

**CITY OF MANHATTAN BEACH**

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

# AGENDA

## City Council Regular Meeting

### Regular Meeting

**Tuesday, March 15, 2022**

**6:00 PM**

**Zoom Meeting**



#### **ELECTED OFFICIALS**

**Mayor** Hildy Stern

**Mayor Pro Tem** Steve Napolitano

**Councilmember** Richard Montgomery

**Councilmember** Joe Franklin

**Councilmember** Suzanne Hadley

**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

**Fire Chief** Michael Lang

**Human Resources Director** Lisa Jenkins

**Information Technology Director** Terry Hackelman

**Parks and Recreation Director** Mark Leyman

**Interim Police Chief** Derrick Abell

**Public Works Director** Erick Lee

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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!

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

*The City continues to offer an opportunity to participate in Council meetings via Zoom. 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 15, 2022** (the day of the meeting), via:*

- 1) eComment at <http://www.manhattanbeach.gov/ecomment>
- 2) email to [cityclerk@manhattanbeach.gov](mailto:cityclerk@manhattanbeach.gov) 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. Instructions are provided on item G (Public Comments).*

*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.manhattanbeach.gov](http://www.manhattanbeach.gov), 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 9, 2022, 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 Certificates of Recognition in Honor of Mayor Stern's Kindness Initiative to Janet Jones, Carter Jones, and Evan Jones for Co-Founding the "Single Mom Project", A Non-Profit Organization in Partnership With the Richstone Family Center  
**PRESENT**

[22-0070](#)

**Attachments:** [Kindness Initiative - Janet Jones, Carter Jones, and Evan Jones](#)

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

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

## G. PUBLIC COMMENTS (3 MINUTES PER PERSON)

Speakers may provide public comments on any matter that is within the subject matter jurisdiction of the City Council, including items on the agenda. The Mayor may determine whether an item is within the subject matter jurisdiction of the City Council. While all comments are welcome, the Brown Act does not allow City Council to take action on any item not on the agenda.

The City Council encourages the public to participate by submitting comments in advance of the meeting, no later than **5:30 PM, March 15, 2022** (the day of the meeting), via:

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

### NOON PUBLIC PARTICIPATION

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>, even when submitting this request you will need to use the "raise hand" feature via Zoom during the presentation of that Agenda Item in order to confirm with the City Clerk's Office that you wish to provide comments.

- 1) Join Zoom Meeting via the internet:

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 Agenda Item is being presented for City Council consideration.

- 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 to "raise your hand" at the time the Agenda Item is being presented for City Council consideration.

Please note, the City is not responsible for the public's use of Zoom as it relates to the software, configuration, and setting on a personal device. The public is encouraged to visit the Zoom website for information on use of this software. The City's use of Zoom is consistent with the platform features and functions as described on the Zoom.

## H. COVID-19

2. City Manager Update on COVID-19 Response.

## 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.*

3. City Council Minutes: [22-0134](#)  
This Item Contains the City Council Regular Meeting Minutes of March 1, 2022 (City Clerk Tamura).

**APPROVE**

**Attachments:** [City Council Regular Meeting Minutes of March 1, 2022](#)

4. Financial Reports: [22-0125](#)  
a) Schedule of Demands February 24, 2022  
b) Investment Portfolio for the Month Ending January 31, 2022  
c) Month End Report for January 31, 2022  
(Finance Director Charelian).

**ACCEPT REPORTS AND DEMANDS**

**Attachments:** [Schedule of Demands for February 24, 2022](#)  
[Investment Portfolio for the Month Ending January 31, 2022](#)  
[Month End Report for January 31, 2022](#)

5. Consideration of Resignations from Library Commissioner Siemak and Cultural Arts Student Commissioner Ryan, Declare Vacant Library Commission Member-At-Large Seat No. 3 (Siemak) and Cultural Arts Commission Student Representative Seat No. 6 (Ryan), and Defer Both Appointments Until the Annual Boards and Commissions Interview and Appointment Process (City Clerk Tamura). [22-0140](#)

**A) ACCEPT RESIGNATIONS**

**B) DECLARE VACANCIES**

**C) DEFER APPOINTMENTS**

**Attachments:** [Resignation Letter - Commissioner Siemak](#)

6. Ordinance Repealing Manhattan Beach Municipal Code Section 4.108 - Vehicle for Hire Franchise (Finance Director Charelian). [22-0126](#)

