | 1 | No | |
| | 4175006009 | 445 36TH ST | | | SFD | O | 2/26/2020 | | | | | | | | 1 | 1 | 1 | No | |
| | 4180007032 | 420 5TH ST | | | SFD | O | 3/2/2020 | | | | | | | | 1 | 1 | 1 | No | |
| | 4138022062 | 15 CHATHAM | | | SFD | O | 3/6/2020 | | | | | | | | 1 | 1 | | No | Still in plan check |
| | 4165013022 | 1709 23RD ST | | | SFD | O | 5/18/2020 | | | | | | | | 1 | 1 | | No | |
| | 4173004003 | 908 ROSECRANS AVE | | | SFD | O | 5/20/2020 | | | | | | | | 1 | 1 | | No | Still in plan check |
| | 4163007003 | 617 AVIATION WAY | | | 2 to 4 | O | 5/21/2020 | | | | | | | | 4 | 4 | | No | Still in plan check |
| | 4176015015 | 417 31ST ST | | | SFD | O | 5/26/2020 | | | | | | | | 1 | 1 | | No | Still in plan check |
| | 4170018005 | 1204 FISHER AVE | | | SFD | O | 6/1/2020 | | | | | | | | 1 | 1 | | No | Still in plan check |
| | 4177005021 | 518 24TH ST | | | SFD | O | 6/11/2020 | | | | | | | | 1 | 1 | | No | Still in plan check |
| | 4174001054 | 664 ROSECRANS AVE | | | SFD | O | 6/12/2020 | | | | | | | | 1 | 1 | 1 | No | Review completed, fees not paid |
| | 4176013020 | 437 29TH ST | | | SFD | O | 6/22/2020 | | | | | | | | 1 | 1 | | No | Review completed, fees not paid |
| | 4176013020 | 433 29TH ST | | | SFD | O | 6/23/2020 | | | | | | | | 1 | 1 | | No | Still in plan check |
| | 4163005012 | 1756 VOORHEES AVE | | | SFD | O | 6/25/2020 | | | | | | | | 1 | 1 | | No | Still in plan check |
| | 4170009022 | 1213 ELM AVE | | | SFD | O | 6/26/2020 | | | | | | | | 1 | 1 | 1 | No | |
| | 4173015002 | 3408 MAPLE AVE | | | SFD | O | 6/30/2020 | | | | | | | | 1 | 1 | 1 | No | |
| | 4167013005 | 1300 11TH ST | | | SFD | O | 7/1/2020 | | | | | | | | 1 | 1 | | No | Still in plan check |
| | 4167020022 | 1217 5TH ST | | | SFD | O | 7/7/2020 | | | | | | | | 1 | 1 | | No | Still in plan check |
| | 4163016005 | 1636 2ND ST | | | SFD | O | 7/10/2020 | | | | | | | | 1 | 1 | | No | Still in plan check |

| | |
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Note: "*" Indicates an optional field
 Cells in grey contain auto-calculation formulas

| Table A2 | | | | | | | | | | | | | | | | | | | | | | | | |
|---|-------------|----------------|-------------------------------|---------------------------------|--|---------------------------|--|-------------------------------------|----------------------------|--------------------------------|---------------------------------|-------------------------------------|-----------------------|---|--------------------------------|---------------------------------|-------------------------------------|----------------------------|--------------------------------|---------------------------------|-------------------------------------|-----------------------|------------------------------|------------------------------------|
| Annual Building Activity Report Summary - New Construction, Entitled, Permits and Completed Units | | | | | | | | | | | | | | | | | | | | | | | | |
| Project Identifier | | | | | Unit Types | | Affordability by Household Incomes - Completed Entitlement | | | | | | | Affordability by Household Incomes - Building Permits | | | | | | | | | | |
| 1 | | | | | 2 | 3 | 4 | | | | | | | 5 | 6 | 7 | | | | | | | 8 | 9 |
| Prior APN* | Current APN | Street Address | Project Name* | Local Jurisdiction Tracking ID* | Unit Category (SFA,SFD,2 to 4,5+,ADU,MH) | Tenure (R=Rentor O=Owner) | Very Low-Income Deed Restricted | Very Low-Income Non Deed Restricted | Low-Income Deed Restricted | Low-Income Non Deed Restricted | Moderate-Income Deed Restricted | Moderate-Income Non Deed Restricted | Above Moderate-Income | Entitlement Date Approved | # of Units Issued Entitlements | Very Low-Income Deed Restricted | Very Low-Income Non Deed Restricted | Low-Income Deed Restricted | Low-Income Non Deed Restricted | Moderate-Income Deed Restricted | Moderate-Income Non Deed Restricted | Above Moderate-Income | Building Permits Date Issued | # of Units Issued Building Permits |
| Summary Row: Start Date Entry Below | | | | | | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 2 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | 418001005 | 4180001049 | 308 HIGHLAND AVE/309 CREST DR | | 2 to 4 | O | | | | | | | | | 0 | | | | | | | | | 0 |
| | | 4176030008 | 2709 Manhattan Ave | | 2 to 4 | O | | | | | | | 2 | 7/27/2020 | 2 | | | | | | | | | 0 |

| Affordability by Household Incomes - Certificates of Occupancy | | | | | | | | Streamlining | Infill | Housing with Financial Assistance and/or Deed Restrictions | Housing without Financial Assistance or Deed Restrictions | Term of Affordability or Deed Restriction | Demolished/Destroyed Units | | | Notes | | | |
|--|-------------------------------------|----------------------------|--------------------------------|---------------------------------|-------------------------------------|-----------------------|---|---|--|--|---|---|--|--|--|---------------------------------------|--------------------------------|---|--------|
| 10 | | | | | | | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | | | 21 |
| Very Low-Income Deed Restricted | Very Low-Income Non Deed Restricted | Low-Income Deed Restricted | Low-Income Non Deed Restricted | Moderate-Income Deed Restricted | Moderate-Income Non Deed Restricted | Above Moderate-Income | Certificates of Occupancy or other forms of readiness (see instructions) <u>Date Issued</u> | # of Units Issued Certificates of Occupancy or other forms of readiness | How many of the units were Extremely Low Income? | Was Project APPROVED using GC 65913.4(b)? (SB 35 Streamlining) Y/N | Infill Units? Y/N | Assistance Programs for Each Development (see instructions) | Deed Restriction Type (see instructions) | For units affordable without financial assistance or deed restrictions, explain how the locality determined the units were affordable (see instructions) | Term of Affordability or Deed Restriction (years) (if affordable in perpetuity enter 1000) | Number of Demolished/Destroyed Units* | Demolished or Destroyed Units* | Demolished/Destroyed Units Owner or Renter* | Notes* |
| 0 | 0 | 0 | 0 | 0 | 0 | 5 | 12/24/2020 | 5 | 0 | N | Y | | | | 1 | Demolished | O | | |
| | | | | | | 2 | 11/17/2020 | 2 | | N | Y | | | | 1 | Demolished | O | | |
| | | | | | | | | 0 | | N | Y | | | | 1 | Demolished | O | CDP/Demo of existing structure & construction of a NSFR with ADU, covenant required for ADU, 30-day min. for rental. JADU must be owner occupied. | |

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This table is auto-populated once you enter your jurisdiction name and current year data. Past year information comes from previous APRs.
 Please contact HCD if your data is different than the material supplied here

| Table B | | | | | | | | | | | | | |
|---|---------------------|--|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|--|---|
| Regional Housing Needs Allocation Progress | | | | | | | | | | | | | |
| Permitted Units Issued by Affordability | | | | | | | | | | | | | |
| | | 1 | 2 | | | | | | | | 3 | 4 | |
| Income Level | | RHNA Allocation by Income Level | 2013 | 2014 | 2015 | 2016 | 2017 | 2018 | 2019 | 2020 | 2021 | Total Units to Date (all years) | Total Remaining RHNA by Income Level |
| | Deed Restricted | 10 | | | | | | | | | | | 10 |
| Very Low | Non-Deed Restricted | | | | | | | | | | | | |
| | Deed Restricted | 6 | | | | | | | | | | | 6 |
| Low | Non-Deed Restricted | | | | | | | | | | | | |
| | Deed Restricted | 7 | | | | | | | | | | | 7 |
| Moderate | Non-Deed Restricted | | | | | | | | | | | | |
| Above Moderate | | 15 | 73 | 86 | 40 | 81 | 43 | 96 | | | | 419 | |
| Total RHNA | | 38 | | | | | | | | | | | |
| Total Units | | | 73 | 86 | 40 | 81 | 43 | 96 | | | | 419 | 23 |

Note: units serving extremely low-income households are included in the very low-income permitted units totals
 Cells in grey contain auto-calculation formulas

ANNUAL ELEMENT PROGRESS REPORT

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| | | | |
|--|---|-------------------------|--|
| Jurisdiction | Manhattan Beach | | |
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| Table D | | | |
| Program Implementation Status pursuant to GC Section 65583 | | | |
| Housing Programs Progress Report | | | |
| Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element. | | | |
| 1 | 2 | 3 | 4 |
| Name of Program | Objective | Timeframe in H.E | Status of Program Implementation |
| Program 1a. Continue to enforce provisions of the Zoning Code which specify District Development Regulations for height, lot coverage, setbacks, open space, and parking. | Continue to preserve the character of existing neighborhoods. Provisions act to discourage construction of overly large dwellings, which lead to increase pressure to demolish more affordable, modest dwellings. | 2013-2021 | The City continued to enforce Zoning Code standards. This program is appropriate and should be continued through the implementation of the mansionization ordinance and minor exception process which promotes the preservation of smaller legal non-conforming homes. |
| Program 1b. Continue to apply the Design Overlay as provided under Section 10.44 of the Municipal Code, as appropriate. | Preserve neighborhood character citywide. Specific development standards address the unique needs and nature of a given neighborhood. | 2013-2021 | The City continues to apply the Design Overlay regulations. This program is appropriate and should be continued through enforcing specific development standards for each overlay zone while taking into consideration the unique nature of each given neighborhood. |
| Program 1c. Refrain from approval of lot mergers that would result in a reduction in the number of residences allowed. | Preserve neighborhood character citywide | 2013-2021 | This program is appropriate and implementation continues through enforcing the existing maximum lot size standards and the City's compliance with the State's no net loss regulations. |

| | | | |
|---|---|-------------------------|---|
| <p>Program 2a. Allow non-conforming dwellings to remain and improve.</p> | <p>Preserve smaller, more affordable housing units.</p> | <p>2013-2021</p> | <p>The City continues to allow non-conforming dwellings to remain. This program is appropriate and should be continued through the implementation of the mansionization ordinance and minor exception process, which promotes the preservation of smaller legal more affordable nonconforming homes.</p> |
| <p>Program 2b. Utilize Community Development Block Grant funds or exchange funds for home improvement loans for low-income residents, consistent with income limits provided for such funding, and pursue additional sources of funding for City programs.</p> | <p>Preserve/improve 16 low and moderate income units</p> | <p>2013-2021</p> | <p>CDBG funds ADA improvements and projects citywide including the senior housing units located in the Manhattan Village Senior Villas.</p> |
| <p>Program 3a. Continue to facilitate infill development in residential areas.</p> | <p>Increase the supply of housing through infill development.</p> | <p>2013-2021</p> | <p>This program is appropriate and should be continued by encouraging development of scattered vacant and underutilized infill sites.</p> |
| <p>Program 3b. Facilitate multi-family residential development in the CL, CD, and CNE commercial districts</p> | <p>Provide adequate sites to accommodate the City's lower-income RHNA allocation</p> | <p>2013-2021</p> | <p>Staff to initiate code amendment to allow streamlined permitting for residential projects in commercial districts in 2021.</p> |
| <p>Program 3c. Continue to provide for a mixture of uses in the Manhattan Village area</p> | <p>25 senior units</p> | <p>2013-2021</p> | <p>Mixture of uses in Manhattan Village continues to be maintained.</p> |
| <p>Program 3d. Ensure that development standards in the CD and CNE Districts do not pose unreasonable constraints to housing.</p> | <p>Facilitate development of affordable multifamily and mixed-use developments</p> | <p>2013-2021</p> | <p>Staff to initiate code amendment to commercial permitted uses table in 2021.</p> |

| | | | |
|---|---|---|---|
| Program 3e. No Net Loss | Ensure no net loss of housing capacity throughout the planning period. | Continue to implement Government Code Section 65863. | As part of the annual reporting process the City continued to monitor site capacity and the net remaining RHNA. No net loss of housing capacity occurred during the planning period. |
| Program 4. Regulate the conversion of rental housing to condominiums. | Preserve 12 affordable units | 2013-2021 | No affordable units were converted to condominiums in 2020. |
| Program 5a. Provide incentives for housing affordable to low-income households and senior housing | Additional affordable housing units commensurate with the City's RHNA allocation. | 2013-2021 | Incentives are provided within the Zoning Code. No Density Bonus projects were submitted this year. |
| Program 5b. Streamline the development process to the extent feasible | Streamline the development review process for multi-family development | 2013-2021 | The City continued to process multi-family applications in a streamlined manner. |
| Program 5c. Allow the establishment of manufactured housing on single-family residential lots | Continue to facilitate development of manufactured housing as a means of reducing housing cost | 2013-2021 | The Zoning and Building Codes allow manufactured homes. No manufactured housing permits were requested in 2020. |
| Program 5d. Work with the private sector to facilitate the provision of low-and moderate-priced housing | Facilitate the production of new affordable units commensurate with the City's RHNA allocation. | 2013-2021 | No affordable housing developments were proposed in 2020. The City will continue to encourage and work with private and non-profit developers to produce affordable housing. |
| Program 5e. Allow second units in residential areas | Encourage production of second units | Ordinance adopted December 2019 | An Interim ADU ordinance was in place through 2020 in accordance with updated State laws. Work progressed on the long-term ADU ordinance; all Planning Commission hearings were conducted in 2020 and a recommendation for City Council obtained. |
| Program 6a. Continue to participate in Los Angeles County Housing Authority programs, and publicize availability of Section 8 rental assistance for households in the City | Facilitate rent subsidies for very-low- and extremely-low-income residents through Section 8 vouchers. | 2013-2021 | There are various internet resources dedicated to advertising Section 8 housing units in many jurisdictions. Due to limitations in resources, the City periodically monitors the internet to ensure that dwelling units accepting the Section 8 program are visible on the internet. |

| | | | |
|---|---|------------------|---|
| Program 7a. Continue to participate in area-wide programs to ensure fair housing. | Address 100 percent of fair housing complaints | 2013-2021 | The City continues addresses all fair housing complaints. |
| Program 7b. Provide for the housing needs of seniors | Preserve 81 affordable senior units | 2013-2021 | All of the existing 81 affordable senior units have been maintained. |
| Program 7c. Provide for the special needs of seniors so that they may remain in the community. | Maintain part-time Senior Services Care Manager | 2013-2021 | The Parks and Recreation Department has a full-time Older Adults Program Supervisor, as well as support staff, that provides these services to seniors. |
| Program 7d. Reasonable accommodation for persons with disabilities. | Continue to implement procedures for ensuring reasonable accommodation | 2013-2021 | The City received no reasonable accommodations requests in 2020. |
| Program 7e. Emergency shelters and transitional/supportive housing. | Continue to facilitate the provision of emergency shelters, transitional and supportive housing in compliance with SB 2. Program results will be monitored as part of the annual General Plan report | 2013-2021 | The Zoning Code has provisions for emergency and transitional/supportive housing. No emergency shelter or transitional/supportive housing applications were submitted. |
| Program 8a. Continue the active code enforcement program for illegal and substandard units. | Respond to 100 percent of reports of substandard units. | 2013-2021 | The City continued to investigate reports of code violations and substandard housing. This program will be continued. |
| Program 10. Waive fees for installation of solar panels | Process permits for new solar panels at no cost | 2013-2021 | The City continued to process solar permits at a minimal cost of \$100. |
| Program 11a. Enforce green building techniques | 100 percent compliance for new units | 2013-2021 | The City continued to implement this program. In 2019, the City adopted the 2019 California Green Building Standards Code and the 2019 California Energy Code, which continued to be in effect through 2020. |
| Program 11b. Encourage water conservation | Reduced water consumption | 2013-2021 | The City continued to implement water conservation regulations in the Municipal Code. |

| | | | |
|---|--|------------------|--|
| Program 12. Provide a balance of residential and employment-generating uses in the City, including mixed-use projects. | Continue to encourage mixed use projects. | 2013-2021 | One mixed-use project obtained entitlements in 2019. Building permits for this project are in process. None were requested or approved in 2020. |
|---|--|------------------|--|

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| Jurisdiction | Manhattan Beach | |
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Note: "+" indicates an optional field
Cells in grey contain auto-calculation formulas

| Table E | | | | | | | | | |
|--|----------------|---------------------------|---|--|------------|-----------------|-----------------------|---|--|
| Commercial Development Bonus Approved pursuant to GC Section 65915.7 | | | | | | | | | |
| Project Identifier | | | | Units Constructed as Part of Agreement | | | | Description of Commercial Development Bonus | Commercial Development Bonus Date Approved |
| 1 | | | | 2 | | | | 3 | 4 |
| APN | Street Address | Project Name ⁺ | Local Jurisdiction Tracking ID ⁺ | Very Low Income | Low Income | Moderate Income | Above Moderate Income | Description of Commercial Development Bonus | Commercial Development Bonus Date Approved |
| Summary Row: Start Data Entry Below | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
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Note: "+" indicates an optional field
 Cells in grey contain auto-calculation formulas

Table F

Units Rehabilitated, Preserved and Acquired for Alternative Adequate Sites pursuant to Government Code section 65583.1(c)

Please note this table is optional: The jurisdiction can use this table to report units that have been substantially rehabilitated, converted from non-affordable to affordable by acquisition, and preserved, including mobilehome park preservation, consistent with the standards set forth in Government Code section 65583.1, subdivision (c). Please note, motel, hotel, hostel rooms or other structures that are converted from non-residential to residential units pursuant to Government Code section 65583.1(c)(1)(D) are considered net-new housing units and must be reported in Table A2 and not reported in Table F.

| Activity Type | Units that Do Not Count Towards RHNA ⁺ Listed for Informational Purposes Only | | | | Units that Count Towards RHNA ⁺ Note - Because the statutory requirements severely limit what can be counted, please contact HCD to receive the password that will enable you to populate these fields. | | | | The description should adequately document how each unit complies with subsection (c) of Government Code Section 65583.1 ⁺ |
|----------------------------------|---|------------------------------|-------------------------|--------------------------|---|------------------------------|-------------------------|--------------------------|---|
| | Extremely Low-Income ⁺ | Very Low-Income ⁺ | Low-Income ⁺ | TOTAL UNITS ⁺ | Extremely Low-Income ⁺ | Very Low-Income ⁺ | Low-Income ⁺ | TOTAL UNITS ⁺ | |
| Rehabilitation Activity | | | | | | | | | |
| Preservation of Units At-Risk | | | | | | | | | |
| Acquisition of Residential Units | | | | | | | | | |
| Mobilehome Park Preservation | | | | | | | | | |
| Total Units by Income | | | | | | | | | |

| | |
|-------------------------|-------------------------|
| Jurisdiction | Manhattan Beach |
| Reporting Period | 2020 (Jan. 1 - Dec. 31) |

NOTE: This table must only be filled out if the housing element sites inventory contains a site which is or was owned by the reporting jurisdiction, and has been sold, leased, or otherwise disposed of during the reporting year.

