

**CITY OF MANHATTAN BEACH**

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

# AGENDA

## City Council Regular Meeting

### Regular Meeting

**Tuesday, April 6, 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

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#### **MISSION STATEMENT:**

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

**MANHATTAN BEACH'S CITY COUNCIL WELCOMES YOU!**

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

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

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

**CERTIFICATION OF MEETING NOTICE AND AGENDA POSTING**

*I, Liza Tamura, City Clerk of the City of Manhattan Beach, California, state under penalty of perjury that this notice/agenda was posted on Wednesday, March 31, 2021, on the City's Website and on the bulletin boards of City Hall, Joslyn Community Center and Manhattan Heights.*

**PLEASE NOTE THAT THE PUBLIC HEARING REGARDING THE PROPOSED MIXED USE HOTEL AND OFFICE BUILDING AT 600 S. SEPULVEDA BOULEVARD INITIALLY CONTINUED TO THIS COUNCIL MEETING HAS BEEN RESCHEDULED TO MAY 4, 2021.**

**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 Proclamation Declaring the Month of April 2021, as DMV/Donate Life Month. [21-0082](#)  
**PRESENT**  
  
**Attachments:** [Proclamation - DMV/Donate Life Month](#)
  
2. Presentation of a Proclamation Declaring the Month of April 2021, as Earth Month. [21-0077](#)  
**PRESENT**  
  
**Attachments:** [Proclamation - Earth Month](#)
  
3. Presentation of a Commendation to Lauren Mittleman for Obtaining the Girl's Scout Gold Award. [21-0111](#)  
**PRESENT**  
  
**Attachments:** [Commendation - Lauren Mittleman](#)

**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. CONTINUED GENERAL BUSINESS**

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

4. Consider Bruce's Beach Task Force Recommendation 1.4 (Resolution of Apology) and Alternative Options (CONTINUED FROM MARCH 16, 2021 CITY COUNCIL MEETING) (City Manager Moe). [21-0120](#)  
**DISCUSS AND CONSIDER TAKING ACTION**  
  
**Attachments:** [Bruce's Beach Task Force Resolution of Apology](#)  
[Councilmember Napolitano's Alternative Resolution of Apology](#)  
[Mayor Pro Tem Stern's Alternative Resolution](#)  
[Councilmember Franklin's Statement of Acknowledgment and Condemnation](#)

## G. 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, April 6, 2021 (the day of the meeting), via:

- 1) eComment at <http://www.citymb.info/ecomment>;
- 2) email to [cityclerk@citymb.info](mailto: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.

## H. COVID-19

5. City Manager Report on EOC (Emergency Operations Center) and Update on COVID-19 Response.
6. City Council to Consider Additional Measures to Address COVID-19.

**I. 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.*

7. This Item Contains the Minutes of the City Council Adjourned Regular Meeting of March 16, 2021 (City Clerk Tamura). [21-0075](#)

**APPROVE**

Attachments: [City Council Adjourned Regular Meeting Minutes of March 16, 2021](#)

8. Financial Reports: [21-0058](#)  
a) Schedule of Demands March 4, 2021, and March 18, 2021  
b) Investment Portfolio for the Month Ending February 28, 2021  
c) Month End Report for February 28, 2021  
(Finance Director Charelian).

**ACCEPT REPORTS AND DEMANDS**

Attachments: [Schedule of Demands for March 4, 2021 and March 18, 2021](#)  
[Investment Portfolio for the Month Ending February 28, 2021](#)  
[Month End Report for February 28, 2021](#)

9. Consideration of a Resolution Approving Salary Range and Benefits for the Newly Created Financial Services Manager Classification (Acting Human Resources Director Swofford). [21-0112](#)

**ADOPT RESOLUTION NO. 21-0026**

Attachments: [Resolution No. 21-0026](#)  
[Class Specification - Financial Services Manager](#)

10. Consider Ordering Plans, Specifications, Cost Estimates and Engineer's Report for Annual Street Lighting and Landscaping Assessments (Finance Director Charelian). [21-0047](#)

**ADOPT RESOLUTION NO. 21-0028**

Attachments: [Resolution No. 21-0028](#)

11. Consideration of a Purchase of One Budgeted Paint Truck from Roadline Products Inc. U.S.A. for \$139,516.14 for the Public Works Department (Finance Director Charelian). [21-0089](#)

**a) WAIVE FORMAL BIDDING****b) AUTHORIZE PURCHASE**

Attachments: [Single Source Letter - Roadline Products Inc. U.S.A.](#)

12. Consideration of a Resolution Awarding a Professional Services Agreement to DKS Associates for Engineering Design Services for the Manhattan Beach Advanced Traffic Signal (MBATS) System Project for a Not-to-Exceed Amount \$1,283,417 and Authorizing the City Manager to Execute the Agreement (Acting Public Works Director Tai). [21-0103](#)