**INTRODUCE ORDINANCE NO. 22-0005**

**Attachments:** [Ordinance No. 22-0005](#)

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7. Consideration of a Resolution Approving a Compensation Plan for Full-Time Unrepresented Employees (Human Resources Director Jenkins). [22-0123](#)  
**ADOPT RESOLUTION NO. 22-0026**  
*Attachments:* [Resolution No. 22-0026](#)  
[Compensation Plan - Full-time Unrepresented Employees](#)  
[Attachment C to the Personnel Rules \(Tracked Changes\)](#)
8. Consideration of a Resolution Approving an Amendment to the Master Services Agreement with Everbridge, Inc. for Emergency Communications Services (Fire Chief Lang). [22-0151](#)  
**ADOPT RESOLUTION NO. 22-0039**  
*Attachments:* [Resolution No. 22-0039](#)  
[Amendment - Everbridge, Inc.](#)  
[Agreement - Everbridge, Inc. \(2019\)](#)
9. Receive and File the 2013-2021 (5th Cycle) Housing Element Annual Progress Report as Required by the California Department of Housing and Community Development (Community Development Director Tai). [22-0138](#)  
**RECEIVE AND FILE**  
*Attachments:* [2021 Housing Element Annual Progress Report](#)
10. Consideration of a Resolution Approving a Three-Year General Services Agreement with Golden Bell Products, Inc. for Insecta Treatment of Sewer Manholes at a Cost Not-to-Exceed \$108,990 (Public Works Director Lee). [22-0035](#)  
**ADOPT RESOLUTION NO. 22-0027**  
*Attachments:* [Resolution No. 22-0027](#)  
[Agreement – Golden Bell Products, Inc.](#)  
[Sole Source Justification Letter](#)
11. Formally Accept as Complete the Downtown Traffic Signal Upgrade Project Constructed by Comet Electric, Inc.; Authorize Filing of a Notice of Completion with the Los Angeles County Recorder; Release Retention for \$68,728.40 (Public Works Director Lee). [22-0030](#)  
**APPROVE**  
*Attachments:* [Location Map](#)
12. Consideration of Formally Approving the 2021 Water Master Plan Update (Public Works Director Lee). [22-0011](#)  
**APPROVE**  
*Attachments:* [2021 Water Master Plan Update](#)  
[Location Map](#)

**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.*

13. Presentation from the Los Angeles County District Attorney's Office [22-0144](#)  
Regarding Prosecution Services (City Manager Moe).

*(Estimated Time: 1 Hr. 30 Min.)*

**RECEIVE PRESENTATION**

14. Consideration of Updating the Special Event Policy, Removing the [22-0130](#)  
Exclusion of Bruce's Beach, and 8th Street and Larsson Street Parkettes  
as Possible Locations (Parks and Recreation Director Leyman).

*(Estimated Time: 1 Hr.)*

**DISCUSS AND PROVIDE DIRECTION**

**Attachments:** [Existing Special Event Policy, Application and Matrix](#)

[Revised Special Event Policy](#)

[Public Feedback Emails](#)

[PowerPoint Presentation](#)

**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.*

15. Agenda Forecast (City Clerk Tamura). [22-0061](#)  
**INFORMATION ITEM ONLY**

**16. Commission Minutes:**[22-0132](#)

This Item Contains Minutes of the Planning Commission Meeting Minutes of February 9, 2022 (Community Development Director Tai).

**INFORMATION ITEM ONLY**

Attachments: [Planning Commission Meeting Minutes of February 9, 2022](#)