Note: "+" indicates an optional field
Cells in grey contain auto-calculation formulas

**ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation
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| Table G | | | | | | |
|--|-----------------------|---------------------------------|---|---|--|------------------------------|
| Locally Owned Lands Included in the Housing Element Sites Inventory that have been sold, leased, or otherwise disposed of | | | | | | |
| Project Identifier | | | | | | |
| 1 | | | | 2 | 3 | 4 |
| APN | Street Address | Project Name⁺ | Local Jurisdiction Tracking ID⁺ | Realistic Capacity Identified in the Housing Element | Entity to whom the site transferred | Intended Use for Site |
| Summary Row: Start Data Entry Below | | | | | | |
| | | | | | | |
| | | | | | | |
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Housing Element Implementation
(CCR Title 25 §6202)

| Table H | | | | | | |
|-------------------------------------|------------------------------------|---------------------|------------------------|----------------------------|-------------------------------|--------------|
| Locally Owned Surplus Sites | | | | | | |
| Parcel Identifier | | | | Designation | Size | Notes |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| APN | Street Address/Intersection | Existing Use | Number of Units | Surplus Designation | Parcel Size (in acres) | Notes |
| Summary Row: Start Data Entry Below | | | | | | |
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| | | |
|-----------------------|-----------------|--------------------|
| Jurisdiction | Manhattan Beach | |
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| Building Permits Issued by Affordability Summary | | |
|---|---------------------|---------------------|
| Income Level | | Current Year |
| Very Low | Deed Restricted | 0 |
| | Non-Deed Restricted | 0 |
| Low | Deed Restricted | 0 |
| | Non-Deed Restricted | 0 |
| Moderate | Deed Restricted | 0 |
| | Non-Deed Restricted | 0 |
| Above Moderate | | 0 |
| Total Units | | 0 |

Note: Units serving extremely low-income households are included in the very low-income permitted units totals

| Housing Applications Summary | |
|--|----|
| Total Housing Applications Submitted: | 60 |
| Number of Proposed Units in All Applications Received: | 77 |
| Total Housing Units Approved: | 10 |
| Total Housing Units Disapproved: | 0 |

| Use of SB 35 Streamlining Provisions | |
|---|---|
| Number of Applications for Streamlining | 0 |
| Number of Streamlining Applications Approved | 0 |
| Total Developments Approved with Streamlining | 0 |
| Total Units Constructed with Streamlining | 0 |

| Units Constructed - SB 35 Streamlining Permits | | | |
|---|---------------|------------------|--------------|
| Income | Rental | Ownership | Total |
| Very Low | 0 | 0 | 0 |
| Low | 0 | 0 | 0 |
| Moderate | 0 | 0 | 0 |
| Above Moderate | 0 | 0 | 0 |
| Total | 0 | 0 | 0 |

Cells in grey contain auto-calculation formulas



Agenda Date: 3/16/2021

TO:

Honorable Mayor and Members of the City Council

THROUGH:

Bruce Moe, City Manager

FROM:

Carrie Tai, AICP, Acting Public Works Director
Prem Kumar, City Engineer

SUBJECT:

Second Reading and Adoption of Ordinance 21-0003 Amending Chapter 9.78 of the Manhattan Beach Municipal Code - Flood Plain Management Regulations - Areas of Special Flood Hazards (Acting Public Works Director Tai).

ADOPT ORDINANCE NO. 21-0003

RECOMMENDATION:

Staff recommends that City Council waive further reading and adopt Ordinance No. 21-0003, amending Chapter 9.78 (Flood Plain Management Regulations - Areas of Special Flood Hazards) of the Manhattan Beach Municipal Code (MBMC) to remain in compliance with the National Flood Insurance Program (NFIP).

FISCAL IMPLICATIONS:

There are no fiscal implications associated with the recommended action.

BACKGROUND:

On March 2, 2021, the City council unanimously introduced Ordinance No. 21-0003 amending Chapter 9.78 of the MBMC. Flood hazards are mapped by the Federal Emergency Management Agency (FEMA) commonly on a Flood Insurance Rate Map (FIRM).

DISCUSSION:

A FIRM is a product of the Flood Insurance Study (FIS), which is periodically performed by FEMA resulting in flood hazard determinations (FHDs). FEMA recently modified the FHDs affecting the FIRM and FIS in Los Angeles (LA) County. The final FHDs will be published in the Federal Register. As a condition of continued eligibility in the NFIP, each local jurisdiction must adopt or show evidence of prior adoption of floodplain management regulations that meet the standards of Paragraph 60.3(e) of the NFIP regulations.

The Public Works Director is designated as the Floodplain Administrator for the City of Manhattan Beach in accordance with MBMC Section 9.78.050. The City's first Flood Plain Management Ordinance, codified in MBMC Chapter 9.78, was adopted by the City in August 2006 as Ordinance No. 2087. FEMA has reviewed Chapter 9.78 and determined that minor but important changes are necessary in order to remain in compliance with the NFIP.

All communities along the Pacific Ocean were included in the 2017 FEMA Open Pacific Coast Study. As a result of this Study, a new Community Number and Suffix Code associated with FIRM Panels have been designated for each community. The City must amend its floodplain management regulations based on FEMA's technical review to meet the minimum requirements of the NFIP. These amendments are necessary because of the recent modifications to the FIRM and FIS report for the City. FEMA's technical representatives have recently reviewed Chapter 9.78 and determined that it requires some very minor but important modifications in terminology and for consistency with the 2019 Edition of the California Building Code (CBC).

Amending Chapter 9.78 provides the Public Works Department with the ability to uniformly ensure safe development in the City that are consistent with the rest of the County. These MBMC changes must be effective by April 21, 2021 or the City will be suspended from participating in the NFIP, which would result in property owners being unable to purchase flood insurance at the cheapest rates under the Federal program.

Staff recommends that the City Council waive further reading and adopt Ordinance No. 21-0003 amending Chapter 9.78 of the Manhattan Beach Municipal Code.

PUBLIC OUTREACH:

On August 9, 2017, FEMA published a notice of the proposed FHDs in the Los Angeles Times to initiate the statutory 90-day appeal period. The final FHDs are anticipated to be published in the Federal Register at any moment and will be effective on April 21, 2021. The proposed amendments to Chapter 9.78 are consistent with FEMA requirements under the NFIP.

ENVIRONMENTAL REVIEW:

The City has reviewed the proposed activity for compliance with the California Environmental Quality Act (CEQA) and has determined that it can be seen with certainty that there is no possibility that the adoption and implementation of Ordinance No. 21-0003 may have a significant effect on the environment, as the regulations herein protect against detrimental impacts on the environment by minimizing the impacts of flood damage and instituting effective floodplain management. This Ordinance is therefore exempt from the environmental review requirements of the California Environmental Quality Act ("CEQA") pursuant to Section 15061(b) (3) of the CEQA Guidelines.

LEGAL REVIEW:

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

ATTACHMENT:

1. Ordinance No. 21-0003

ORDINANCE NO. 21-0003

AN ORDINANCE OF THE CITY OF MANHATTAN BEACH
AMENDING CHAPTER 9.78 OF TITLE 9 OF THE
MANHATTAN BEACH MUNICIPAL CODE TO REMAIN IN
COMPLIANCE WITH THE NATIONAL FLOOD INSURANCE
PROGRAM, AND MAKING A DETERMINATION OF
EXEMPTION UNDER CEQA

THE MANHATTAN BEACH CITY COUNCIL HEREBY ORDAINS AS FOLLOWS:

SECTION 1. The City Council hereby amends Section 9.78.030 to amend the definitions of “Base flood elevation (BFE),” “Existing manufactured home park or subdivision,” “Fraud and victimization,” “Mean sea level,” “New construction,” and “New manufactured home park or subdivision,” to read as follows:

“Base flood elevation (BFE)’ means the elevation shown on the effective Flood Insurance Rate Map for Zones AE, AH, A1-30, VE and V1-V30 that indicates the water surface elevation resulting from a flood that has a one-percent (1%) or greater chance of being equaled or exceeded in any given year.”

“Existing manufactured home park or subdivision’ means a manufactured home park or subdivision for which the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including, at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads) is completed before August 15, 2006, when the City’s first Flood Plain Management Ordinance No. 2087 was adopted.”

“Fraud and victimization’ as related to Section 9.78.070 of this chapter, means that the variance granted must not cause fraud on or victimization of the public. In examining this requirement, the City will consider the fact that every newly constructed building adds to government responsibilities and remains a part of the community for fifty (50) to 100 years. Buildings that are permitted to be constructed below the effective base flood elevation are subject during all those years to increased risk of damage from floods, while future owners of the property and the community as a whole are subject to all the costs, inconvenience, danger, and suffering that those increased flood damages bring. In addition, future owners may purchase the property, unaware that it is subject to potential flood damage, and can be insured only at very high flood insurance rates.”

“Mean sea level’ means, for purposes of the National Flood Insurance Program, the National Geodetic Vertical Datum (NGVD) of 1929, North American Vertical Datum (NAVD) of 1988, or other datum, to which base flood elevations shown on a community’s effective Flood Insurance Rate Map are referenced.”

“New construction,’ for floodplain management purposes, means structures for which the “start of construction” commenced on or after August 15, 2006, and includes any subsequent improvements to such structures.”

“New manufactured home park or subdivision’ means a manufactured home park or subdivision for which the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads) is completed on or after August 15, 2006.”

SECTION 2. The City Council hereby amends Subsection 2 of Section 9.78.050 C to read as follows:

“2. Certification from a California licensed civil engineer or California licensed architect that the nonresidential floodproofed building meets the floodproofing criteria in Section 9.78.060(A)(3)(b) of this chapter.”

SECTION 3. The City Council hereby amends Subsection 2.a. of Section 9.78.060 A to read as follows:

“a. With flood resistant materials, and utility equipment resistant to flood damage for areas below the design flood elevation,”

SECTION 4. The City Council hereby amends Subsection 3.a. of Section 9.78.060 A to read as follows:

“a. **Residential Construction.** All new construction or substantial improvements of residential structures shall have the lowest floor, including basement:

- i. In AE, AH, A1-30 Zones, elevated to or above the design flood elevation;
- ii. In an AO zone, elevated above the highest adjacent grade to a height equal to or exceeding the depth number specified in feet on the FIRM, or elevated at least two feet (2') above the highest adjacent grade if no depth number is specified;
- iii. In an A zone, without BFE's specified on the FIRM [unnumbered A zone], elevated to or above the design flood elevation; as determined under Section 9.78.050(B)(2) of this chapter.

Upon the completion of the structure, the elevation of the lowest floor, including basement, shall be certified by a California licensed civil engineer or California licensed land surveyor, and verified by the community building inspector to be properly elevated. Such certification and verification shall be provided to the Floodplain Administrator.”

SECTION 5. The City Council hereby amends Subsection 3.b.iii. of Section 9.78.060 A to read as follows:

“iii. Be certified by a California licensed civil engineer or California licensed architect that the standards of subsection (A)(3)(b)(ii) of this section are satisfied. Such certification shall be provided to the Floodplain Administrator.”

SECTION 6. The City Council hereby amends Subsection 3.c.ii. of Section 9.78.060 A to read as follows:

“ii. Be certified by a California licensed civil engineer or California licensed architect.”

SECTION 7. The City Council hereby amends Subsection 3.e.ii. of Section 9.78.060 A to read as follows:

“ii. Detached Garages and Accessory Structures.

(A) "Accessory structures" used solely for parking (two (2) car detached garages or smaller) or limited storage (small, low-cost sheds), as defined in Section 9.78.030 of this chapter, may be constructed such that its floor is below the effective base flood elevation (BFE), provided the structure is designed and constructed in accordance with the following requirements:

- (1) Use of the accessory structure must be limited to parking or limited storage;
- (2) The portions of the accessory structure located below the BFE must be built using flood-resistant materials;
- (3) The accessory structure must be adequately anchored to prevent flotation, collapse and lateral movement;
- (4) Any mechanical and utility equipment in the accessory structure must be elevated or floodproofed to or above the BFE;
- (5) The accessory structure must comply with flood plain encroachment provisions in subsection F of this section; and
- (6) The accessory structure must be designed to allow for the automatic entry of flood waters in accordance with subsection (A)(3)(c) of this section.

(B) Detached garages and accessory structures not meeting the above standards must be constructed in accordance with all applicable standards in subsection A of this section.”

SECTION 8. The City Council hereby amends Subsection 1.c. of Section 9.78.060 C to read as follows:

“c. If the site is filled above the effective base flood elevation, the following as-built information for each structure shall be certified by a registered Civil Engineer or licensed Land Surveyor and provided as part of an application for a Letter of Map Revision based on Fill (LOMR-F) to the Floodplain Administrator:

- i. Lowest floor elevation,

- ii. Pad elevation,
- iii. Lowest adjacent grade;”

SECTION 9. The City Council hereby amends Subsection 1.a. of Section 9.78.060 D to read as follows:

“a. Within Zones A1-30, AH, and AE on the community's Flood Insurance Rate Map, be elevated on a permanent foundation such that the lowest floor of the manufactured home is elevated to or above the design flood elevation and be securely fastened to an adequately anchored foundation system to resist flotation, collapse, and lateral movement;”

SECTION 10. The City Council hereby amends Subsection 2 of Section 9.78.060 D to read as follows:

“2. All manufactured homes to be placed or substantially improved on sites in an existing manufactured home park or subdivision within Zones A1-30, AH, AE, V1-30, V, and VE on the community's Flood Insurance Rate Map that are not subject to the provisions of subsection (D)(1) of this section will be securely fastened to an adequately anchored foundation system to resist flotation, collapse, and lateral movement, and be elevated so that either the:

- a. Lowest floor of the manufactured home is at or above the design flood elevation;
- or
- b. Manufactured home chassis is supported by reinforced piers or other foundation elements of at least equivalent strength that are no less than thirty-six inches (36”) in height above grade.

Upon the completion of the structure, the elevation of the lowest floor including basement shall be certified by a California licensed Civil Engineer or California licensed Land Surveyor, and verified by the community building inspector to be properly elevated. Such certification and verification shall be provided to the Floodplain Administrator.”

SECTION 11. The City Council hereby amends Subsection 1 of Section 9.78.060 G to read as follows:

“1. All new residential and non-residential construction, including substantial improvement/damage, shall be elevated on adequately anchored pilings or columns and securely anchored to such pilings or columns so that the bottom of the lowest horizontal structural member of the lowest floor (excluding the pilings or columns) is elevated to or above the design flood elevation. The pile or column foundation and structure attached thereto is anchored to resist flotation, collapse, and lateral movement due to the effects of wind and water loads acting simultaneously on all building components. Water loading values used shall be those associated with the effective base flood. Wind loading values used shall be those required by applicable state or local building standards;”

SECTION 12. The City Council hereby amends Subsection 6.a. of Section 9.78.060 G to read as follows:

“a. Certification by a California licensed Civil Engineer or California licensed Architect that a proposed structure complies with subsection (G)(1) of this section, and”

SECTION 13. The City Council hereby amends Subsection 1 of Section 9.78.070 B to read as follows:

“1. Generally, variances may be issued for new construction, substantial improvement, and other proposed new development to be erected on a lot of one-half (½) acre or less in size contiguous to and surrounded by lots with existing structures constructed below the design flood elevation, providing that the procedures of Sections 9.78.050 and 9.78.060 of this chapter have been fully considered. As the lot size increases beyond one-half (½) acre, the technical justification required for issuing the variance increases.”

SECTION 14. The City Council hereby amends Subsection 5.a. of Section 9.78.070 B to read as follows:

“a. The issuance of a variance to construct a structure below the design flood elevation will result in increased premium rates for flood insurance;”

SECTION 15. The City Council hereby adds a new Section 9.78.080 to read as follows:

“9.78.080 - Statutory Authorization.

The Legislature of the State of California has in Government Code Sections 65302, 65560, and 65800 conferred upon local governments the authority to adopt regulations designed to promote the public health, safety, and general welfare of its citizenry. Therefore, the City of Manhattan Beach of Los Angeles County does hereby adopt the floodplain management regulations set forth in this Chapter.”

SECTION 16. CEQA Finding. The City Council determines that it can be seen with certainty that there is no possibility that the adoption and implementation of this Ordinance may have a significant effect on the environment, as the regulations herein protect against detrimental impacts on the environment by minimizing the impacts of flood damage and instituting effective floodplain management. This Ordinance is therefore exempt from the environmental review requirements of the California Environmental Quality Act (“CEQA”) pursuant to Section 15061(b)(3) of the CEQA Guidelines.

SECTION 17. 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 18. SEVERABILITY. If any section, subsection, sentence, clause, or phrase of this Ordinance is for any reason held to be invalid or unconstitutional by a decision of any court of any competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council hereby declares that it would have passed this Ordinance, and each and every section, subsection, sentence, clause, or phrase not declared invalid or unconstitutional without regard to whether any portion of the Ordinance would be subsequently declared invalid or unconstitutional.

SECTION 19. 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 20. 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 21. 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 March 16, 2021.

AYES:
NOES:
ABSENT:
ABSTAIN

SUZANNE HADLEY
Mayor

ATTEST:

LIZA TAMURA
City Clerk



Agenda Date: 3/16/2021

TO:

Honorable Mayor and Members of the City Council

THROUGH:

Bruce Moe, City Manager

FROM:

Alexandria Latragna, Management Analyst

SUBJECT:

Consideration of Recommendations from Bruce's Beach Task Force (City Manager Moe).

DISCUSS AND PROVIDE DIRECTION

RECOMMENDATION:

Staff recommends that the City Council consider the recommended proposals submitted by the Bruce's Beach Task Force (BBTF).

FISCAL IMPLICATIONS:

There may be fiscal implications depending on which proposals are adopted. A complete analysis would need to be conducted by staff and can be reported back to City Council.

BACKGROUND:

On October 20, 2020, City Council appointed 13 residents and two alternates to a task force created to address the history of Bruce's Beach and report back to the City Council with recommendations on the topic. The Task Force serves as an advisory body to the City Council. Councilmembers Hildy Stern and Steve Napolitano were selected to serve on the City Council Bruce's Beach Task Force Subcommittee as Council representatives. Their role has been to moderate and facilitate the BBTF meetings, and they are not voting members of the Task Force and did not draft the attached report. The Task Force was divided into subcommittee working groups to study the history, facilitate a community forum, draft a resolution of apology, and draft the attached progress report. These subcommittees worked independently on their respective topics and brought back their work product to the full Task Force for approval.

DISCUSSION:

After many lengthy task force and subcommittee meetings, a community forum, and hundreds of hours spent by the task force members researching and deliberating recommendations, on

March 3 the BBTF approved the attached progress report containing their recommendations, a report on the history, and suggested resolution of apology for adoption by the City Council. Additionally, Appendix 5 of the progress report contains the proposed aspirational work of the BBTF for the coming months.

Task Force Proposals:

Staff recommends the City Council discuss and provide direction on the proposals below from the BBTF. Detailed information regarding these proposals are included in the attached report.

1. Support the creation, through the Cultural Arts Commission, of artwork memorializing the history of Bruce's Beach, as more particularly described in Appendix 3.
2. Concur with the process set forth in Appendix 4 for the creation of a new plaque at Bruce's Beach and allocate funding to allow installation of a new plaque by December 31, 2021.
3. Authorizing the continuation of the Bruce's Beach webpage to host the History Subcommittee document (as it may be modified from time to time), share the continued work product of the Task Force, announce upcoming community events, and provide information about other City efforts to combat racial injustice.
4. Adopt the Resolution of Apology set forth in Appendix 2.
5. Authorize a minimum of one additional community forum in the Spring of 2021 as described in Appendix 6.

Attached are notes from the Bruce's Beach Task Force City Council Subcommittee co-chairs. Additionally, co-chair Napolitano has drafted an alternative resolution of apology for Council consideration.

PUBLIC OUTREACH:

Nine public meetings were held since October 2020 where public comment or input was solicited. The meetings were noticed through e-notification, posted on our website and social media platforms, in addition to advertised on MBTV.

ATTACHMENTS:

1. Bruce's Beach Task Force Progress Report
2. Bruce's Beach Task Force Co-Chair Notes
3. Co-chair Napolitano's Alternative Resolution of Apology

City of Manhattan Beach

Bruce's Beach Task Force Progress Report to Council

March 16, 2021

Councilmember Hildy Stern, Co-Chair

Councilmember Steve Napolitano, Co-Chair

Allison Hales

Anthony Lee

Isla Garraway

Lindsey Fox

Taylor Gamble

Amanda Park

Stephanie Caridad

Kristin Long Drew

Tyler St. Bernard

Lana Rizika

Kristi Ramirez-Knowles

Michael Jenkins

Jarett Margolis

Alternate: Eyana Carballo

Alternate: Laura Kainsinger

I. Introduction

The year 2020 was a turning point in the history and development of race relations in the United States. Violence and resulting demonstrations forced the nation to examine its history of racial oppression and collectively confront the racism faced by Black Americans today. The result has been a nationwide call to action to address and eliminate the effects of racism and racial exclusion that persist in American life.