**ADOPT RESOLUTION NO. 21-0029**

Attachments: [Resolution No. 21-0029](#)  
[Agreement - DKS Associates, Inc. USA](#)  
[Budget and Expenditures Summary](#)  
[MBATS Phase I & Phase II Location Map](#)

13. Consideration of: [21-0107](#)
- A. A Resolution Awarding a Construction Agreement to Bon Air Incorporated for the City Hall HVAC Improvements Project for \$1,017,000; Approving the Plans and Specifications for the Project; and Authorizing the City Manager to Approve Additional Work, if Necessary, for up to \$153,000;
  - B. A Resolution Approving an Inspection Services Agreement with TYR, Inc. in the Amount of \$110,000; and
  - C. A Resolution Approving Amendment No. 3 with Kitchell in the Amount of \$19,540 for Design Support Services During Construction (Acting Public Works Director Tai).

**ADOPT RESOLUTION NOS. 21-0030, 21-0031 AND 21-0032**

Attachments: [Resolution No. 21-0030](#)  
[Agreement - Bon Air Inc.](#)  
[Bid Proposal - Bon Air Inc.](#)  
[Resolution No. 21-0031](#)  
[Agreement - TYR, Inc.](#)  
[Resolution No. 21-0032](#)  
[Amendment No. 3 - Kitchell](#)  
[Agreement and Amendment Nos. 1 & 2 - Kitchell](#)  
[Existing Conditions Photos, Executive Summary, City Hall HVAC Improvements Final Report](#)  
[Plans and Specifications \(Web Link Provided\)](#)  
[Budget Expenditure Summary Report](#)

**J. ITEMS REMOVED FROM THE CONSENT CALENDAR**

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

**K. PUBLIC HEARINGS**

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

**L. GENERAL BUSINESS**

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

14. Presentation of the Draft 5-Year Capital Improvement Program (CIP) for Fiscal Year 2021-2022 Through Fiscal Year 2025-2026 (Acting Public Works Director Tai). [21-0091](#)  
**APPROVE**

**Attachments:** [Proposed 5-Year CIP Project List](#)  
[CIP Project Summary Sheets](#)  
[PowerPoint Presentation](#)

15. Report on City Hall Reopening Plan (Community Development Director Tai) [21-0119](#)  
**RECEIVE REPORT**

**Attachments:** [City Hall and City Facilities Reopening Plan](#)

16. Report on In-Person City Council Meetings (City Clerk Tamura and Information Technology Director Hackelman). [21-0121](#)  
a) **RECEIVE REPORT**  
b) **DISCUSS AND PROVIDE DIRECTION**

**Attachments:** [In-Person City Council Meeting Facility Comparison](#)

**M. 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.*

**N. FUTURE AGENDA ITEMS**

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

**O. CITY MANAGER REPORT****P. CITY ATTORNEY REPORT**

**Q. INFORMATIONAL ITEMS**

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

17. Recent Planning Commission Quasi-Judicial Decisions: [21-0116](#)

Approval of Coastal Development Permit and Use Permit to Allow the Expansion of an Existing Retail Sales Use, Resulting in a Retail Sales Use with 3,637 Square Feet of Sales Floor Area Located at 1113-1121 Manhattan Avenue; and Adoption of an Environmental Determination in Accordance with the California Environmental Quality Act (Skechers USA, Inc.) (Community Development Director Tai).

**INFORMATION ITEM ONLY**

18. Commission Minutes: [21-0126](#)

This Item Contains Minutes of the following City Commission Meetings:

- a) Parks and Recreation Commission Meeting Minutes of January 25, 2021 (Parks and Recreation Director Leyman)
- b) Cultural Arts Commission Meeting Minutes of February 1, 2021 (Parks and Recreation Director Leyman)
- c) Library Commission Meeting Minutes of February 8, 2021 (Parks and Recreation Director Leyman)
- d) Parks and Recreation Commission Meeting Minutes of February 22, 2021 (Parks and Recreation Director Leyman)
- e) Planning Commission Action Meeting Minutes of March 10, 2021 (Community Development Director Tai).

**INFORMATION ITEM ONLY**

**Attachments:** [Parks and Recreation Commission Meeting Minutes of January 25, 2021](#)  
[Cultural Arts Commission Meeting Minutes of February 1, 2021](#)  
[Library Commission Meeting Minutes of February 8, 2021](#)  
[Parks and Recreation Commission Meeting Minutes of February 22, 2021](#)  
[Planning Commission Action Meeting Minutes of March 10, 2021](#)

**R. CLOSED SESSION****S. ADJOURNMENT**



## T. FUTURE MEETINGS

### CITY COUNCIL MEETINGS

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 24, 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

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

## U. 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