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

*March 22, 2022 - Tuesday -- 6:00 PM - 6th Housing Element Study Session*

*April 5, 2022 - Tuesday -- 6:00 PM - City Council Meeting*

*April 19, 2022 - Tuesday -- 6:00 PM - City Council Meeting*

*April 26, 2022 - Tuesday -- TBD - Boards and Commissions Interviews*

*May 3, 2022 - Tuesday -- 6:00 PM - City Council Meeting*

*May 10, 2022 - Tuesday -- 6:00 PM - Budget Study Session*

*May 17, 2022 - Tuesday -- 6:00 PM - City Council Meeting*

*May 24, 2022 - Tuesday -- 6:00 PM - Budget Study Session*

*June 7, 2022 - Tuesday -- 6:00 PM - City Council Meeting (Reorganization)*

*June 21, 2022 - Tuesday -- 6:00 PM - City Council Meeting*

*July 5, 2022 - Tuesday -- 6:00 PM - City Council Meeting*

*July 19, 2022 - Tuesday -- 6:00 PM - City Council Meeting*

*August 2, 2022 - Tuesday -- 6:00 PM - City Council Meeting*

*August 16, 2022 - Tuesday -- 6:00 PM - City Council Meeting*

*September 6, 2022 - Tuesday -- 6:00 PM - City Council Meeting*

*September 20, 2022 - Tuesday -- 6:00 PM - City Council Meeting*

*October 4, 2022 - Tuesday -- 6:00 PM - City Council Meeting*

*October 18, 2022 - Tuesday -- 6:00 PM - City Council Meeting*

*November 1, 2022 - Tuesday -- 6:00 PM - City Council Meeting*

*November 15, 2022 - Tuesday -- 6:00 PM - City Council Meeting*

*December 6, 2022 - Tuesday -- 6:00 PM - City Council Meeting*

*December 20, 2022 - Tuesday -- 6:00 PM - City Council Meeting*



**BOARDS, COMMISSIONS AND COMMITTEE MEETINGS**

March 21, 2022 - Monday - 5:00 PM - Cultural Arts Commission Meeting  
March 23, 2022 - Wednesday - 3:00 PM - Planning Commission Meeting  
March 24, 2022 - Thursday - 4:00 PM - Parking and Public Improvements Commission Meeting  
March 28, 2022 - Monday - 6:00 PM - Parks and Recreation Commission Meeting  
April 11, 2022 - Monday - 5:00 PM - Library Commission Meeting  
April 13, 2022 - Wednesday - 3:00 PM - Planning Commission Meeting  
April 18, 2022 - Monday - 5:00 PM - Cultural Arts Commission Meeting  
April 25, 2022 - Monday - 6:00 PM - Parks and Recreation Commission Meeting  
April 27, 2022 - Wednesday - 3:00 PM - Planning Commission Meeting  
April 28, 2022 - Thursday - 4:00 PM - Parking and Public Improvements Commission Meeting  
May 9, 2022 - Monday - 5:00 PM - Library Commission Meeting  
May 11, 2022 - Wednesday - 3:00 PM - Planning Commission Meeting  
May 16, 2022 - Monday - 5:00 PM - Cultural Arts Commission Meeting  
May 23, 2022 - Monday - 6:00 PM - Parks and Recreation Commission Meeting  
May 25, 2022 - Wednesday - 3:00 PM - Planning Commission Meeting  
May 26, 2022 - Thursday - 4:00 PM - Parking and Public Improvements Commission Meeting  
June 8, 2022 - Wednesday - 3:00 PM - Planning Commission Meeting  
June 13, 2022 - Monday - 5:00 PM - Library Commission Meeting  
June 20, 2022 - Monday - 5:00 PM - Cultural Arts Commission Meeting  
July 11, 2022 - Monday - 5:00 PM - Library Commission Meeting  
July 13, 2022 - Wednesday - 3:00 PM - Planning Commission Meeting  
July 18, 2022 - Monday - 5:00 PM - Cultural Arts Commission Meeting  
July 25, 2022 - Monday - 6:00 PM - Parks and Recreation Commission Meeting  
July 27, 2022 - Wednesday - 3:00 PM - Planning Commission Meeting  
July 28, 2021 - Thursday - 4:00 PM - Parking and Public Improvements Commission Meeting

**U. CITY OFFICES CLOSED****CITY HOLIDAYS:**

May 30, 2022 – Monday – Memorial Day  
July 4, 2022 - Monday - Independence Day  
September 5, 2022 - Monday - Labor Day  
October 10, 2022 – Monday – Columbus Day  
November 11, 2022 – Friday – Veterans Day  
November 24-25, 2022 - Thursday & Friday - Thanksgiving Holiday  
December 26, 2022 - Monday - Christmas Day Observed (Sunday, December 25, 2022)  
January 2, 2023 – Monday – New Years Day Observed (Sunday, January 1, 2023)  
January 16, 2023 – Monday – Martin Luther King Day  
February 20, 2023 - Monday - Presidents Day