Since before the founding of the United States, racism has been deeply ingrained in American society, and through to the current day Black, Indigenous, and other People of Color suffer from racism's continued presence in American life. Systemic racism limits Black, Indigenous, and People of Colors' access to wealth accumulation, employment, housing, healthcare, education, the justice system, and beyond. Complex networks of racially motivated discrimination against Black, Indigenous, and other People of Color, whether overtly adopted, subconscious, or practiced in the guise of legitimate policy, have divided our nation.

The racial reckoning of 2020 has provided the City of Manhattan Beach with specific opportunities to remember and confront the past and tackle the difficult but necessary steps forward. The history of Bruce's Beach provides a focus and space for this renewed work.

During the past year, Bruce's Beach and its history has been the catalyst for demonstrations, celebrations, education and cultural performances that bring new attention to the park and its history. Visitors to the park arrive with a new consciousness of its unjust past. Bruce's Beach has become a place of remembrance, visitation, reflection, celebration, and healing for the Black community and other residents of Manhattan Beach.

The City should embrace this development, with an eye toward acknowledging the harms of the past to bring the City together for the future. As young poet laureate, Amanda Gorman, wrote for the January 20, 2021 Presidential Inauguration:

And so we lift our gazes not to what stands between us

but what stands before us

We close the divide because we know, to put our future first,

we must first put our differences aside

We lay down our arms

so we can reach out our arms

to one another

We seek harm to none and harmony for all

In this spirit, and in consideration of a century-old incident of racism, the City Council created the Bruce's Beach Task Force to chart a new course of apology, reconciliation, and inclusion for the city. The City charged the Task Force with recommending changes to the existing memorial plaque at Bruce's Beach and proposing new public art for the site. The Task Force is unanimous in its belief that while rewording the plaque is urgent, a new plaque and piece of public art at the park alone are not an adequate response to this moment in American history and the renewed cultural weight of Bruce's Beach in the city's history. We believe that a more expansive program of history, art, education, and community engagement is needed—a program that should integrate into a regular part of the city's civic life.

This moment of racial reckoning and reconciliation in the nation brings hope, promise, and possibility to Manhattan Beach. By examining our past, we will strengthen our future. By embracing diverse perspectives and fostering positive relationships, we can enhance the cultural fabric and overall prosperity of our community. The city will gain enormous advantages for present and future generations by more proactively welcoming diverse populations as residents and visitors, by interacting with them, learning from them, and discovering the full richness of American life. Manhattan Beach is and can continue to be an exciting community for everyone who lives, works, and visits here.

It is not the intention of this report to label or accuse everyone or any specific person or persons in Manhattan Beach as racist. Racism is nuanced and complex, a system not an event. We acknowledge that present day residents were not the residents who inflicted harm on the Bruces and others. Individuals alone are not to blame for systemic racism; however, we are all complicit in its harms, and must be accountable for its elimination. We as a community are better when we are all treated fairly, inclusively, and equitably, with respectful and socially just policies.

II. The Work Has Already Begun

A. EMPACT and the STAND UP Pledge

Much to our credit, the work of antiracism in this community has already begun. After the firebombing of the Clinton home in 2015, our community came together to make change. City leaders, school district leaders, members of the community, local business partners, and local religious leaders came together to form EMPACT. The group worked together to create the Stand Up Inclusion Commitment:

I commit to Stand Up against hate, prejudice, violence and bullying and STAND UP for respect and inclusion.

I will:

- **Speak out** when I hear someone being targeted because of their race, ethnicity, sexuality, gender, religion, ability, gender identity, or any other factor. If it is difficult to speak out, then I will stand next to the person who is being targeted and offer my support;
- **Talk about** how stereotypes, prejudice, discrimination, and exclusion make people feel and how they harm our society;
- **Ask myself**, “How do I want to be treated?” Before acting or speaking, I will consider the other person’s feelings and be kind, respectful and caring;
- **Not allow** a prejudiced slur to go either unchallenged or unreported. If I see something, I will say something;
- **Denounce** online hate, bullying, and discrimination, and report hurtful conduct whenever possible;
- **Unite and engage** with diverse communities and educate myself on how to be an effective friend and supporter;
- **Protect my neighbors** by being inclusive and building communities where everyone feels welcome.

In April 2017, the Manhattan Beach Unified School District adopted the Stand Up Inclusion Commitment. On Sept. 5, 2017 the Manhattan Beach City Council formally declared its support for the pledge with agenda item 17-0379. Mayor David J. Lesser, Mayor Pro Tem Amy Howorth, Councilmember Steve Napolitano, Councilmember Nancy Hersman, and Councilmember Richard Montgomery, unanimously adopted the Stand Up Inclusion Commitment.

B. Manhattan Beach Unified School District EDSJI Committee

The Manhattan Beach Unified School District established a board goal to continue to develop a climate of care, equity, diversity, social justice, and inclusion in all MBUSD schools:

- Communicate and Implement Social Emotional Learning Visual Framework.
- Focus on Student and Employee Safety.
- Emphasize MBUSD’s Inclusion Stand Up Commitment to create a safe environment for all stakeholders to engage in discussions about biases and honor everyone’s background or experience.
- Identify, strengthen, and incorporate diverse classroom resources that support the district’s emphasis on equity, diversity, social justice, critical reflection, and inclusion, through examples found in literature and historic or current events.

- Develop curricula that is reflective of each student’s background and experience, and classrooms that are safe spaces for students to develop and express their voices.

C. Manhattan Beach Chamber of Commerce

The Manhattan Beach Chamber of Commerce formed the Diversity and Inclusion committee tasked with addressing diversity, inclusion and equality issues as they relate to the business community. The committee is comprised of 10 members and meets every Monday 12-1pm via Zoom. The Chamber held its first forum "You Can't Spell Community Without Unity" on February 4, 2021, a panel discussion on a variety of issues pertaining to discrimination and race.

In addition to the Unity event, the Chamber has also held multiple listening calls with community leaders, media, black business owners. It created a black-owned business category within the Chamber database and is continually looking to add more members in this category as well as helping all marginalized populations navigate business in Manhattan Beach. It is constantly advising the business community on how to navigate Diversity, Equity, and Inclusion (DEI). The Manhattan Beach Chamber of Commerce is endeavoring to increase diversity on its Board of Directors as well as working with each director to incorporate healthy DEI systems at their respective companies.

III. Charge and Mission

On September 1, 2020, the City Council formed the Bruce’s Beach Task Force and charged it with addressing the history of Bruce’s Beach, re-writing the text on the existing plaque at the park and considering an art installation. The mission evolved organically to include recommendations for a formal apology; community forums; and other measures intended to educate, enlighten, and engage the conversation among our residents to combat racial injustice.

IV. The Subcommittee Process

At its inaugural meeting on October 27, 2020 Bruce’s Beach Task Force co-chairs, City Council members Steve Napolitano and Hildy Stern divided the Task Force into three subcommittees.

A. The History Subcommittee

B. The Resolution of Apology Subcommittee

C. The Community Forum Subcommittee

The subcommittees worked independently on their respective assigned tasks and formulated both work product and recommendations. The subcommittee work and recommendations have been approved by the Task Force as a whole and are presented in this final report.

V. Tasks and Work Done by the Subcommittees

A. History Subcommittee

The Bruce's Beach history subcommittee reviewed publicly available documents and sources in order to prepare an accurate chronology of events starting when the Bruce family acquired its first property in Manhattan Beach in 1912 through the renaming of the park and installation of the Bruce's Beach plaque in 2007. As part of this process, the subcommittee sought facts to support the motivation of many of the key figures of the time, the reported events, as well as evidence of racial injustice during the Jim Crow era. As part of the research process, the subcommittee conducted extensive research using primary sources, city council minutes and videos and interviews with Alison Rose Jefferson (author of "Living the California Dream, African American Leisure Sites During the Jim Crow Era") and former Mayor Mitch Ward. The subcommittee prepared a 30-page history of Bruce's Beach and Bruce's Beach park, attached hereto as Appendix 1. This document provided the historical framework for the proposed Resolution of Apology and the recommendations from the Community Forum Subcommittee.

B. Resolution of Apology Subcommittee

The Resolution of Apology subcommittee reviewed the resolutions produced by three other cities in the United States that have issued apologies for racism in the respective cities' histories (Glendale, CA; Spartanburg, SC, and Tampa, FL). The committee met with the Manhattan Beach Police Chief Derrick Abell and Manhattan Beach Community Manager Carrie Tai, and consulted with several experts in the area of affordable housing development, law, and funding. The subcommittee crafted a resolution of apology, set forth in full in Appendix 2, that the Task Force recommends be adopted by the City Council.

C. Community Forum Subcommittee

The Community Forum subcommittee agreed that community engagement, collaboration, and consultation were foundational to the success of the project. Therefore, they reached out to the public to begin a dialogue on the history of Bruce's Beach and how to address it adequately. They consulted Dr. Alison

Rose Jefferson, former Mayor Mitch Ward, Shannon Daut, Manager of Cultural Affairs for Santa Monica Arts Commission, Naomi Okuyama, Public Art Supervisor for Santa Monica, as well as April Banks, the Social Practice Artist overseeing the Belmar History + Art project. They had cordial and productive conversations with local activists Kavon Ward and Duane Shepard, both of whom support the Task Force's efforts. They spoke with MB Police Chief Derrick Abell, MB Community Manager Carrie Tai, and Eilen Stewart of the Cultural Arts Commission. They also opened communications with the Manhattan Beach School Board Committee on Equity, Diversity, Social Justice & Inclusion. The Subcommittee sponsored a successful Community Forum on February 25, 2021 attended by over 170 participants.

VI. Task Force Recommendations

As we conclude this phase of our work, the Task Force recommends that the City Council:

- 1.1** Support the creation, through the Arts Commission, of artwork memorializing the history of Bruce's Beach, as more particularly described in Appendix 3.
- 1.2** Concur with the process set forth in Appendix 4 for the creation of a new plaque at Bruce's Beach and allocate funding to allow installation of a new plaque by December 31, 2021.
- 1.3** Authorize the continuation of the Bruce's Beach webpage to host the History Subcommittee document (as it may be modified from time to time), share the continued work product of the Task Force, announce upcoming community events, and provide information about other City efforts to combat racial injustice.
- 1.4** Adopt the Resolution of Apology set forth in Appendix 2.
- 1.5** Authorize a minimum of one additional community forum in the Spring of 2021 as described in Appendix 6

VII. Conclusion

The Task Force thanks the City Council for creating the Task Force and giving us the opportunity to promote meaningful change in our community. As we have noted above, these are challenging issues. The greatest hope of the Task Force is that the recommendations set forth above outlined here will be the beginning of a process in our City. We have endeavored to respond to the Council's initial charge and look forward to addressing the aspirational issues addressed in Appendix 5 in the coming months.

APPENDICES 1 - 6

Appendix 1
History Report

CITY OF MANHATTAN BEACH

Bruce's Beach Task Force: History Subcommittee Report

March 9, 2021

Councilmember Hildy Stern, Co-Chair

Councilmember Steve Napolitano, Co-Chair

History Subcommittee:

Allison Hales

Isla Garraway

Lindsey Fox

Kristin Long Drew

Tyler St. Bernard

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THE PROCESS

The Bruce's Beach history subcommittee was tasked to go through publicly available documents and sources in order to prepare an accurate factual synopsis of the timeline of events that occurred from when the Bruce family acquired their first property in Manhattan Beach in 1912 through the renaming of the park and installation of the Bruce's Beach plaque in 2007.

As part of this process, the subcommittee sought to verify facts and clarify folklore surrounding the events of the eminent domain proceedings in Manhattan Beach in the 1920s. We compared the theses of Robert L. Brigham and Dr. Alison Rose Jefferson, as well as Dr. Jefferson's book, "Living the California Dream: African American Leisure Sites during the Jim Crow Era" with other reports from that time, specifically newspaper articles and government records.

This is by no means a final draft. Due to COVID-19 restrictions and a flood at the Los Angeles Hall of Records, we were unable to obtain documentation needed to clarify many claims. We've noted these instances were appropriate.

This is a "living document" that we are dedicated to updating as more time and resources become available.

TIMELINE OF EVENTS

1900-1912



Charles and Willie Bruce, Circa 1886. Courtesy of the California African American Museum.

Willie¹ Ann Bruce (b. 1862, Missouri), and her husband, Charles Aaron Bruce (b. 1860, District of Columbia) lived with their son, Harvey (b.1888) in Albuquerque, New Mexico, where Charles worked as a cook². Between 1900 and 1904, their family moved to downtown Los Angeles and purchased a home at 1024 Santa Fe Avenue.³

During this same time, the town of Manhattan Beach was taking form. Between 1898 and 1901, the area four miles north of Redondo was known as Potencia, Spanish for “power” and what an ambitious group of businessmen hoped to harness from the ocean and convert into electricity⁴. The enterprise folded following a winter storm in 1899 that destroyed most of the pier and, thus, presumably, most of the wave motor.⁵

¹ There are some concerns that Mrs. Bruce’s first name was actually “Willa”, but in the documentation we discovered, she is referred to as “Willie”, with the exception of the 1870 Census where she is listed as “William Walker” (her maiden name), and her son Harvey’s marriage license. All sources can be found at the end of this document.

² Year: 1900; Census Place: Albuquerque, Bernalillo, New Mexico; Page: 6; Enumeration District: 0009; FHL microfilm: 1240999

³ 1904 LA City Directory, Los Angeles City Directory Co, Inc. Los Angeles, CA. Pg. 211

⁴ Los Angeles Times, “Los Angeles and Vicinity: Ocean Power,” December 11, 1897.

⁵ Los Angeles Times, “Reported Wreck of the Wright Wave Motor at Potencia-Notes,” January 15, 1899.

In September, 1901, John A. Merrill and his Manhattan Beach Company purchased the land formerly owned by the Potencia Townsite Company, to build a new resort along the

Pacific called "Manhattan Beach".⁶ George H. Peck, Jr. , would buy the area to the north of the pier from the Manhattan Beach Company in October of the same year called North Manhattan Beach.⁷ Despite the historic folklore claiming that the town's name was the result of a coin flip between Peck and Merrill, there is no concrete evidence to support this story.

In May, 1912, Mrs. Willie Bruce purchased Lot 8 of Block 5 in Peck's Manhattan Beach Tract from Los Angeles real estate agent Henry Willard. The *Los Angeles Times* reported that she paid \$1,225 for the 33' x 100' parcel between 26th and 27th streets on The Strand, west of Ocean Drive, which was "a high price compared to the cost of nearby lots."⁸ (*Please note: We were unable to receive deeds to confirm this information in time for this report. We will update this as soon as that becomes available.*)



(l-r) Meda (Mrs. Harvey) Bruce, Harvey Bruce, and Willie Bruce, presumably at the first incarnation of Bruce's Beach in 1912.

An advertisement in the *Liberator* announced that the June 17, 1912, opening of "Bruce Beach Front", a seaside resort for bathing and fishing would be a "grand affair"⁹. Guests would arrive to find "a small portable cottage with a stand that sold soda pop and lunches," rented bathing suits and provided access to bathing showers and dressing

⁶ *Los Angeles Herald*, "MANHATTAN BEACH Another New Resort to Be Opened to the Public", September 13, 1901.

⁷ Book of Deeds (Los Angeles), 1505, page 119.

⁸ *Los Angeles Times* (1886-1922); "Colored People's Resort Meets With Opposition", Jun 27, 1912; pg. I15

⁹ *Liberator*, "Bruce Beach Front", May 31, 1912, p. 5.

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tents.¹⁰ While her husband, Charles, worked as a dining-car chef on the train running between Salt Lake City and Los Angeles, it was the 50-year-old Willie who ran the business and interacted with guests.¹¹

Within a week of opening, white landowners of “adjoining property” expressed agitation and began harassing guests¹². According to the *Times*, African Americans visiting the Bruces’ resort were blocked from easy access to the beach when “No Trespassing” signs were placed around the strip of ocean frontage spanning Peck’s pier (at 34th Street¹³) to 24th street - property owned by George H. Peck, Jr. - forcing them to walk a half mile in each direction to get to the water.¹⁴ It is unclear if these signs were placed at Peck’s request or even with his knowledge.

Despite the impediments, Black bathers were undeterred and so was Mrs. Bruce. “Wherever we have tried to buy land for a beach resort we have been refused,” Mrs. Bruce told the *Times*, “but I own this land and I am going to keep it.”¹⁵

The Role of George H. Peck, Jr.

Manhattan Beach resident, Robert L. Brigham, whose 1956 thesis “Land Ownership and Occupancy By Negroes In Manhattan Beach, California”, has served as a primary resource on the history of Bruce’s Beach, reported that George H. Lindsey, a white realtor and Manhattan Beach Resident, claimed that there had been a series of telegrams between Peck and his business associate/son-in-law Herb Culler regarding the Bruces and their guests. Lindsey told Brigham that the use of a long rope as a fence was the “direct result of telegrams between Culler and Peck”, who at the time was back east for business and allegedly told Culler to “do what he thought best.”¹⁶

It’s not possible to verify Lindsey’s accusation or Peck’s exact involvement, however, because we do not have access to those telegrams or any other record of such an exchange. Multiple sources, however, did state that there were barriers impeding access to the water from the Strand near the Bruces’ resort, which was owned by Peck at the time.

¹⁰ *Los Angeles Times* (1886-1922); “Colored People’s Resort Meets With Opposition”, Jun 27, 1912; pg. I15

¹¹ Jefferson, Alison Rose. “Living the California Dream: African American Leisure Sites during the Jim Crow Era.” University of Nebraska Press. 2020. P. 35.

¹² “Colored People’s Resort Meets With Opposition” pg. I15.

¹³ Peck’s Manhattan Beach Tract Map, Manhattan Beach Historical Society.

¹⁴ “Colored People’s Resort Meets With Opposition”, pg. I15

¹⁵ “Colored People’s Resort Meets With Opposition”, pg. I15

¹⁶ Brigham, p. 39.

A *Los Angeles Times* article written in 2002, 90 years after the Bruces' purchased their land, suggested that Peck took a proactive role in reserving and facilitating the sale of Manhattan Beach property to African Americans. According to the article, Peck "flouted tradition and set aside a two-block area fronting the ocean between 26th and 27th streets and Highland Avenue for minority residents."¹⁷ Furthermore, the wording of the current Bruce's Beach park plaque states that Peck "made it possible" for the beachfront property to be open to "all people". Following extensive review of government documents, newspaper articles, obituaries, interviews, and historian research from 1912 through 2021, there is no verifiable evidence from primary or other sources that Peck actually set aside land for this purpose or that he publicly objected to the harassment towards the Bruces and their guests following the development of their property.

1913-1924

As the popularity of the Bruces' resort grew within the Black community, some white residents of Manhattan Beach were concerned. In 1915, for example, H.D. Aron wrote to City Clerk Lewellyn Price requesting information on Lot 3, Block 5 in Peck's Manhattan Beach Tract -- three parcels north of the Bruces'. Price responded:

Confidentially, there is something about that block that is quite a detriment to the neighborhood, and that is that there is a colored family who live the year around on lot 8, which faces the ocean. Every so often they have a coon picnic and it is attended by about seventy-five to one-hundred-and-fifty coon pullman porters and their friends. You can imagine how much this would depreciate property values in that neighborhood. It is the only colored family that lives within the corporate limits of Manhattan. If it wasn't for that fact, I would consider this a bargain at about the assessed valuation.¹⁸

Despite any neighboring animosity, the Bruces' and their resort flourished. They were able to upgrade from their portable stand to a two-story brick building to accommodate more guests and provide more services.

On December 25, 1915, the *Manhattan Beach News* reported that "The negro population of Manhattan Beach... have had plans drawn for one of the finest apartment houses in this section of the beach." It would be two stories and include 30 dressing

¹⁷ Rasmussen, Cecila. "Resort Was An Oasis for Blacks Until Racism Drove Them Out", Los Angeles Times, July 21, 2002. B.4.

¹⁸ City Clerk Correspondence between H.D. Aron and Lewellyn Price, October 18, 1915. Courtesy of the Manhattan Beach Historical Society.

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rooms on the ground floor with completion by summer 1916. The white-plastered building with a red tile roof was to resemble the Sadler building at the Strand and Marine and was slated to cost \$6,000.¹⁹

During the period between 1919-1926, at least six other African Americans purchased property in close proximity to Bruces' resort, four of them between 26th and 27th streets (blocks 5 and 12 of Peck's Manhattan Beach tract)²⁰.

In 1919, Major George and Mrs. Ethel Prioleau purchased the southern half of lot 4, block 12. The other half of their lot was purchased by Ms. Elizabeth Patterson in 1922. In 1923, Mrs. Mary Sanders bought lot 6, Block 12, as did Mr. and Mrs. Milton B. and Anna Johnson who had lot 1, Block 12.²¹ Additionally, John McCaskill and Elisa L. Irvin as well as Mr. and Mrs. James Slaughter purchased property on the south side of 26th Street, across from the Bruces'. The remaining parcels of land in that area were owned by white property owners, and had not been developed by 1924.²²

In 1920, Mrs. Bruce expanded her property when she purchased Lot 9 in Block 5, the lot immediately to the south of their existing lot, for \$10 from Charles and Anna Krause and Jessie Carson Drake.²³ In 1923, they allegedly built on it as well²⁴. Bruce's Beach had become a popular destination for Black families, providing accommodations and services to enjoy a weekend on the coast.

¹⁹ *Manhattan Beach News*. "Apartment House At Peck Pavilion", December 25, 1915. P. 4.

²⁰ Jefferson, p. 37.

²¹ This information was obtained from Brigham's thesis, p. 22. We have requested the deeds from the Assessor's Office, but are still waiting to receive them.

²² It is our goal to find out more information about every family involved in the eminent domain proceedings. Unfortunately, we did not have the time to elaborate on their stories here, but we will..

²³ Book of Deeds (Los Angeles) 7351 p. 254.

²⁴ Brigham, p. 17.

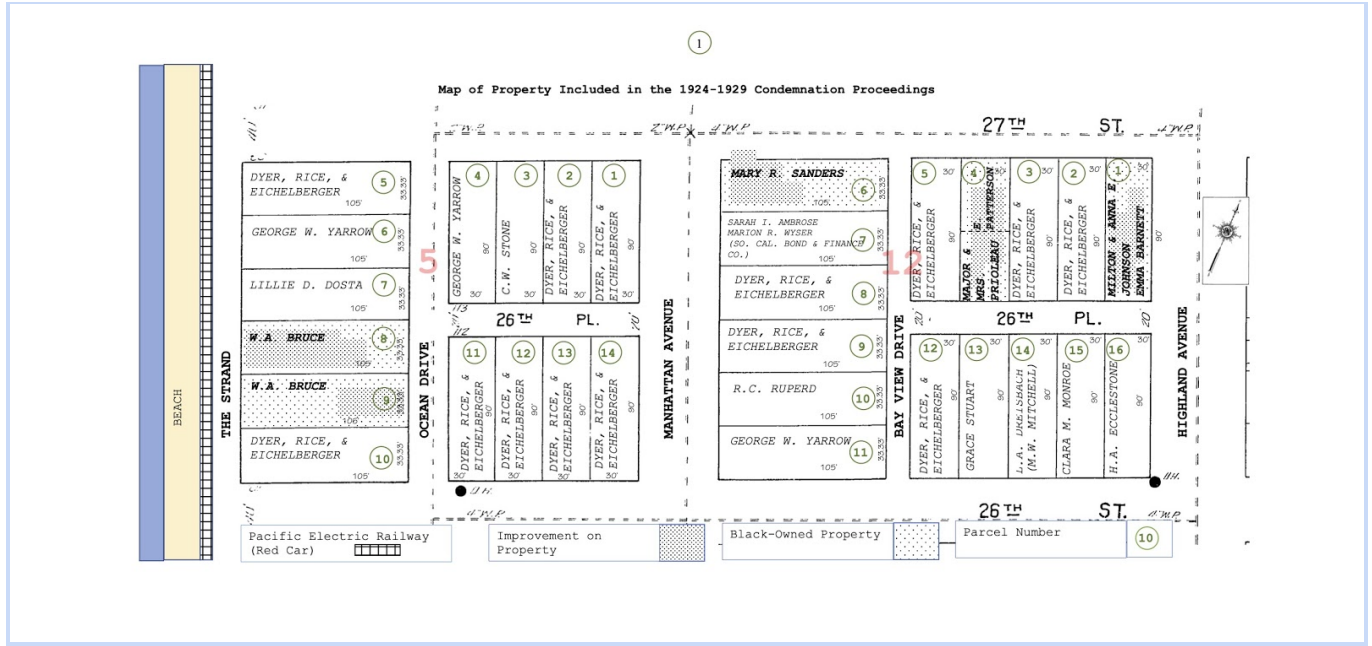


Photo Courtesy of the Manhattan Beach Historical Society

Miriam Matthews, Los Angeles’s first black librarian, said in an essay prepared for the California African American Museum, “You would take the Red Car down ... and spend a day on the beautiful beach or rent a room if you desired.”²⁵ Sundays were reserved for school gatherings and families, and the resort offered a getaway overlooking the Pacific

²⁵ Schoch, Deborah. “Erasing a Line Drawn in the Sand”, Los Angeles Times; Los Angeles, Calif. [Los Angeles, Calif]19 Mar 2007: B.1.

Ocean.” One guest remembered, "If one tired of the sand and surf, the parlor was available for listening to music or dancing.”²⁶

Per Robert Brigham and Dr. Alison Rose Jefferson, white neighbors resented the resort's growing popularity and prosperity of its African American owners by the early 1920s and were “concerned” about a “Negro ‘invasion’” and the impact it could have on property values. (*Note: Brigham only places the word “invasion” in quotes though it is unclear if that was a word used by Lindsey or by Brigham. Brigham frequently uses the phrase “Negro ‘invasion’” when describing the impetus for the condemnation proceedings.*)

The role of the KKK

It is also important to note that the Ku Klux Klan (KKK) was showing its influence in the area at that time. On January 12, 1924, *The Redondo Breeze* published an ad that invited readers to a free lecture on “The Principles of the KKK and Ideals of Pure Americanism.”²⁷ *The California Eagle*, a prominent African-American newspaper from 1879-1964, reported on the front page of its July 4, 1924, issue that the KKK was operating unrestricted along the waterfront.²⁸ Cited in the article was an incident in Redondo Beach where KKK pamphlets were handed out to Black fishermen KKK membership rolls included many civic leaders and policemen, including the mayors of LA and Redondo²⁹.

While there was no evidence directly linking acts of harassment to the KKK, many of Brigham's interviewees reported racially-motivated incidents by residents. In one instance, Hugh MacBeth, lawyer for Mrs. Sanders and the Johnsons, said air was let out of tires in cars parked near the Bruces' resort while owners were at the beach.³⁰ Cassius Robbins, a member of the 1924 Manhattan Beach Board of Trustees, claimed that one night he “followed a siren to Bruce's Lodge where someone (supposedly a Klansman) had set fire to a mattress under the main building.”³¹ Mrs. Titus Alexander relayed a story of a Black-owned home on 23rd Street that was partially burned in 1926, allegedly by a white neighbor, upset that an African-American woman had purchased it.³² Mrs. Ethel Atkinson reported fake “10 Minutes Only” parking signs that were posted to deter

²⁶ Schoch, B.1.

²⁷ Brigham, p. 41.

²⁸ “Klans Operations”, *The California Eagle*, Volume 39, No. 10, July 4, 1924, p. 1

²⁹ <http://blogs.dailybreeze.com/history/2014/03/15/the-1922-ku-klux-klan-inglewood-raid/>

³⁰ Brigham, p. 40.

³¹ Brigham, p. 41.

³² Brigham, p. 77.

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out-of-town Blacks from visiting the resort, and also said that a cross was burned in the hill above a Black-owned home.³³

Despite this harassment, Black residents and guests did not cease coming to the beach. According to reports from the *California Eagle*, it was just as popular as ever.

In the social ledger of Manhattan Beach will be found a most unique bathing party given by Mesdames Viola Smith, Bessie McCatskill and Carrie Ivin. At 10 o'clock the guests beg an to arrive at the cozy little beach home of the "Irvins and McCatskill's". After arriving each one was busy attiring herself in a most attractive bathing suit, cap and shoes for a dip in the ocean. Bathing was enjoyed until 2 o'clock P. M. when the guests were ushered into the canopied room where the tables were laden with all kinds of "goodies". The remainder of the afternoon was spent in sewing and dancing. The guests included Mesdames Adams of San Jose, D. Irving of San Francisco, and the Modern Priscilla Club, declared their hostess as ideal.

From the *California Eagle*, September 11, 1925

Complaint of Condemnation: 1924-1929

George Lindsey³⁴, a real estate agent in the North End of Manhattan Beach who arrived in the town in 1920, played a major role initiating the series of events leading to the condemnation and seizure of property from Black families residing near the Bruces' lodge. Brigham later interviewed Mr. Lindsey, who indicated that white landowners feared an "invasion" by members of the African American community.³⁵ Lindsey told Brigham that "education and co-operation will eventually solve the problem... perhaps in five hundred years or so" and until that time, he was serving the community by working toward a peaceful end to the "negro 'invasion'".

Lindsey allegedly approached the Board of Trustees³⁶ (now known as the City Council) in 1921, requesting action to discourage African Americans from establishing residency in Manhattan Beach. Brigham wrote: "Although sympathetic, the members of [the

³³ Brigham, p. 82.

³⁴ *U.S., Social Security Applications and Claims Index, 1936-2007* [database on-line]. Provo, UT, USA: Ancestry.com Operations, Inc., 2015.

³⁵ Brigham, p. 44.

³⁶ Depending on when exactly in 1921 this happened, the Board of Trustees consisted of the following: Charles Ashton, Carl Bull, Malcolm Campbell, George Conkling, Richard Launer, Ernest Pentz, J.C. Richardson, Walter S. Robbins

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Manhattan Beach Board of Trustees] were reluctant to take action lest they go on record as being bigots.”³⁷

In a 1987 letter to the *Beach Reporter*, longtime Manhattan Beach resident Helen Sinsabaugh wrote that Lindsey was concerned over “some highly irregular real estate activities certain agents were operating among people in inland areas occupied by blacks.”³⁸ Sinsabaugh, who lived at 2212 The Strand and was about 14 years old³⁹ at the time condemnation proceedings began, said that the realtor and other civic leaders were concerned about growing racial tensions in the community and met with “black leaders such as church pastors” to discuss the situation.⁴⁰

Lindsey discovered a legal means by which to shut down the Bruces’ resort through the Park and Playground Act of 1909. Sinsabaugh wrote that Lindsey learned of the “possibility of condemnation procedures for recreational civic use” through a series of real estate courses he had taken at USC. He and “several civic leaders” circulated a petition for support of this action and presented it to the Board on November 15, 1923.⁴¹

On January 3, 1924, the Manhattan Beach City Council passed ordinance 263, claiming eminent domain for a public park. Although it has been said that Live Oak Park had just been built nearby, the truth is that both the land between Highland and the Strand, 26th and 27th was being developed for a park at the same time as Live Oak Park. (Please see [The History of the Park](#) for further explanation.)

On June 19, 1924, Manhattan Beach enacted new laws with fines and penalties for violating ordinances (273-275) that prohibited new or additional development of bath houses and commercialized amusements near the Strand without Board of Trustee approval, and banning dressing/undressing in cars, tents, and temporary structures. Although these ordinances did not impact the Bruces’ existing resort, they were clearly designed to prevent any further development in Manhattan Beach by the Bruces or other African-Americans. On the same day, ordinance 276 passed unanimously; identical to ordinance 263, it indicated the intent for condemnation. Protests against the condemnation were deemed insufficient and dismissed.⁴²

³⁷ Brigham, p. 44

³⁸ Helen A. Sinsabaugh, letter. *The Beach Reporter*. (1987)

³⁹ Year: 1920; Census Place: *Manhattan Beach, Los Angeles, California*; Roll: T625_118; Page: 2A; Enumeration District: 542

⁴⁰ Sinsabaugh, letter.

⁴¹ Brigham, p. 45.

⁴² *Manhattan Beach News*. “Important Business at Council: All Park Protests Denied.” September 19, 1924. P. 1

On October 16, 1924, Manhattan Beach officials passed ordinance 282, which initiated legal proceedings for “acquisition by condemnation for public park purposes of Blocks five (5) and twelve (12) of Peck’s Manhattan Beach Tract...” In November, 1924, the city filed a lawsuit pursuing condemnation, which covered 30 lots. Five of these were owned by African American families, including their cottages and the Bruces’ lodge. The remaining 25 lots had no structures and were owned by white landowners. The Bruces, along with three other African American families sued the City of Manhattan Beach for racial discrimination in 1924.⁴³ (This statement warrants further research because the source is unclear if this was a separate lawsuit from the complaint of condemnation proceedings. A request for the files of the lawsuit is still pending.)

The *California Eagle* printed a letter from E. Burton Ceruti, Attorney for the L.A. Branch, N.A.A.C.P. on July 11, 1924, wherein he stated that Mrs. Bruce was “willing to sell her property and, even if a suit be instituted, would sell at a fair price at any time, and would abandon the suit at such time.”⁴⁴ By December, they had entered into the condemnation proceedings with Attorney Willis O. Tyler as their lawyer.⁴⁵

On February 4, 1927, the *Manhattan Beach News* published a front page article about a petition submitted by the Taxpayers Protective League to recall the Board of Trustees⁴⁶ for a number of legislative actions related to development along the Strand, as well as the park and playground proceedings.

In an adjacent article, C.A. Bruce, Willie Bruce and Harvey Bruce wrote a letter to their neighbors. In this letter, the Bruces express that “we have always felt and we hope we will be pardoned for plainly and bluntly saying so, that the attempt to make a park out of these two blocks was a direct slap at us because we were not born white people.” They went on to write that as taxpayers, this “hardship” targeting them was inconsistent with the “economy in expenditure of public money” and that the park is not filling any public need.⁴⁷

Reporting on recall, the *Los Angeles Times* said that it stemmed from citizens’ dissatisfaction with the condemnation and the purchase of the land under the Park and Playground Act. The *Times* reported legal proceedings began when “(t)he amount which the city officials agreed to give for the land was said to be greatly in excess of its

⁴³ Rassmussen.

⁴⁴ *California Eagle*. Ceruti, E. Burton. “Matter of Bruce’s Beach”, July 11, 1924, pp. 1 and 10.

⁴⁵ *California Eagle*. “Bruce’s Beach Fights Condemnation”, December 26, 1924, p. 1.

⁴⁶ The Board of Trustees to be recalled were: Merritt J. Crandall, Harold Dale, G.E. Delevan, Jr., Carl D. Edwards, and John F. Jones.

⁴⁷ *The Beach Reporter*, April 16, 1987

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value.”⁴⁸ The results of the recall election favored the trustees: 549 in their favor and 135 were against.

In exchange for water service to North Manhattan, George Peck donated 2 beach lots to the city in 1927. These lots were then “leased” to Oscar Bessonette; it was later revealed that no rent was ever collected.⁴⁹

On May 16, 1927, the Bruces sent a letter to the City of Manhattan Beach whereby they turned over their “property and all improvements thereon and consent that you forthwith wreck, tear down and remove the building on said lots.”⁵⁰

In their original answer to the complaint of condemnation, Brigham reports that the Bruces requested \$70,000 for their property and \$50,000 in damages “due to the fact that if the property were condemned, they would be unable to purchase elsewhere in Manhattan.”⁵¹ Ultimately, they were granted \$14,500. They did not stay in Manhattan Beach.

(Note: We are still in the process of trying to acquire the files from the lawsuit -- especially as they were so heavily referenced in Brigham's thesis. When we have that information, we will update this document.)

A final judgement on the condemnation proceedings was delivered on June 10, 1929.⁵² The amount granted to each of the condemned property holders are from the following table in Brigham's thesis:

⁴⁸ *Los Angeles Times*, “Recall Favors City Trustees at Manhattan”, February 16, 1927, p. A10.

⁴⁹ Brigham, p. 85.

⁵⁰ Letter to the City of Manhattan Beach from Willie A. Bruce and Charles A. Bruce, May 16, 1927. Manhattan Beach Historical Society.

⁵¹ Brigham, p. 65.

⁵² Brigham, p. 67.

TABLE III
 AMOUNTS GRANTED IN FINAL JUDGEMENT
 TO HOLDERS OF CONDEMNED PROPERTY*

| <u>Owner</u> | <u>Property</u> | <u>Settlement</u> |
|--|---|-------------------|
| B. H. Dyer, R. L. Rice, and H. M. Eichelberger | Lots 1, 2, 5, 10, 11, 12, 13, and 14, Blk. 5. Lots 2, 3, 5, 8, 9, and 12, Blk. 12. | \$21,147.31 |
| C. W. Stone | Lot 3, Blk. 5. | 1,325.71 |
| Geo. W. Yarrow | Lots 4 and 6, Blk. 5. Lot 11, Blk. 12. | 6,461.13 |
| Lillie D. Dosta | Lot 7, Blk. 5. | 2,911.23 |
| W. A. Bruce | Lots 8 and 9, Blk. 5. | 14,500.00 |
| M. B. Johnson | Lot 1, Blk. 12. | 1,273.04 |
| Anna E. Johnson | Lot 1, Blk. 12. | 1,273.04 |
| Emma K. Barnett | Lot 1, Blk. 12. | 1,342.08 |
| Elizabeth Patterson | No. 1/2 Lot 4, Blk. 12. | 1,865.66 |
| Geo. and Ethel Prioleau | So. 1/2 Lot 4, Blk. 12. | 1,874.37 |
| Mary R. Sanders | Lot 6, Blk. 12. | 4,129.09 |
| Sarah I. Ambrose | Lot 7, Blk. 12. | 1,075.00** |
| Marion R. Wyser | Lot 7, Blk. 12. | 75.00 |
| So. Calif. Bond and Finance Corp. | Lot 7, Blk. 12. | 128.09 |

*Satisfaction of Judgement, The City of Manhattan Beach
v. B. H. Dyer, et al.

**Amount of settlement not shown in Satisfaction of Judgement. This estimated amount is based upon award made at time of Interlocutory Decree.

TABLE III
(continued)

| <u>Owner</u> | <u>Property</u> | <u>Settlement</u> |
|---------------------------------|------------------|-------------------|
| R. C. Ruperd | Lot 10, Blk. 12. | 1,565.08 |
| Grace Stuart | Lot 13, Blk. 12. | 1,200.00 |
| L. A. Dreisbach | Lot 14, Blk. 12. | 913.95 |
| M. W. Mitchell | Lot 14, Blk. 12. | 25.00 |
| Clara M. Monroe (Darlington) | Lot 15, Blk. 12. | 1,200.00 |
| H. A. Ecclestone | Lot 16, Blk. 12. | 1,755.85 |
| <hr/> | | |
| TOTAL | | \$66,040.63 |

NAACP Swim-In

Black families were still coming to Bruce's Beach even though police were now arresting them as “trespassers.” On July 4, 1927, a 19-year-old Black UCLA student, Elizabeth Catley, was arrested for swimming and “trespassing” on the “private beach.”⁵³ Manhattan Beach police refused to allow her to change into dry clothes and kept her in jail for five hours. In response, the newly formed Los Angeles chapter of the National Association for the Advancement of Colored People (NAACP) held their first peaceful protest on July 17, 1927, which was dubbed a “swim in.”⁵⁴ The lawyer for the NAACP, Hugh Macbeth, was able to obtain admissions from police officers, Bessonette, and Trustees that the signs were meant only to deter Blacks, prompting the force of signs’ removal. The next day, the California Eagle’s banner headline crowed: “NAACP Wins Beach Victory.”⁵⁵

After 1929

In 1930, the *Manhattan Beach News* praised the efforts of councilman John F. Jones who had “made it his particular aim” to force the Black residents from Blocks 5 and 12 because their “settlement” had “depreciated property values to a considerable extent and many sales were lost on this account.” The article continued: “Mr. Jones worked long and earnestly on this problem with the result that the negroes finally withdrew their occupancy of the MAnhattan Beach property and the city is now free from that menace.”⁵⁶

Daugherty, one of the three original subdividers in Manhattan Beach (in addition to George Peck and John Merrill), was interviewed for a four-part essay entitled “A History of Manhattan.” In one excerpt published in the *Manhattan Beach News* on February 19, 1943 and reprinted on July 20, 1945 in the *Redondo Reflex*, Daugherty discussed the racist motivations behind the condemnation of the Bruces’ and other families’ land. “We tried to buy them out but they would not sell. There were several families in the blocks between 26th and 27th streets....We had to acquire these two blocks to solve the problem, so we voted to condemn them, and build a city park there. We had to protect ourselves. Our attorneys advised the members of the council never to admit the real purpose in establishing the park, especially during the city council meeting.”⁵⁷

⁵³ *California Eagle*. “Jailed for Bathing.” Friday, July 8, 1927.

⁵⁴ Brigham, p. 86.

⁵⁵ Brigham, p. 93.

⁵⁶ *Manhattan Beach News*. “Jones’ Efforts Increase Values,” April 11, 1930. P. 1.

⁵⁷ *Manhattan Beach News*. “Negroes and Pier Building Were Manhattan Problems,” February 19, 1943, pp. 1 and 6.

The History of the Park

After the city condemned the land for a new park in place of the former resort, historic folklore says that the land sat empty for 30 years. Manhattan Beach resident, Robert Brigham, remembered looking at the empty lots during the 1940s and 1950s. They were covered with weeds and empty soda bottles.



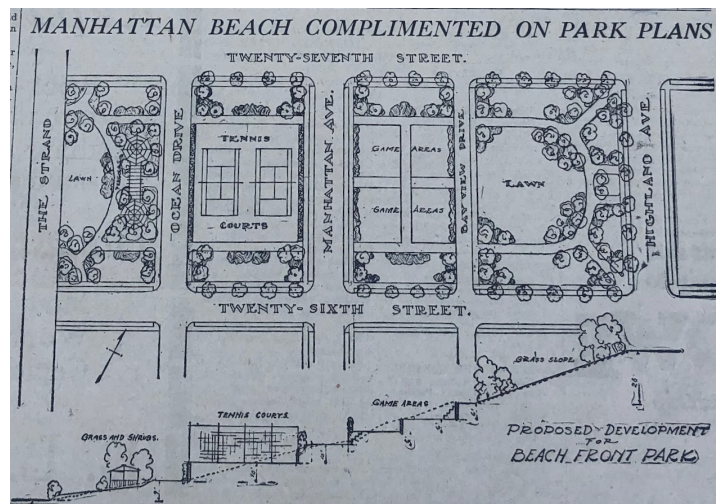
Photo Courtesy of the Manhattan Beach Historical Society

Beginning in 1932, however, Manhattan Beach City Council had petitioned the county for assistance in funding both the City Park between the Strand and Highland, and Live Oak Park off what was then called Railroad Drive. They hoped to use labor supplied by the County Welfare and Stabilization Program.⁵⁸

In February, 1933, the City of Manhattan Beach filed plans to utilize funds from the Reconstruction Finance Corporation to build a beachfront park. The resolutions asked the Los Angeles County Board of Supervisors for 2580 “man days” for the improvement of the City Park, “being the block between Manhattan Avenue and Ocean Drive, 26th and 27th.” For the block between The Strand and Ocean, 1300 “man days” were requested, and between Manhattan Avenue and Bay View, 2400. The block between Bay View and Highland needed 2267 “man days”.⁵⁹

⁵⁸ Minutes of the City Council Meeting of the City of Manhattan Beach. July 21, 1932.

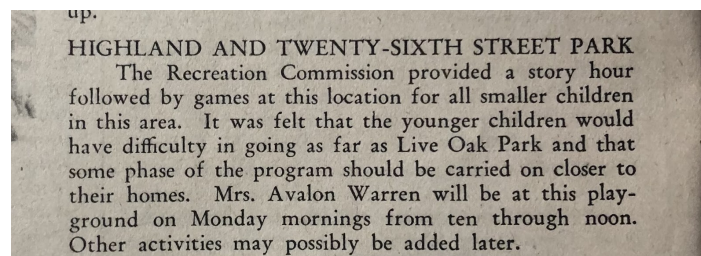
⁵⁹ Minutes of the City Council Meeting of the City of Manhattan Beach. February 2, 1933.



From the *Manhattan Beach News*, March 17, 1933.

By August 11, 1933, the *Manhattan Beach News* reported that “Beach Front Park... has been graded and its terraced surface planted to moss, pending further development that will include extensive landscaping, game areas, and tennis courts.”⁶⁰

An 1945 issue of *Community Life* magazine, describes a children's story hour located at the playground at Highland and 26th st Park.⁶¹



A *South Bay Breeze* newspaper article published November 9, 1954 reported on a joint session between the City Council and the Recreation Commission discussing the development of park plans. By 1956, the area was landscaped into a terraced park that absorbed a portion of Bayview Drive.

The site was referred to as City Park and Beach Front Park until 1962, when the Kiwanis Club and the Manhattan Beach City Council sponsored a naming contest. The chosen name was Bayview Terrace Park.⁶²

⁶⁰ *Manhattan Beach News*, “Progress is Evident in Park Work”, August 11, 1933, p. 1.

⁶¹ *Community Life*, 1945

⁶² *South Bay Breeze*, November 9, 1954

After a failed effort to change the name of 15th street to Calle Culiacan at the February 5, 1974 City Council meeting, during the February 19, 1974 meeting, the Manhattan Beach Sister City Committee requested the city rename the park "Culiacan Terrace Park or its Spanish equivalent". This was done before the "in view of the impending visit of Culiacan representatives for the change of officers on the city council and to make them feel more a part of the cultural exchange." Parque Culiacan was designated on March 16, 1974.⁶³

In 1988, the mayor of Culiacan, Mexico no longer supported the Sister Cities Program, and dropped Manhattan Beach as their sister city. In 1989, a new sister city was established with Santa Rosalia of Baja California, Mexico.⁶⁴

On February 15, 2003, a group from Leadership Manhattan Beach, a community leadership program, proposed a class project called "Facts on Plaques", a series of historical facts placed on plaques near points of interest. Class member Mark Davis also proposed a communitywide contest to rename Parque Culiacan with a name more relevant to the community. The council approved the project with the directive that the park not be named after an individual.⁶⁵

On April 15, 2003, the Leadership class returned to the City Council with the recommendation of renaming Parque Culiacan to Friendship Park. During the meeting, the Sister City Organization representatives protested the recommendation and stated that it was inappropriate to drop the original Sister City's name Culiacan from the park. The City Council unanimously denied the recommendation of Friendship Park.⁶⁶

The council accepted a donation of \$3,600 from The Leadership Manhattan Class of 2003 and instructed staff to work with Leadership to develop a sign including all the history of Parque Culiacan.⁶⁷

At the City Council Meeting on May 6, 2003, Sandra Seville-Jones, co-manager of Leadership Manhattan Beach, presented wording based on the extensive research completed by Leadership. Councilmember Ward suggested deleting the word "tragic" from the plaque wording. However, Ms. Seville-Jones felt that the documentation supported the use of the word and it was an important factor in the emotional impact of the statement.⁶⁸ The final text read:

⁶³ MB City Council Minutes, February 19, 1974

⁶⁴ Parks & Recreation Minutes February 27, 2006

⁶⁵ MB City Council Minutes, February 18, 2003, Agenda Item 13

⁶⁶ MB City Council Minutes, April 15, 2003, Agenda Item 15, pg 6

⁶⁷ MB City Council Minutes, April 15, 2003, Agenda Item 15, pg 7

⁶⁸ MB City Council Minutes, May 6, 2003, Agenda Item 6.19, pg. 5

Parque Culiacan Named in honor of Culiacan, Mexico Our first Sister City 1974 Formerly the site of Bruce's Beach, a resort for African American Angelinos. This two block neighborhood also housed several minority families and was condemned through eminent domain proceedings commenced in 1924. Those tragic circumstances reflected the views of a different time. Signed and donated by Leadership Manhattan Beach Class of 2003.



Two years later, in December 2005, renaming the park was brought up again during MB City Council audience participation. Rosa Parks had died in October, 2005 prompting Manhattan Beach resident and activist, Patrick McBride, to request that the park be named after her as symbolic of the civil rights issues related to the park's history. Mr. McBride stated that Bob Brigham was also in support of remaining the park in honor of Rosa Parks. In response to Mr. McBride's comment, Mayor Fahey felt strongly that a name that addresses the history of the area would have more meaning than Parque Culiacan. Mayor Fahey asked the council if there was support for discussing changing the name of Parque Culiacan; Mayor ProTem Ward said he "didn't have any problem with discussing it" and City Manager Dolan suggested it be referred to Parks and Recreation for consideration and discussion before city council agendaize it.⁶⁹

Parks and Recreation met on February 27, 2006. Community member Patrick McBride spoke during audience participation on the history of Bruce's Beach and Rosa Parks. Parks Commissioner Lear agreed with other Commissioners and would be open-minded about considering a new park name that has a much more localized connection to the Manhattan Beach community, i.e. Bruce's Beach. The meeting minutes note that, "The Commission has an interest in sending the message that Manhattan Beach stands for,

⁶⁹ Manhattan Beach City Council Meeting recording, December 6, 2005

amongst other things, diversity and recognizing that the greatest blemish in our history is the events of the 1920s at Bruce's Beach". Commissioner Lear commended Mr. McBride's noble effort to communicate to the world that the City of Manhattan Beach stands for diversity and good will. The Commission voted against changing the name to Rosa Parks Park.⁷⁰

At the conclusion of the Manhattan Beach City Council meeting on April 18, 2006, during other council business, Mayor Mitch Ward, supported by Mayor ProTem Nick Tell and Councilmember Joyce Fahey, directed the Parks and Rec Department to look into renaming Parque Culiacan, with specific direction to look at the historical aspects of the area.⁷¹

The Parks and Recreation committee met on May 22, 2006. During audience participation, community members suggested keeping the name Parque Culiacan as well as the names Forgiving Park, Ocean View Park, Surf View Park and Bayview Terrace. Community member Patrick McBride suggested that the park's history had a huge civil rights significance, thus renaming the park Bruce's Beach would signify the historical relevance. Mr. McBride suggested that a lot of people think we should honor the Bruce Family and he suggested the city should honor the symbol that they stood for and the historical struggle that took place. Commissioner Paralusz agreed that the City Council's direction was to consider renaming the park to reflect historical events. Commissioner Paralusz was in favor of renaming the park Bruce's Beach to recognize our City's history. She suggested that we can't go back and change what happened, but could certainly address what had happened. Commissioner Paralusz then made a motion to recommend to the City Council in favor of changing the name Parque Culiacan to Bruce's Beach. The Committee voted 4-2 (Ayes: Cohen, Paralusz, Gill, Lamb; Nays: Harris, Lear)⁷²

At the City Council meeting on July 6, 2006, Parks and Recreation brought their recommendation of renaming Parque Culiacan to Bruce's Park or Bruce's Beach Park before council. Mayor Mitch Ward suggested that the discussion should be about the history of the land rather than the Bruce family, and referred to the role of the Bruce family as the "movement the Bruce family created as a result of George Peck". He shared an article from The Observer that invoked a portrayal of George H. Peck, as a generous businessman who helped his black neighbors in "bucking the practice of racial exclusion, opened up 2 blocks of land on the beach for African Americans to purchase."⁷³

⁷⁰ MB Parks and Recreation Meeting Minutes, February 27, 2006

⁷¹ Manhattan Beach City Council Meeting recording, April 18, 2006

⁷² MB Parks & Recreation Committee Meeting Minutes, May 22, 2006

⁷³ MB City Council Minutes & Recording, July 5, 2006

Residents gave emotional speeches during audience participation. Many of the name change supporters wore large paper hearts with “BB” written on them. Resident Oliver Coker read a letter on behalf of his wife, Lillian Light, saying this was “a chance to right a wrong and honor the Bruce Family... This name would make a statement that ‘we citizens of Manhattan Beach strongly oppose such acts of racial discrimination and will never again allow such acts to occur here’.” Resident Gail Runk said “history must never die because if history dies, the future dies with it. We have an opportunity to honor the past here...for the history the Bruce family enriched our city with.” Resident Patrick McBride, who started the name change discussion 6 months prior, and spoke on its behalf at every meeting, noted the name change also highlighted the significance of the non-violent protest by Elizabeth Catley, the NAACP, and the movement it inspired.⁷⁴

Mayor Ward said he supported the name change because he wanted to “honor the founder of this city, George Peck, for the vision that he had.” He felt it was a grave error to not recognize the true importance of the land. Mayor Pro Tem Tell indicated he would support changing the name of the park to Bruce's Beach. Mayor Mitch Ward made a motion, and Mayor Pro Tem Nick Tell seconded the motion. Councilmembers Jim Aldinger and Richard Montgomery voted against the name change. With the deciding vote, Councilmember Joyce Fahey voted in favor of changing the name to Bruce's Beach.⁷⁵

On November 8, 2006, city staff presented a report to the Manhattan Beach City Council suggesting text for the new plaque at Bruce's Beach park and asking for \$8,000 to be allocated from the City Council contingency fund. Manhattan Beach resident, Patrick McBride, asked for the item to be pulled from the consent calendar for discussion. During the discussion, McBride expressed concerns about where the plaque wording came from and why experts such as Robert Brigham and Alison Jefferson had not been consulted about the plaque wording. He was also concerned that significant history was not represented. Councilmember Ward stated that a complete history was unnecessary. Council Member Joyce Fahey and Mayor Nick Tell pushed for the inclusion of George Peck in the opening sentence of the plaque wording. Staff was directed to modify the wording to include historical information about George Peck and Bruce's Beach being the only beach open to African Americans at that time.⁷⁶

At the December 5, 2006 meeting, community member Patrick McBride, spoke and once again expressed concern regarding the accuracy of the history reflected in the plaque wording and the need for more time and consideration. He had shared the

⁷⁴ MB City Council Recording, July 5, 2006

⁷⁵ MB City Council Minutes & Recording, July 5, 2006

⁷⁶ MB City Council Minutes & Recording, November 8, 2006

plaque wording with the Center for Law in the Public Interest, a Los Angeles Civil Rights Firm. They were in disagreement with the plaque wording and felt that the driving out of the families was important to include. The council felt strongly that the focus remains on the positive. Mr. McBride shared that several months ago the Center had offered to help the city to raise money for an art piece and to help draw attention to the area and its historical significance. Councilmember Ward and Councilmember Aldinger served on the subcommittee to review the text.⁷⁷

Despite the concerns raised by Mr. McBride, the final wording was unanimously approved by council on December 5, 2006:

Bruce's Beach

In 1912, Mr. George Peck, one of our community's co-founders, made it possible for the beach area below this site to be developed as Bruce's Beach, the only beach resort in Los Angeles County for all people. Charles and Willa Bruce were the African American entrepreneurs who settled here, thus the name Bruce's Beach. This two-block neighborhood was home to several minority families and was condemned through eminent domain proceedings commenced in 1924. Those tragic circumstances reflected the views of a different time. The land was referred to as City Park and Beach Front Park and later named Bayview Terrace Park through a community contest in 1962. The park was designated Parque Culiacan on March 16, 1974, at the time of a visit from representatives of our first Sister City. The Manhattan Beach City Council renamed the park as Bruce's Beach in July 2006, commemorating our community's understanding that friendship, goodwill and respect for all begins within our own boundaries and extends to the world community. All are welcome. A project of Leadership Manhattan Beach Class of 2003.

⁷⁷ MB City Council Recording, December 5, 2006

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- February 18, 2003
- April 15, 2003
- May 6, 2003
- December 6, 2005
- July 5, 2006
- April 18, 2006
- November 8, 2006
- December 5, 2006

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[LINK TO APPENDIX AND RESOURCES](#)

Appendix 2

Resolution of Apology

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MANHATTAN BEACH
ACKNOWLEDGING AND APOLOGIZING FOR HISTORIC RACIALLY
EXCLUSIONARY POLICIES AND PRACTICES AND COMMITTING TO REDRESSING
THE ENDURING NEGATIVE EFFECTS OF RACIAL EXCLUSION

The City Council of the City of Manhattan Beach does hereby resolve and order as follows:

Section 1. Racism and its Effects

- A. Racism is deeply ingrained in American society and has been since its founding, and continues to this day to undermine Black Americans and other communities of color. Historically and through to the current day, systemic racism limits Black Americans' access to wealth accumulation, employment, housing, healthcare, equally funded education, justice, and beyond.
- B. Racist practices in our country and community, both overtly adopted and exercised in the guise of legitimate policy, have formed a complex system of racially motivated discrimination against Black Americans and other persons of color, resulting in economic, educational, criminal justice, and health adversities.
- C. By this Resolution, the City of Manhattan Beach formally recognizes, acknowledges and regrets the institutionalization of racism that led to past injustices within this community. This acknowledgement is the first step in a formal apology, and its journey to becoming an anti-racist community that promotes equality and rejects racism and racial inequities.
- D. To heal and continue to evolve into a city of inclusion, the City of Manhattan Beach must redress the wrongs of its past. An apology has important symbolic value, but is incomplete without City leadership spearheading meaningful efforts to model core values and address persistent racial disparities and discrimination in our community.
- E. We as a community are better when we are all treated fairly, inclusively, and equitably, with respectful and socially just policies.

Section 2. Racism in Manhattan Beach: Bruce's Beach to Today

- A. During the years from 1912 to 1927, an emerging Black neighborhood took hold in the vicinity of Highland Avenue, the Strand, 26th Street, and 27th Street. Roughly a half dozen Black families purchased property in the neighborhood as residences or visitor-serving businesses, including Willa and Charles A. Bruce, Major George Prioleau and Mrs. Ethel Prioleau, Elizabeth Patterson, Mary R. Sanders, Milton and Anna Johnson, John McCaskill and Elisa L. Irvin, and James and Lulu Slaughter.
- B. Willa and Charles A. Bruce established a resort known as Bruce's Beach, with a restaurant, dancehall, changing rooms, and showers. Bruce's Beach became a popular destination for Black Americans from the greater Los Angeles metropolitan area to recreate and enjoy the City's beautiful beach and ocean.
- C. Beginning in 1912, historians have documented that both the Black homeowners and visitors to this neighborhood suffered intimidation, harassment, and discrimination on the basis of their race by Manhattan Beach government officials, the police department, members of a South Bay chapter of the Ku Klux Klan, and other white residents. These acts consisted of:
- (i) Unknown persons setting residences on fire and causing other forms of property damage;
 - (ii) Unknown persons letting out the air from tires of vehicles owned by Black visitors;
 - (iii) An adjacent property owner cordoning off property so as to force Black beachgoers to walk one-half mile from this neighborhood to access the ocean;
 - (iv) The City Council enacting ordinances sharply limiting the creation of new bathhouses and other visitor-serving facilities in direct response to the popularity of Bruce's Beach among the Black American community; and
 - (v) The City endeavouring to privatize the beach by entering into a sham lease of the adjacent beach with a white property owner in order to exclude Black Americans, and then causing its police department to arrest Black Americans (and only Black Americans) who ventured onto the beach.
- D. The purpose of these racially motivated actions was to make Manhattan Beach inhospitable to Black American residents and visitors. Manhattan Beach

residents at the time are on record expressing concern over the effect a Black population in Manhattan Beach would have on property values.

- E. When the acts of intimidation and harassment prior to 1924 did not have the desired effect of excluding Black Americans from the community, white residents, including realtors and civic leaders, pressured and persuaded the City Council to exercise the power of eminent domain to acquire the land for use as a public park. The park was not needed or important to the City; the land remained largely undeveloped for the next 30 years, and has remained unimproved in comparison to other city park land.
- F. The end result of the foregoing actions was to snuff out a flourishing Black American-owned business, which may have impacted Manhattan Beach's future demographics and contributed to a lack of diversity within the community. According to the 2010 census, Black Americans represent 0.8% of the total population of Manhattan Beach.
- G. In subsequent years, Black residents and visitors in the city have regularly reported instances of racial profiling and harassment committed by community residents and the Manhattan Beach Police Department.
- H. Continuing to this day, Black Americans continue to suffer the effects of racial discrimination when renting or purchasing property in the City of Manhattan Beach.
- I. As recently as 2015, an unknown person set fire to the home of a Black family, the culmination of a series of acts of vandalism on their property. An FBI investigation officially ruled the incident a hate crime.

Section 3. Apology

The City of Manhattan Beach formally apologizes for and condemns:

- A. The racially motivated, discriminatory and exclusionary aspects of the City's history and the resultant duress suffered by Black residents and visitors who were impacted by racist acts and City policies and practices.
- B. The role that the City itself played by tolerating racial discrimination and harassment by City residents that went unpunished, causing terror and intimidation among the Black community.
- C. The role that the City played conspiring to exclude Black Americans from its beach and utilizing its police force to enforce such exclusion by way of unlawful and unconstitutional arrests and prosecutions.

- D. The role that the City played enacting facially neutral ordinances with the well-documented intention to discourage the expansion of Black owned commercial hospitality enterprises and to stymie the increasing popularity of the City as a recreation destination for Black Americans in the greater Los Angeles area.
- E. The role that the City played, acquiescing to public pressure by pretextually exercising its powers of eminent domain, to dispossess Willa and Charles A. Bruce, Major George and Mrs. Ethel Prioleau, Elizabeth Patterson, Mary R. Sanders, and Milton and Anna Johnson of their rightful property, thereby eradicating a lively and growing Black American neighborhood.
- F. The misuse of government power towards Willa and Charles A. Bruce, Major George and Mrs. Ethel Prioleau, Elizabeth Patterson, Mary R. Sanders, and Milton and Anna Johnson. The City directly apologizes to these former property owners for unjustly depriving them of their property without a legitimate public purpose, as is required by the constitution.
- G. The resulting culture of exclusion that discouraged other Black families and families of color from making their home in Manhattan Beach, thereby contributing to calcified economic disadvantage and depriving them of the resources of the City of Manhattan Beach. The long-lasting consequence of this exclusion harmed those it indirectly discouraged and directly ejected from Manhattan Beach, as well as the city's existing residents and visitors.
- H. The City's delay of an overdue reckoning of racial injustice in our community, to the detriment of generations of Manhattan Beach residents.

Section 4. Redress

- A. The City Council pledges as a core value to reject racism and racial inequities in all forms by promoting and sustaining racial equity and justice, and by ensuring anti-racist principles and practices across leadership, staffing, and contracting.
- B. The City Council will review and revise policies, procedures, ordinances, values, goals, and missions through an anti-racism lens in an effort to promote racial equity, and end discrimination and harassment toward any person or group based on race or ethnicity.
- C. The City Council will implement the recommendations of the Bruce's Beach Task Force set forth in its Progress Report dated March 13, 2021 and consider ongoing recommendations put forth by the Task Force.

PASSED, APPROVED AND ADOPTED this __ day of _____, 2021.

MAYOR

Attest:

City Clerk

Appendix 3

Recommendations to the Cultural Arts Commission

- I. Create permanent public art installations at Bruce's Beach through the Cultural Arts Commission, making the history of racial exclusion in the city transparent.
- II. Hire a social practice artist who will engage city residents and others in the development of the art installations. The ultimate form of the art installations would, therefore, arise from community engagement. Since this engagement is essential, the goal of the social practice process will be to include all segments of the community in a conversation about the installations, and then to create art that reflects community sentiments.
- III. The Task Force envisions installations of art that would explain the history of Bruce's Beach in an exhibit within the park, adjacent to the Strand, or on the County property, with consideration given to the following ideas generated from brainstorming by the Task Force and community:
 - A. Be large enough that people can walk through it, into it, or around it, causing the viewer to slow down, think, and learn.
 - B. Be educational, perhaps by incorporating plaques, videos, quotes, old photos, etc. The art piece should tell the history of the Bruce's and the other families of the area. It then could delve into describing more modern racist acts committed here in Manhattan Beach and neighboring communities, and then perhaps teach viewers how racism still exists in our institutions and in our culture.
 - C. Include "contemplative spaces" and "conversation benches", spaces and places for the viewers to consider or discuss what happened then and what continues to happen now.
 - D. Be large and take up space on the grass to reinforce the importance of this subject and underscore how critical it is to learn about it.
 - E. Consider using the ocean as a theme, or creating spaces to integrate an ocean view, because that's what the patrons of Bruce's Beach were there to do.
 - F. Not be an entirely enclosed space, but be open to the sky, to emphasize our freedom in contrast to the lack of freedom the Bruce's and their patrons ultimately suffered. Some enclosed space might be necessary to a) emphasize that they did not have unlimited freedom to be here and enjoy the beach, and b) to create a dark enough space for any video installation.
 - G. Incorporate a place for visitors to place flowers.

- IV. Incorporate QR codes (Quick Response codes) on signage to connect people to a virtual exhibit that they can access on their own, at any time. For example, a specific code located near Lots 8 and 9 in Block 5, where the Bruces' resort stood, could, once scanned, inform visitors about the resort through original photos, newspaper clippings, and the like. By scanning the code with their smartphones or smart devices, visitors would be able to instantly learn more about the resort, see what it looked like in context, access original newspaper clippings and find links to additional information
- V. Work with innovative digital artists to develop an exhibit at the site of Bruce's Beach that would use Augmented Reality (AR). AR combines actual reality with altered reality for an immersive, educational experience using smart phones and similar devices. AR allows visitors using an app on their smart devices to access images, sounds, and specific visual elements of the era of Bruce's Beach, recreating scenes from 1920s Manhattan Beach.
- VI. Establish a space at Bruce's Beach as a location for cultural performances, art exhibits, and celebration of events of significance to the African American community and all other ethnic communities (such as Martin Luther King Day, Juneteenth, etc.). This space requires the creativity of the artist to avoid changing the character of or damaging the view from the park.
- VII. Use the Belmar Art+History project in Santa Monica as an inspiration for what can be created. Parenthetically, Santa Monica's budget for that project was \$500,000.

Appendix 4

Wording of the New Plaque at Bruce's Beach

- I. The wording for a new plaque should include carefully selected facts and messaging communicating the historic significance of Bruce's Beach, all families affected in the eminent domain ruling, and the NAACP swim-in; and the commitment of the city to a path of antiracism.
 - a. The History Subcommittee will propose new wording for the plaque. A professional or historical organization will review for historical accuracy after consensus from the Task Force. The Task Force requests that the City Council authorize an expenditure of up to \$1,000 for consultation fees.
- II. The Task Force recommends that the existing stone monument be replaced with an updated structure.

Appendix 5

Task Force Continued Efforts

The Bruce's Beach Task Force would serve as an advisory body to provide input to the City Council in support of the adopted September 5, 2017 Stand Up Commitment and the recommendations resulting from the continuing work of the Task Force, as described below. The Task Force would work with other South Bay leadership groups such as the El Segundo DEIC and the MBUSD EDSJI on city-wide projects, education and initiatives, and continue to develop a climate of care, equity, diversity, social justice, and inclusion in our community. The Task Force recommends that the City Council authorize it to explore the following initiatives:

1. Conduct an additional community forum in the Spring of 2021 with the goal of educating the community on the history of Bruce's Beach, promoting dialogue and community healing, community engagement, and providing a platform for residents to share their personal stories and experiences. Afterwards, consider the efficacy of conducting additional community forums.
2. Encourage Manhattan Beach homeowners, buyers, sellers, and real estate agents/brokers to (i) check documents in the chain of title on real property in the city, including any Covenants, Conditions, and Restrictions (CC&Rs) and (ii) if racial covenants are found, submit a Restrictive Covenant modification form to the County of Los Angeles to expunge the covenants. This would be a symbolic gesture to demonstrate rejection of racist practices of the past and signal that all are welcome in Manhattan Beach.
3. Assist the Manhattan Beach Police Department to expedite collection of race-based data with an eye to eliminating racial profiling. The Racial and Identity Profiling Act (AB953) requires that all Police Departments in the State of California collect race-based data, as overseen by the California Department of Justice. The MB Police Department is required to begin collecting this data by January 1, 2022, and reporting the data to the DOJ by April 1, 2023.¹ The Task Force seeks to enable regular RIPA data reports to the City Council on or before December 31, 2021.
4. Facilitate and encourage development of affordable housing units and attendant entitlements within the City.
5. Incentivize City property owners to dedicate rental units and ADUs/JADUs for use as affordable housing.
6. Facilitate the attendance by appropriate City personnel to a two-day Phase I workshop led by the Racial Equity Institute (REI). The mission of these workshops is to help a community grow in its understanding and analysis of

¹ <https://oag.ca.gov/sites/all/files/agweb/pdfs/ripa/ripa-board-report-2020.pdf>

structural racism, and to develop the tools needed to challenge patterns of power and to grow equity.

7. Join at no cost the Government Alliance on Race and Equity (GARE), a national network of government working to achieve racial equity and advance opportunities for all, demonstrating Manhattan Beach's commitment to applying a racial equity lens toward creating a fair and just community, and rejecting all forms of bigotry, hatred, intolerance, racism and violence.
<https://www.racialequityalliance.org/about/our-approach/government/>
8. Hire a DEI expert or organization to audit and consult with the City.
9. Sponsor an annual scholarship of \$1,500 to high school students who will study African American history in college.
10. Sponsor a grant of \$1,000 to graduate students who pursue the study of the racial history of Manhattan Beach.
11. Create a professional educational media piece on the history of Bruce's Beach that would be easily distributable and accessible to South Bay residents and schools.
12. Recruit young people of color for internships in City government and the police cadet program.
13. Collaborate with the Chamber of Commerce to assist local businesses to actively solicit job and internship applications from people of color from outside the City.
14. Collaborate with the City Park and Recreation Department to organize swim instruction targeting youth of color in order to qualify them for the Los Angeles County Junior Lifeguard program or otherwise ensure safety and accessibility to the ocean.
15. Collaborate with the City Parks and Recreation Department and/or in collaboration with nonprofit organizations in order to recruit young people of color into beach volleyball instruction.
16. Collaborate with the City Parks and Recreation Department and/or in collaboration with nonprofit organizations in order to recruit young people of color into programs for water safety and surfing.
17. Diversify programming of the City's summer Concerts in the Park;
18. Organize multicultural youth and family sports and cultural events intended to create diversity and inclusiveness in Manhattan Beach.
19. Organize further Community Forums and Engagement as set forth in Appendix 6.
20. Create a Diversity, Equity and Inclusion Commission (DEIC), tasked with studying and developing proposals to redress the enduring harmful impact of

systemic discrimination against Black Americans and other persons of color, increasing dialogue and awareness, advancing racial equity, and supporting educational and cultural programs for residents of the City of Manhattan Beach to focus on systemic racism and elevate culturally diverse artistic expression.

21. Collaborate with the County of Los Angeles as authorized by the City Council with regard to the future disposition of the County lifeguard headquarters on the land formerly owned by the Bruce's.

Appendix 6

Community Forum And Community Engagement

INTRODUCTION

In response to the civil unrest triggered by the killing of George Floyd in early 2020, the city put on a virtual forum on policing and partnerships, which was well attended and well received. We want to build upon this experience by holding additional, ongoing forums. Only by engaging the community and hearing their voices can racial healing truly begin. By holding ongoing community forums, we can educate residents, and the public in general, on the history of Bruce's Beach as well as provide a platform where people can share their personal stories and experiences.

We sponsored a successful Community Forum on February 25, 2021 and are proposing one additional virtual community forum in the Spring of 2021 . This forum will target students in middle and high school and will be co-created with members of the MBUSD's Committee on Equity, Diversity and Social Justice. The panel of speakers will include representatives from the MBUSD student body, MBUSD Committee on Equity, Diversity and Social Justice and Bruce's Beach History Subcommittee.

Of course, this is not enough. We believe that there must be ongoing community consultation and engagement to address the issues of racism in Manhattan Beach, past and present.

ADDITIONAL COMMUNITY FORUMS

As the pandemic subsides and it becomes safe to do so, we hope to have in-person community forums. These forums are intended to explore various topics. These would include positive examples of progress in the areas of racial justice and equality, as well as discussions on community experiences of racism and microaggressions, discriminations in schools, State and National African American history, city apologies, discussion of Sundown Towns, black contribution to the forming of the nation, notable African American authors, etc.

DEDICATED WEBSITE AND VIRTUAL FORUM

Develop and maintain a robust and professional website that will attract the attention of the public and encourage them to explore and engage with the content presented. The website would present the history of Bruce's Beach, as developed by the history subcommittee, host a platform to announce community events and forums, and provide

a moderated space where the current experiences of people of color in Manhattan Beach can be shared and made visible. This can be accomplished, even anonymously, on the website with videos and written comments that are vetted before publication.

BUDGET

| Website (set up costs) | Time | Cost | Budget |
|---------------------------------|--------------|---------|-----------------|
| Domain Cost | 1 (yearly) | \$50 | \$50 |
| Hosting Cost | 12 (monthly) | \$25 | \$300 |
| Website Development | 40 (hours) | \$100 | \$4,000 |
| Website Design | 40 (hours) | \$60 | \$2,400 |
| Content (Videographer & Editor) | 80 (hours) | \$85 | \$6,800 |
| Maintenance/Upkeep | 1 (yearly) | \$1,000 | \$1,000 |
| Misc. | 1 (yearly) | \$450 | \$450 |
| Total | | | \$15,000 |

*Estimated Yearly Website Upkeep Cost \$1,800 a year

* Can explore in kind donations to run the website

A Note From the Co-Chairs

We are writing this with great appreciation for the extraordinary effort of the members of the Bruce's Beach Task Force. The work of the Task Force is laid out in the Progress Report submitted to Council. We appreciate the expertise and the many, many hours of volunteer work that each member has put into this effort. We also want to give special recognition to Senior Management Analyst Alexandria Latragna for her professionalism and dedication in supporting the Task Force.

The Task Force's charge was to put together a more accurate telling of the history of Bruce's Beach, propose replacement language for the current plaque, develop the basis for an art piece commemorating the history, and make other recommendations for Council's future consideration.

The starting point for that charge is the history. History is messy. It is the product of the people and times in which it is written, and is rewritten as tides, fortunes, politics, and people change. It can sometimes be incomplete or inaccurate based on who the author is. Only "winners" used to write it, but given enough time, equality and access, it can be reexamined in a more just and inclusive light as much as people are willing to do so.

Manhattan Beach is faced with reexamining its own history today. It is not alone. Communities throughout our region, state and nation are reexamining their pasts with a new appreciation for a full and honest retelling. This is especially true with regard to issues of race and privilege, issues galvanized by the 2020 murder of George Floyd under the knee of a white police officer. Revisiting the history behind these issues, once seen as improbable, is now seen as an imperative.

We recognize that not everyone shares this view—why, they ask, are we bothering with the past, when there's so much to do in the present? Why, they ask, are we sowing division over things they had nothing to do with? These are difficult, uncomfortable discussions to be sure. Nevertheless, despite these views, and sometimes because of them, there comes a critical mass that can no longer be ignored. Manhattan Beach reached that critical mass in choosing to reexamine its history of what has come to be called Bruce's Beach and its City Council unanimously appointed a task force to do just that.

We don't do this because we think Manhattan Beach is a racist city; we do it because we know it is not. Time and again, we have gathered as a community to mourn tragedies and stand up against injustice, against hate, and against intolerance.

Unfortunately, this was not the case in the 1920's. The story of Bruce's Beach parallels the story of racism in America in the early part of the last century. We can't fix or change the past, but we can recognize it and learn from it. That's what the Bruce's Beach Task Force has been about. While much has been debated about the Task Force outside of its meetings, we understand that whether one thinks they went too far or not far enough depends more on whether one agrees with their recommendations or not. We get it. We don't agree with every recommendation made by the Task Force either, however, we respect the process that produced them and their willingness to make them. Nothing about this effort was easy, but that doesn't mean it wasn't worth doing.

It is a sad fact that racism has been as contradictorily endemic in the American experience as the idea that all men are created equal. It is the latter we strive for while still working to fix the former. We are under no illusion that the Task Force's work will end racism here or anywhere. That was not its focus.

Anyone can say or do something racist. The City of Manhattan Beach and the community as a whole are not responsible for such acts. But what we have done, can do, and will do as a community is stand together against such things when and if they do happen. The reexamination of Bruce's Beach is one of those stand together moments. By finally and more fully addressing our past, we can finally and more fully move forward together. This is why the Task Force was formed to begin with—to recognize our past and educate ourselves so that the seeds of understanding and acceptance that we sow in our children today will take even greater root in their tomorrows.

Resolution of Apology

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MANHATTAN BEACH ACKNOWLEDGING AND APOLOGIZING FOR THE CITY'S ROLE IN THE RACIALLY MOTIVATED CONDEMNATION OF PROPERTIES IN THE AREA KNOWN AS BRUCE'S BEACH

The City Council of the City of Manhattan Beach does hereby find as follows:

- A. During the years from 1912 to 1927, in and around the area bordered by Highland Avenue, the Strand, 26th Street, and 27th Street, roughly a half dozen Black families purchased property in the neighborhood as residences or visitor-serving businesses, including Willa and Charles A. Bruce, Major George Prioleau and Mrs. Ethel Prioleau, Elizabeth Patterson, Mary R. Sanders, Milton and Anna Johnson, John McCaskill and Elisa L. Irvin, and James and Lulu Slaughter.
- B. Willa and Charles A. Bruce established a resort known as Bruce's Beach, with a restaurant, dancehall, changing rooms, and showers. Bruce's Beach became a popular destination for Black Americans from the greater Los Angeles metropolitan area to recreate and enjoy the City's beautiful beach and ocean.
- C. Beginning in 1912, historians have documented that both the Black homeowners and visitors to this neighborhood suffered intimidation, harassment, and discrimination on the basis of their race by Manhattan Beach government officials, the police department, and other white residents. These acts consisted of:
 - a. Unknown persons setting residences on fire and causing other forms of property damage;
 - b. Unknown persons letting out the air from tires of vehicles owned by Black visitors;
 - c. An adjacent property owner cordoning off property so as to force Black beachgoers to walk one-half mile from this neighborhood to access the ocean;
 - d. The City Council enacting ordinances sharply limiting the creation of new bathhouses and other visitor-serving facilities in direct response to the popularity of Bruce's Beach among the Black American community; and
 - e. The City endeavoring to privatize the beach by entering into a sham lease of the adjacent beach with a white property owner in order to exclude Black Americans, and then causing its police department to arrest Black Americans (and only Black Americans) who ventured onto the beach.
- D. The purpose of these racially motivated actions was to make Manhattan Beach

inhospitable to Black American residents and visitors. Manhattan Beach residents at the time are on record expressing concern over the effect a Black population in Manhattan Beach would have on property values.

- E. When the acts of intimidation and harassment prior to 1924 did not have the desired effect of excluding Black Americans from the community, white residents, including realtors and civic leaders, pressured and persuaded the City Council to exercise its power of eminent domain to acquire the land for use as a public park.
- F. The City condemned properties included those of Black property owners Willa and Charles A. Bruce, Major George Prioleau and Mrs. Ethel Prioleau, Elizabeth Patterson, Mary R. Sanders, Milton and Anna Johnson. Twenty-five other properties owned by White property owners were also condemned as part of the action.
- G. As a result of the racially motivated condemnation proceedings undertaken by the City, a flourishing Black American-owned business was closed and a burgeoning Black neighborhood was scattered. This action, together with the now illegal practices of red-lining and racially restrictive property covenants, contributed to a lack of diversity within the community.

Now, therefore be it resolved that the City of Manhattan Beach formally apologizes for:

- A. The City's racially motivated and discriminatory condemnation action to dispossess Willa and Charles A. Bruce, Major George and Mrs. Ethel Prioleau, Elizabeth Patterson, Mary R. Sanders, Milton and Anna Johnson, and all other property owners of their rightful property. The City directly apologizes to these former property owners for unjustly taking their property under false pretenses.
- B. The role that the City played by tolerating racial discrimination and harassment by City residents that went unpunished, causing terror and intimidation among the Black community.
- C. The role that the City played conspiring to exclude Black Americans from its beach and utilizing its police force to enforce such exclusion by way of unlawful and unconstitutional arrests and prosecutions.
- D. The role that the City played enacting facially neutral ordinances with the well-documented intention to discourage the expansion of Black owned commercial hospitality enterprises and to stymie the increasing popularity of the City as a recreation destination for Black Americans in the greater Los Angeles area.
- E. The City's overdue recognition of these events to the detriment of generations of Manhattan Beach residents.

The City Council hereby commits the City of Manhattan Beach to reject racism, hate, intolerance and exclusion. The Manhattan Beach of today is not the Manhattan Beach of one hundred years ago—our community and population is loving, tolerant and welcoming to all.

To that end, the City of Manhattan Beach unanimously adopted the Stand Up Inclusion Commitment on September 5, 2017, which states:

I commit to Stand Up against hate, prejudice, violence and bullying and STAND UP for respect and inclusion.

I will:

- Speak out when I hear someone being targeted because of their race, ethnicity, sexuality, gender, religion, ability, gender identity, or any other factor. If it is difficult to speak out, then I will stand next to the person who is being targeted and offer my support;
- Talk about how stereotypes, prejudice, discrimination, and exclusion make people feel and how they harm our society;
- Ask myself, “How do I want to be treated?” Before acting or speaking, I will consider the other person’s feelings and be kind, respectful and caring;
- Not allow a prejudiced slur to go either unchallenged or unreported. If I see something, I will say something;
- Denounce online hate, bullying, and discrimination, and report hurtful conduct whenever possible;
- Unite and engage with diverse communities and educate myself on how to be an effective friend and supporter;
- Protect my neighbors by being inclusive and building communities where everyone feels welcome.

We remain committed to these principles as a community, in deeds as well as words. We don’t seek to condemn or divide, rather, we seek understanding and healing. An apology can’t change the events of one hundred years ago, nor are today’s residents responsible for the past actions of others. However, we offer this apology as a foundational act for Manhattan Beach’s next one hundred years and the actions we will take together to Stand Up against prejudice and hate, and for respect and inclusion.



Agenda Date: 3/16/2021

TO:

Honorable Mayor and Members of the City Council

THROUGH:

Bruce Moe, City Manager

FROM:

Steve S. Charelian, Finance Director
Carrie Tai, Community Development Director

SUBJECT:

Conduct Public Hearing to Consider Coastal Development Permit Increasing Parking Meter Rates at Beach Parking Lots (Pier, 26th Street and El Porto) from \$2.00/Hour to \$2.50/Hour in the Appealable Coastal Zone (Finance Director Charelian).

a) CONDUCT PUBLIC HEARING

b) ADOPT RESOLUTION NO. 21-0025

RECOMMENDATION:

Staff recommends that after conducting a public hearing, the City Council adopt Resolution No. 21-0025 approving Coastal Development Permits to increase Parking Meter Rates at Beach Parking Lots (Pier, 26th Street and El Porto) from \$2.00/Hour to \$2.50/Hour in the Appealable Coastal Zone.

FISCAL IMPLICATIONS:

The recommended action of increasing the parking meter rates for the County and State beach lots from \$2.00 to \$2.50 per hour will result in an annual net increase of approximately \$334,000 to the County Parking Lots Fund with an allocation of 45 percent to the City and 55 percent to the County (per agreement), and approximately \$173,000 to the State Pier and Parking Lot Fund.

BACKGROUND:

On August 21, 2018, City Council approved increases for parking meter rates to \$1.75 per hour for on-street meters, \$1.50 per hour for City-owned lot meters, and \$2.00 per hour for County and State Beach lot meters. It has been 10 years since the City considered an increase to parking meter rates. During that time, expenditures have continued to rise, and the five-year projections included in the Fiscal Year 2018-2019 Budget indicated fund balances were unable

to support additional parking improvement projects through Fiscal Year 2022-2023.

On September 15, 2020, City Council approved increases for parking meter rates to \$2.00 per hour for on-street meters and City-owned parking lots. The increases were intended to offset revenue losses due to businesses using metered parking spaces to create outdoor dining areas. This alternate use of metered parking spaces resulted from emergency actions taken by the City Council during the COVID-19 pandemic.

DISCUSSION:

Staff recommends conducting a public hearing to increase hourly parking rates by \$0.50 for parking meters in Beach Parking Lots (Pier, 26th Street and El Porto) to \$2.50 per hour. Based on the recommended action, the estimated annual increase to revenue totals \$507,000. The County Parking Lots Fund is expected to increase by \$334,000, which will be allocated 45 percent (\$150,300) to the City and 55 percent (\$183,700) to the County. The State Pier and Parking Lot Fund is expected to increase by \$173,000 annually.

County Parking Lots

The County Parking Lots Fund is used to pay for the operation and maintenance of two parking lots owned by Los Angeles County that are leased to the City (26th Street and El Porto). Proceeds are split with the County at 45 percent to the City and 55 percent to the County. The 295 metered spaces within these lots are estimated to provide about \$1.3 million in gross annual revenue in FY 2020-2021. Budgeted expenditures in FY 2020-2021 include \$747,000 to support ongoing operational costs, including City staff time to maintain the lots and meters, maintenance supplies, and meter replacement supplies. The fund also contributed its proportional share of the cost to maintain the City's smart meter equipment.

During the past several years, the Department of Beaches and Harbors reported an average cost of \$1.7 million per year for the upkeep and maintenance of these lots (including Lifeguard services) and had requested additional funds from the City to help support their rising expenses. The proposed increase of \$0.50 per hour would provide the County an additional \$183,700 in revenue. The City's potential annual revenue increase is approximately \$150,300.

State Pier Lots

The State Pier and Parking Lot Fund pays for the operation and maintenance of the Manhattan Beach Pier and four adjacent parking lots. Within this area, there are 118 metered spaces that are estimated to provide approximately \$693,000 in revenue in FY 2020-2021. Budgeted expenditures for ongoing operational costs total approximately \$540,000. The fund balance has steadily declined due to one-time costs incurred in recent years during the upgrade of the City's smart parking meter equipment, improvements to the Pier and Comfort Station, and the Roundhouse Aquarium design services.

These properties are owned by the State but controlled by the City through an operating agreement. The agreement stipulates that proceeds must be used for the Pier area only, and the pricing may be regulated by the City at its discretion with approval of the Coastal Commission. Unless mitigated through increased meter rates, the projected deficit balance will continue to increase with general inflation.

The City Council recently approved the design alternative for the Pier Railing Replacement Project. An additional \$1,650,000 will be allocated in FY 2021-2022 for construction of the

project. Since the Pier Fund has an insufficient fund balance to accommodate the \$1.65 million project, the project's funding plan included a temporary loan of \$550,000 from the Parking Fund to expedite the project.

Staff conducted a survey of local southern California cities to evaluate comparable rates and determined that the proposed increase will make the price to park in Manhattan Beach comparable with other local cities. The cities surveyed were Redondo Beach, Torrance, El Segundo, Newport Beach, Santa Monica, Huntington Beach, Laguna Beach, Long Beach, Newport Beach, Malibu, Oceanside, Del Mar and Santa Barbara. The price points for parking in prime areas among these municipalities is between \$2.00 per hour and up to \$7.00 per hour in beach lots in peak hours.

CONCLUSION:

It is recommended that the City increase Parking Meter Rates in the Beach Parking Lots (Pier, 26th Street and El Porto) from \$2.00 per hour to \$2.50 per hour in the Appealable Coastal Zone.

PUBLIC OUTREACH:

Notices for Public Hearing were posted in accordance with legal requirements on March 4, 2021.

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 this report and determined that no additional legal analysis is necessary.

ATTACHMENTS:

1. Resolution No. 21-0025
2. Coastal Development Permit Application (Appealable Area)
3. Notice of Public Hearing
4. Parking Meter Zones Map

RESOLUTION NO. 21-0025

RESOLUTION OF THE MANHATTAN BEACH CITY COUNCIL
APPROVING A COASTAL DEVELOPMENT PERMIT TO INCREASE
BEACH PUBLIC PARKING LOT RATES BY FIFTY CENTS WITHIN THE
APPEALABLE PORTION OF THE CITY'S COASTAL ZONE - CA 20-15
(CITY OF MANHATTAN BEACH)

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

SECTION 1. The City of Manhattan Beach ("Applicant") has proposed increasing public parking meter rates by fifty cents per hour (the "proposed parking rate increase" or "proposal") in Upper and Lower Pier (Manhattan Beach Boulevard/Ocean Drive and The Strand), El Porto (45th Street and The Strand), and Bruce's Beach (26th Street/Ocean Drive) within the Manhattan Beach Coastal Zone. If approved, metered parking will cost \$2.50 per hour. In accordance with the Manhattan Beach Local Coastal Program (LCP), a rate increase requires a coastal development permit (CDP). All of the subject parking meter locations are located within the area of the Coastal Zone known as the "appealable area," which means that a decision to increase rates within such area can be appealed to the California Coastal Commission.

SECTION 2. The proposal is exempt from the requirements of the California Environmental Quality Act (CEQA) because increasing parking rates has no potential for having a significant effect on the environment, per CEQA Guidelines Section 15061(b)(3). Further, the proposal will neither individually nor cumulatively have an adverse effect on wildlife resources, as defined in Fish and Game Code Section 711.2.

SECTION 3. The City Council conducted a duly noticed public hearing to consider the proposed increase to parking rates on April 6, 2021. Evidence, both written and oral, was presented to the Council. All persons wishing to address the Council regarding the proposal before and during the hearing were provided an opportunity to do so in full compliance with the Brown Act, as modified by Governor Gavin Newsom's Executive Order N-29-20 for public hearings occurring during the COVID-19 emergency.

SECTION 4. The record of the public hearing indicates:

- A. The parking spaces are located within the City's Area Districts III & IV, and are located in areas zoned Commercial, Open Space, and Public and Semi-public. The zoning of the spaces is consistent with the respective General Plan designations for each space.
- B. The City recently conducted a parking meter rate survey which indicates that the proposed rates are consistent with, or comparable to, the rates in other beach communities.
- C. Evidence was presented that the proposal is consistent with the General Plan Goals and Policies, as well as the Manhattan Beach Local Coastal Program (LCP).
- D. LCP Section A.96.150 contains coastal access policies, concerning access, transit and parking. Evidence was presented that the proposal does not affect such policies.

SECTION 5. Based upon substantial evidence in the record of the public hearing, and pursuant to LCP Section A.96.150 and other applicable law, the City Council hereby finds:

- A. The proposal is consistent with the City's General Plan because an increase in metered parking rates does not change any zoning or uses and does not have any impact upon the goals and objectives of the General Plan.
- B. The proposal conforms with the City's certified LCP, because the proposal is consistent with all applicable LCP policies and does not affect the City's existing consistency with the following policies of Chapter 4 of the LCP:

COASTAL ACCESS POLICIES

A. Access Policies

Policy I.A.2: The City shall encourage, maintain, and implement safe and efficient traffic flow patterns to permit sufficient beach and parking access.

Policy I.A.3: The City shall preserve pedestrian access systems including the Spider Web park concept (Spider Web park concept: a linear park system linking the Santa Fe railroad right-of-way jogging trail to the beach with a network of walk streets and public open spaces. See Figure NR-1 of the General Plan).

Policy I.A.4: The City shall maintain the use of commercial alleys as secondary pedestrian access ways.

B. Transit Policies

Policy I.B.4: The City shall maintain the use of the Santa Fe right-of-way as a non-automobile transportation corridor between the northern city boundary and the intersection of Valley-Ardmore and Manhattan Beach Boulevard, as the closest link to the commercial business district and beach use.

Policy I.B.5: The City shall maintain a pathway to facilitate jogging and pedestrian usage along the Santa Fe right-of-way.

Policy I.B.7: The City shall provide adequate signing and directional aids so that beach goers can be directed toward available parking.

C. Parking Policies

Policy I.C.2: The City shall maximize the opportunities for using available parking for weekend beach use.

Policy I.C.3: The City shall encourage additional off-street parking to be concentrated for efficiency relative to the parking and traffic system.

Policy I.C.10: Concentrate new parking in the Downtown Commercial District to facilitate joint use opportunities (office and weekend beach parking uses).

Policy I.C.11: Maintain the existing public parking system in the vicinity of Valley/Ardmore/Manhattan Beach Boulevard to provide parking out of the downtown area.

Policy I.C.15: Continue management of existing parking facilities through enforcement to improve efficiency by keeping on-street spaces available for short-term users and encouraging the long-term parkers to use off-street parking lots.

Policy I.C.16: Improve information management of the off-street parking system through improved signing, graphics and public information and maps.

II. COASTAL LOCATING AND PLANNING NEW DEVELOPMENT POLICIES

A. Commercial Development

Policy II.A.6: Encourage development of adequate parking facilities for future development through ground level on-site parking or a requirement to pay the actual cost of constructing sufficient parking spaces. Maximize use of existing parking facilities to meet the needs of commercial uses and coastal access.

SECTION 6. The Manhattan Beach City Council hereby APPROVES the subject Coastal Development Permit subject to the following conditions:

1. The approval herein is for a maximum increase of fifty cents per hour. Any proposed increase beyond fifty cents requires a new application for a Coastal Development Permit.
2. This Coastal Development Permit may be reviewed by the Community Development Department at any time in the future for the purpose of determining whether the increase has any adverse impact upon access to the coast.

SECTION 7. This Resolution, upon its effectiveness, constitutes the Coastal Development Permit for the subject parking meter rate increase. The proposed increase shall become effective after expiration of the time limits established by the Manhattan Beach Municipal Code and LCP.

SECTION 8. The City Clerk shall certify to the adoption of this resolution.

ADOPTED on March 16, 2021.

AYES:
NOES:
ABSENT:
ABSTAIN:

SUZANNE HADLEY
Mayor

ATTEST:

LIZA TAMURA
City Clerk



MASTER APPLICATION FORM

CITY OF MANHATTAN BEACH
COMMUNITY DEVELOPMENT DEPARTMENT

| |
|------------------------|
| <u>Office Use Only</u> |
| Date Submitted: |
| Received By: |
| F&G Check Submitted: |

City of Manhattan Beach Coastal Zone in the Appealable Area

Project Address

Legal Description

Various (comm. open space, public, semi public, residential)

CA 08-33

III & IV

General Plan Designation

Zoning Designation

Area District

For projects requiring a Coastal Development Permit, select one of the following determinations¹:

Project located in Appeal Jurisdiction

Project not located in Appeal Jurisdiction

Major Development (Public Hearing required)

Public Hearing Required (due to UP, Var, ME, etc.)

Minor Development (Public Hearing, if requested)

No Public Hearing Required

Submitted Application (check all that apply)

| | | | |
|--|-----------------|---|---------------|
| <input type="checkbox"/> Appeal to PC/PPIC/BBA/CC | 4225 | <input type="checkbox"/> Use Permit (Residential) | 4330 |
| <input checked="" type="checkbox"/> Coastal Development Permit | 4341 \$1,940.00 | <input type="checkbox"/> Use Permit (Commercial) | 4330 |
| <input type="checkbox"/> Continuance | 4343 | <input type="checkbox"/> Use Permit Amendment | 4332 |
| <input type="checkbox"/> Cultural Landmark | 4336 | <input type="checkbox"/> Variance | 4331 |
| <input type="checkbox"/> Environmental Assessment | 4225 | <input type="checkbox"/> Park/Rec Quimby Fee | 4425 |
| <input type="checkbox"/> Minor Exception | 4333 | <input type="checkbox"/> Pre-application meeting | 4425 |
| <input type="checkbox"/> Subdivision (Map Deposit) | 4300 | <input type="checkbox"/> Public Hearing Notice | 4339 \$182.00 |
| <input type="checkbox"/> Subdivision (Tentative Map) | 4334 | <input type="checkbox"/> Lot Merger/Adjust./\$15 rec. | 4225 |
| <input type="checkbox"/> Subdivision (Final) | 4334 | <input type="checkbox"/> Zoning Business Review | 4337 |
| <input type="checkbox"/> Subdivision (Lot Line Adjust.) | 4335 | <input type="checkbox"/> Zoning Report | 4340 |
| <input type="checkbox"/> Telecom (New or Renewed) | 4338 | <input type="checkbox"/> Other | |

Fee Summary: (See fees on reverse side)

Total Amount: \$ 2,122.00 (less Pre-Application Fee if applied within past 3 months)

Receipt Number: _____ Date Paid: _____ Cashier: _____

Applicant(s)/Appellant(s) Information

City of Manhattan Beach

Name

1400 Highland Avenue, Manhattan Beach, CA 90266

Mailing Address

OWNER/ MUNICIPAL GOVERNMENT

Applicant(s)/Appellant(s) Relationship to Property

STEVE CHARELIAN, FINANCE DIRECTOR

310-802-5552/SCHARELIAN@CITYMB.INFO

Contact Person (include relation to applicant/appellant)

Phone number / email

1400 HIGHLAND AVENUE, MANHATTAN BEACH, CA 0266

Address

310-802-5552/SCHARELIAN@CITYMB.INFO

Applicant(s)/Appellant(s) Signature

Phone number / email

Complete Project Description- including any demolition (attach additional pages as necessary)

APPLICATION TO COASTAL COMMISSONER FOR PERMISSION TO INCREASE PARKING METER RATES IN THE APPEALABLE ZONE OF THE CITY OF MANHATTAN BEACH. SPECIFICALLY BEACH PARKING LOTS (PIER, 26TH STREET AND EL PORTO) WILL INCREASE FROM \$2.00/HR TO \$2.50/HR.

¹ An Application for a Coastal Development Permit shall be made prior to, or concurrent with, an application for any other permit or approvals required for the project by the City of Manhattan Beach Municipal Code. (Continued on reverse) ◆

OWNER'S AFFIDAVIT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF CALIFORNIA
 COUNTY OF LOS ANGELES

I/We CITY OF MANHATTAN BEACH being duly sworn, depose and say that I am/we are the owner(s) of the property involved in this application and that the foregoing statements and answers herein contained and the information herewith submitted are in all respects true and correct to the best of my/our knowledge and belief(s).

Signature of Property Owner(s) – (Not Owner in Escrow or Lessee)
BRUCE MOE - CITY MANAGER, CITY OF MANHATTAN BEACH

Print Name
1400 HIGHLAND AVE., MANHATTAN BEACH, CA 90266

Mailing Address
310-802-5053/BMOE@CITYMB.INFO

Telephone/email
 Subscribed and sworn to (or affirmed) before me this _____ day of _____, 20____

by _____, proved to me on the basis of satisfactory evidence to be the person(s) who appeared before me.

Signature _____
Notary Public

SEAL

Fee Schedule Summary

Below are the fees typically associated with the corresponding applications. Additional fees not shown on this sheet may apply – refer to current City Fee Resolution (contact the Planning Division for assistance.) Fees are subject to annual adjustment.

Submitted Application (circle applicable fees, apply total to Fee Summary on application)

| | |
|---|----------|
| <i>Coastal Development Permit</i> | |
| Public hearing – no other discretionary approval required: | \$ 3,948 |
| Public hearing – other discretionary approvals required: | 1,940 |
| No public hearing required – administrative: | 1,509 |
| Transfer: | 155 |
| <i>Use Permit</i> | |
| Use Permit: | \$ 8,393 |
| Master Use Permit: | 10,908 |
| Master Use Permit Amendment: | 7,414 |
| Master Use Permit Conversion: | 5,035 |
| <i>Variance</i> | |
| Filing Fee: | \$ 8,421 |
| <i>Minor Exception</i> | |
| Without notice: | \$ 353 |
| With notice: | 1,575 |
| <i>Subdivision</i> | |
| Certificate of Compliance: | \$ 1,652 |
| Final Parcel Map + mapping deposit: | 601 |
| Final Tract Map + mapping deposit: | 601 |
| Mapping Deposit (paid with Final Map application): | 500 |
| Merger of Parcels or Lot Line Adjustment: | 1,184 |
| Quimby (Parks & Recreation) fee (per unit/lot): | 1,817 |
| Tentative Parcel Map (4 or less lots / units) No Public Hearing: | 1,397 |
| Tentative Parcel Map (4 or less lots / units) Public Hearing: | 3,546 |
| Tentative Tract Map (5 or more lots / units) No Public Hearing: | 4,074 |
| <i>Environmental Review (contact Planning Division for applicable fee)</i> | |
| Environmental Assessment (no Initial Study prepared): | \$ 215 |
| Environmental Assessment (if Initial Study is prepared): | 3,133 |
| <i>Public Hearing Notice applies to all projects with public hearings and covers the City's costs of envelopes, postage and handling the mailing of public notices. Add this to filing fees above, as applicable:</i> | |
| Coastal Permit – 100 ft. Radius | \$ 182 |
| Large Family Daycare – 100 ft. Radius | 56 |
| Minor Exception – 300 ft. Radius | 129 |
| Other Permits – 300 to 500 ft. Radius | 263 |
| Code, General Plan, Zoning Amendments | 588 |

RB COUNCIL / from 1

thousand votes potentially outstanding, because ballots have until Friday to arrive, as long as they were post-marked by election day.

Here's a breakdown of the races.

District 1

Nehrenheim had about 65% of the vote compared to his opponent and Redondo Beach school board member Brad Waller, who had 35%

District 1 covers the southernmost part of Redondo Beach, where the Esplanade is, bordered by the Palos Verdes Peninsula.

Nehrenheim, a 43-year-old small-business owner and county lifeguard, has lived in South Redondo Beach for 14 years. He spearheaded the garden parklet program in the Riviera Village to support businesses during the pandemic, Nehrenheim said, and he plans to lobby the Coastal Commission to make those outdoor dining areas permanent.

Waller, 57, has lived in the city for more than 34 years and is currently a Redondo Beach Unified school board

member. He also runs a mobile app and website development company in the city's Riviera Village. He said the city needs to support and retain local businesses by improving the waterfront, which would increase sales tax and transient occupancy tax revenue, which could then create pension funds.

District 2

In this district, two challengers — Erika Snow Robinson, Paul David Moses — campaigned to topple Loewenstein.

But Loewenstein had 69% of the vote. Robinson had 22% and Moses had about 9%

District 2 is home to Redondo Beach's pier and King Harbor Marina, as well as Redondo Union High School.

Loewenstein, 54, has lived in District 2 for 14 of his 22 years in Redondo Beach. He works in sales and development for African internet provider AFR-IX Telecom.

Moses, a 55-year-old property manager, has lived in District 2 for 24 of his 30 years in Redondo Beach. He helped create the city's public art ordinance and commission and in 2016 was appointed to the city's General Plan Update Committee. Moses said his top priority would be economic recovery from the coronavirus pandemic.

Robinson, 50, is an artist who also leads a Long Beach real estate firm. She's lived in Redondo Beach's District 2 since 2003. She said she plans to build a business-friendly reputation for the city and make sure Redondo Beach can afford to keep city services local.



District 4

Gran was leading his District 4 opponent, Zein Obagi Jr., 54% to about 46%. Obagi is an employment attorney who moved to District 4 in 2018.

District 4 covers the smallest area of the city's districts, containing the South Bay Galleria mall; it is bordered by Artesia Boulevard to the north and Hawthorne Boulevard to the east.

Gran said he is looking to continue his efforts to turn Artesia Boulevard into a "living street," extending the city's bike paths and introduce recycled water.

Obagi, meanwhile, said he wants to work to draw more businesses to North Redondo Beach and bring a consistent, pedestrian friendly vibe to Pacific Coast Highway and Artesia and Aviation boulevards.

| LEGALS • LEGALS • LEGALS • LEGALS | |
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| PUBLIC NOTICE | PUBLIC NOTICE |
| <div style="text-align: center;">  <p>NOTICE OF A PUBLIC HEARING BEFORE THE CITY COUNCIL OF THE CITY OF MANHATTAN BEACH TO CONSIDER AN APPLICATION FOR A COASTAL DEVELOPMENT PERMIT AUTHORIZING INCREASED FEES FOR THREE PUBLIC PARKING LOTS</p> </div> <p>A public hearing will be held before the City Council to consider an application for a Coastal Development Permit authorizing increased fees for public parking, for the Pier, El Porto, and Bruce's Beach parking lots located within the appeal jurisdiction of the Coastal Zone.</p> <p>Applicant: City of Manhattan Beach</p> <p>Project File Number: CA 20-15</p> <p>Project Location: The following parking lot locations in the City of Manhattan Beach: Upper and Lower Pier (Manhattan Beach Boulevard / Ocean Drive and The Strand), El Porto (45th Street and The Strand), and Bruce's Beach (26th Street / Ocean Drive)</p> <p>Project Description: Increasing fees from \$2 to \$2.50 per hour for paid public parking in beach parking lots.</p> <p>Environmental Determination: Exempt pursuant to Sec. 21080(b)(8) of the California Environmental Quality Act (CEQA), in that the project is a proposed change in City parking fees to obtain funding for on-going operational and capital needs.</p> <p>Project Planner: Eric Haaland, Associate Planner (310) 802-5511, ehaaland@citymb.info Mailing Address: 1400 Highland Avenue, Manhattan Beach, CA 90266</p> <p>Public Hearing Date: Tuesday, March 16, 2021 Time: 6:00 p.m. Location: Conducted via Zoom; instructions on registering for the hearing will be included in the City Council meeting agenda that will be posted on the City's website (http://www.citymb.info) on or before 5:30 p.m., Wednesday, March 10, 2021. If you want written material to be included in the agenda, please submit such material prior to Tuesday, March 9, 2021.</p> <p>Public Comments: Pursuant to Governor Newsom's Executive Order Nos. N-25-20 and N-29-20, City Council Chambers are not open to the public. In the interest of maintaining appropriate social distancing, the City Council encourages the public to participate by submitting comments in advance of the meeting, no later than 2:00 PM, March 16, 2021, via: 1) eComment at www.citymb.info/eComment; 2) email to cityclerk@citymb.info; or 3) telephone message recorded at (310) 802-5030. All of your comments provided by the deadlines above will be available to the Council and the public prior to the public hearing. In addition, you may register to participate by Zoom in accordance with the instructions that will be provided on the posted agenda.</p> <p><i>If you challenge the Council's decision in Court, you may be limited to raising only those issues you or someone else raised in written correspondence submitted prior to the deadlines indicated above or in testimony at the public hearing.</i></p> <p>Further Information: For further information, see www.citymb.info/odplans, or contact Steve Charelian (310) 802-5553 scharelian@citymb.info, or project planner. A Staff Report will be available for public review on March 11, 2021, after 5 p.m., on the City website at http://www.citymb.info/city-officials/city-council/city-council-meetings-agendas-and-minutes</p> <p>Appeals: The City Council's decision is appealable to the California Coastal Commission with forms and procedures provided by that agency.</p> <p>LIZA TAMURA City Clerk</p> <p>Mail: March 2, 2021 Publish: March 4, 2021 – Beach Reporter</p> <p style="text-align: center;">Published as The Beach Reporter No. 8550, March 4, 2021</p> | <div style="text-align: center;">  <p>NOTICE OF PUBLIC HEARING BEFORE THE PLANNING COMMISSION</p> </div> <p>NOTICE IS HEREBY GIVEN THAT A PUBLIC HEARING WILL BE HELD BEFORE THE PLANNING COMMISSION OF THE CITY OF REDONDO BEACH ON THE FOLLOWING MATTER. ANY AND ALL INTERESTED PERSONS MAY APPEAR AND BE HEARD.</p> <p>SUBJECT OF THE HEARING: Consideration of an appeal of the Administrative Design Review decision denying the request to construct an accessory structure attached to the main home within the rear setback of the rear unit of an existing 2-unit residential condominium development on property located within a Low-Density Multiple-Family Residential (R-2) zone.</p> <p>LOCATION OF REQUEST: 2015 Speyer Lane Unit B, Redondo Beach. (Legal description on file)</p> <p>PUBLIC HEARING: The public hearing on this matter will take place before the Planning Commission on Thursday, March 18th, 2021 at 7:00 p.m., or as soon thereafter as possible, by Virtual Meeting pursuant to Executive Orders N-29-20 and N-63-20 issued by Governor Newsom. The meeting will be broadcast live through Spectrum Channel 8 and Frontier Communications Channel 41 and also livestreamed on the City's website at www.redondo.org/RBTV and YouTube at https://www.youtube.com/c/CityofRedondoBeachIT.</p> <p>PUBLIC COMMENT: There will be two options for public testimony during the meeting: (1) Interested persons may submit a written eComment through the City's agenda webpage at https://redondo.legistar.com/Calendar.aspx. Specific instructions for eComment will be provided on the agenda cover page when it is released at least 72 hours prior to the public hearing. eComments will be read out loud by City staff during the public hearing and are limited to 3 minutes in length. Only one eComment per person. (2) Oral public testimony can be provided live by joining the virtual meeting by computer or phone-in. Specific instructions for joining live will be provided on the agenda cover page when it is released at least 72 hours prior to the public hearing. Each speaker can speak only once and speakers are limited to 3 minutes.</p> <p>A person may either comment live or submit an eComment, but cannot do both.</p> <p>For those that cannot participate during the public hearing, written comments for the Planning Commission on this matter may be submitted by email to PlanningRedondo@redondo.org. Written comments will be accepted up to 3:00 p.m. the day of the public hearing, March 18, 2021, to allow time for distribution to the Planning Commission as a Blue Folder item.</p> <p>ADDITIONAL INFORMATION: City Offices are closed to the public to help slow the spread of COVID-19. Questions related to this matter may be submitted by email to PlanningRedondo@redondo.org. A staff member will provide assistance.</p> <p>The agenda packet with the administrative report and materials related to this matter will be available for review at least 72 hours prior to the public hearing, pursuant to State Law and local ordinance, on the City of Redondo Beach website https://redondo.legistar.com/Calendar.aspx. Select the March 18th, 2021 Planning Commission meeting.</p> <p>If you challenge this matter in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to the Planning Commission at, or prior to, the public hearing.</p> <p style="text-align: right;">CITY OF REDONDO BEACH, CALIFORNIA Eleanor Manzano City Clerk of the City of Redondo Beach</p> <p>PUBLISH: MARCH 4, 2021 (BEACH REPORTER)</p> <p style="text-align: center;">Published as The Beach Reporter No. 8551, March 4, 2021</p> |
| <p>PROJECT DESCRIPTION: BID #2020-18 STUDENT SERVICES & BOOKSTORE CAFÉ PROJECTS</p> <p>DUE DATE/TIME FOR SUBMITTAL OF BID PROPOSALS: APRIL 1, 2021 4:00 PM (PDT)</p> <p>Bid Announcement: 3/04/2021 Pre-Bid Conference: 3/11/2021 (Refer to Planet Bids for Updates) Mandatory Jobwalk: 3/11/2021 (RSVP for Time Slots & Confirmation by Email) RFI Questions Due: 3/18/2021 at 4:00 PM PDT Release of Addendum 1: 3/25/2021 at 4:00 PM PDT Bids Due: 4/01/2021 at 4:00 PM PDT BOARD APPROVAL DATE: 4/19/2021</p> <p>BID AND CONTRACT DOCUMENTS AVAILABLE AT: EL CAMINO COMMUNITY COLLEGE PLANET BIDS WEBSITE URL:https://www.planetbids.com/portal/portal.cfm?CompanyID=41631</p> <p>NOTICE IS HEREBY GIVEN that the El Camino Community College District (District), acting by and through its Board of Trustees, will receive up to, but not later than the above-stated date and time, sealed Bid Proposals for the Contract for the Work generally described as: BID #2020-18 STUDENT SERVICES & BOOKSTORE CAFÉ PROJECTS</p> <p>1. Submittal of Bid Proposals. Registration on Planet Bids is required. All Bid Proposals must be submitted on online forms furnished by the District on PlanetBids prior to the DUE DATE/TIME for submittal of Bid Proposals. The Bid Proposal forms shall not be modified or altered by the bidder and is subject to disqualification by the District.</p> <p>2. Waiver of Irregularities: The District reserves the right to reject any or all Bid Proposals or to waive any irregularities or informalities in any Bid Proposal or in the bidding.</p> <p>3. Award of Contract: The Contract for the Purchase, if awarded, will be by action of the District's Board of Trustees to the responsible Bidder submitting the best responsive and responsible Bid Proposal.</p> <p>By: Michael O. Pascual, Director of Purchasing & Risk Management</p> <p>Newspaper Advertisement Dates: 3/04/2021 and 3/11/2021</p> <p style="text-align: center;">Published as The Beach Reporter No. 8552, March 4, 11, 2021</p> | <p>PROJECT DESCRIPTION: BID #2020-19 CAMPUS POLICE GENERATOR (INSTALL ONLY) BID #2020-20 LIBRARY GENERATOR (SUPPLY AND INSTALL)</p> <p>DUE DATE/TIME FOR SUBMITTAL OF BID PROPOSALS: MARCH 31, 2021 3:00 PM (PDT)</p> <p>Bid Announcement: 3/04/2021 Pre-Bid Conference: 3/10/2021 9:00 AM PST (Refer to Planet Bids for Info.) Mandatory Jobwalk: 3/10/2021 (RSVP for Time Slots & Confirmation by Email) RFI Questions Due: 3/17/2021 at 3:00 PM PDT Release of Addendum 1: 3/24/2021 at 3:00 PM PDT Bids Due: 3/31/2021 at 3:00 PM PDT BOARD APPROVAL DATE: 4/19/2021</p> <p>BID AND CONTRACT DOCUMENTS AVAILABLE AT: EL CAMINO COMMUNITY COLLEGE PLANET BIDS WEBSITE URL:https://www.planetbids.com/portal/portal.cfm?CompanyID=41631</p> <p>NOTICE IS HEREBY GIVEN that the El Camino Community College District (District), acting by and through its Board of Trustees, will receive up to, but not later than the above-stated date and time, sealed Bid Proposals for the Contract for the Work generally described as: BID #2020-19 CAMPUS POLICE GENERATOR (INSTALL ONLY) and #2020-20 LIBRARY GENERATOR (SUPPLY AND INSTALL)</p> <p>1. Submittal of Bid Proposals. Registration on Planet Bids is required. All Bid Proposals must be submitted on online forms furnished by the District on PlanetBids prior to the DUE DATE/TIME for submittal of Bid Proposals. The Bid Proposal forms shall not be modified or altered by the bidder and is subject to disqualification by the District.</p> <p>2. Waiver of Irregularities: The District reserves the right to reject any or all Bid Proposals or to waive any irregularities or informalities in any Bid Proposal or in the bidding.</p> <p>3. Award of Contract: The Contract for the Purchase, if awarded, will be by action of the District's Board of Trustees to the responsible Bidder submitting the best responsive and responsible Bid Proposal.</p> <p>By: Michael O. Pascual, Director of Purchasing & Risk Management</p> <p>Newspaper Advertisement Dates: 3/04/2021 and 3/11/2021</p> <p style="text-align: center;">Published as The Beach Reporter No. 8553, March 4, 11, 2021</p> |

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CITY OF MANHATTAN BEACH



Agenda Date: 3/16/2021

TO:

Honorable Mayor and Members of the City Council

THROUGH:

Bruce Moe, City Manager

FROM:

George Gabriel, Senior Management Analyst

SUBJECT:

Consider Request by Mayor Hadley and Mayor Pro Tem Stern to Explore the Use of Homeless Court Services and Funding Sources for Homeless Services (City Manager Moe).

DISCUSS AND PROVIDE DIRECTION

RECOMMENDATION:

Staff recommends that the City Council discuss and provide direction regarding the request by Mayor Hadley and Mayor Pro Tem Stern discuss exploring the use of homeless court services and funding sources for homeless services at a future City Council meeting.

FISCAL IMPLICATIONS:

There are no fiscal implications associated with the recommended action. However, should the City Council direct staff to analyze the request, staff time and resources may be expended to accommodate the request.

BACKGROUND:

Pursuant to the Brown Act, the City Council cannot discuss items not on an agenda unless under limited circumstances. The City Council has developed a process to allow individual Councilmembers to request, with the support of another Councilmember, that items be placed on a future agenda for City Council discussion. At that future meeting, the item is identified on the agenda in full compliance with the Brown Act. Discussion allows an opportunity to the public to provide input and the City Council, as a body, to decide whether City resources (staff time, etc.) should be incurred to present a more comprehensive report at a third City Council meeting.

Accordingly, individual Councilmembers can initiate future agenda items by following the following three-step process:

STEP ONE:

During “Future Agenda Items,” a Councilmember may request that an item be placed on the agenda. If another Councilmember concurs with placing the item on the agenda, the item is placed on a future agenda. Mayor Hadley and Mayor Pro Tem Stern initiated this process at the March 2, 2021 City Council meeting.

STEP TWO:

The item was placed on the agenda at the section titled, “City Council Requests and Reports Including AB 1234 Reports” at the end of the agenda with this report. After discussion, the City Council has the following options:

- a) Receive and File the report.
- b) Direct staff to perform the necessary work to prepare a more comprehensive staff report and schedule the item for a future City Council meeting.
- c) Continue the item to a future date.

STEP THREE:

If City Council chooses option b) in Step Two above, the item is placed on a future City Council meeting agenda for action.

DISCUSSION:

At the request of Mayor Hadley and Mayor Pro Tem Stern at the March 2, 2021, City Council meeting, staff has placed this item on the agenda for further discussion. As part of the request to explore homeless court, City Council also requested an analysis of potential funding sources for various homeless services.

Upon City Council consensus, staff will undertake efforts to research this topic and return to the City Council at a future meeting with more information. Additionally, City Council may provide staff direction on what the request entails.

CONCLUSION:

Staff recommends that the City Council discuss and provide direction regarding the request by Mayor Hadley and Mayor Pro Tem Stern discuss exploring the use of homeless court services and potential funding sources for various homeless services at a future City Council meeting.

LEGAL REVIEW:

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



Agenda Date: 3/16/2021

TO:

Honorable Mayor and Members of the City Council

THROUGH:

Bruce Moe, City Manager

FROM:

Carrie Tai, AICP, Community Development Director

SUBJECT:

Recent Planning Commission Quasi-Judicial Decisions:
Proposed Use Permit and Vesting Tentative Parcel Map No. 83261 for Three New Condominium Units at 1421 15th Street, and Adoption of an Environmental Determination in Accordance with the California Environmental Quality Act (1421 15th Street MB, LLC) (Community Development Director Tai).

INFORMATION ITEM ONLY

On March 10, 2021, the Planning Commission adopted a resolution conditionally approving the Use Permit and Vesting Tentative Parcel Map (5:0) with Conditions.

1. Proposed Use Permit and Vesting Tentative Parcel Map No. 83261 for Three New Condominium Units at 1421 15th Street, and Adoption of an Environmental Determination in Accordance with the California Environmental Quality Act (1421 15th Street MB, LLC)

On October 23, 2020, the Community Development Department received an application requesting a Use Permit and Vesting Tentative Parcel Map No. 83261 for a new three-unit residential condominium building located at 1421 15th Street. The site is a 7,293 square-foot lot and is zoned Residential Medium Density (RM), Area District II. The site is surrounded by multi-family residences to the north, south, and west and a school to the east. Whereas multi-family condominium development of up to two units would be permitted by right in the RM zoning district, Manhattan Beach Municipal Code (MBMC) Section 10.12.020 requires approval of a Use Permit for condominium developments with three or more units. A Vesting Tentative Parcel Map is also required per MBMC Chapter 11.24 to subdivide the property into three condominium ownership units.

The proposed structure includes a 6,379 square-foot, two-story building containing three attached condominium units ranging in size from 2,121.8 to 2,135.5 square feet. A driveway along the eastern portion of the site provides vehicular access to each condominium unit. Each condominium has an enclosed two-car garage with a guest parking stall at grade. The interior of each garage has a designated area for trash receptacles; the trash area does not obstruct the required parking spaces. There are a total of nine on-site parking spaces, including three guest spaces. Access to the first floor of each condominium unit is proposed from within the enclosed garage. The main entrance of each condominium unit is proposed on the first floor along the western portion of the site. The first floor of each unit contains a bedroom, bathroom, and laundry room. Each unit has a primary staircase adjacent to the main entrance that allows access to the second floor and mezzanine. The second floor of each unit includes two bedrooms, two bathrooms, living room, kitchen, and dining room. Each unit has access to a mezzanine, attic, and outdoor deck located within the middle section of the buildable envelope. The two units on the edges of the proposed structure share one common wall, whereas the middle unit shares two common walls. The rear yard is divided by a garden wall to create common open space for Units A and B. Unit C has private open area within the rear yard. No variances are being requested.

The applicant addressed questions from the Commission. Two speakers spoke during the public hearing. One public comment was an inquiry and the other comment was in support of the project. Prior the meeting, staff received two written comments from the public, expressing concerns and opposition of the project.

Link to the Planning Commission Staff Report:

https://cms6ftp.visioninternet.com/manhattanbeach/commissions/planning_commission/2021/20210310/20210310-3.pdf

Planning Commission quasi-judicial decisions can be called up for review by a Councilmember or appealed by any member of the public within 15 days of the decision (M.B.M.C. 10.100.020).