

## City Council Regular Meeting

**AMENDED**

**Regular Meeting**

**Tuesday, July 16, 2024**

**6:00 PM**

**City Council Chambers and Zoom**

**Teleconference by Councilmember Napolitano**

**(Per Government Code Section 54953(b))**

**Kinzie Hotel - 20 West Kinzie Street, Chicago, IL 60654**



### **ELECTED OFFICIALS**

**Mayor** Joe Franklin

**Mayor Pro Tem** Amy Howorth

**Councilmember** David Lesser

**Councilmember** Steve Napolitano

**Councilmember** Richard Montgomery

**City Treasurer** Tim Lilligren

### **EXECUTIVE TEAM**

**City Manager** Bruce Moe

**City Attorney** Quinn Barrow

**City Clerk** Liza Tamura

**Finance Director** Steve Charelian

**Human Resources** Lisa Jenkins

**Parks and Recreation** Mark Leyman

**Police Chief** Rachel Johnson

**Fire Chief** Michael Lang

**Community Development Director** Talyn Mirzakhanian

**Public Works Director** Erick Lee

**Information Technology Director** Miguel Guardado

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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!**

Meetings are broadcast live through Manhattan Beach Local Community Cable, Channel 8 (Spectrum), Channel 35 (Frontier), live streaming via the City's website, and via Zoom (Direct URL: <https://citymb-info.zoom.us/j/93376200363>, Meeting ID: 933 7620 0363).

The City continues to offer an opportunity to participate in City Council meetings via Zoom and in-person. City Council encourages the public to participate by submitting comments in advance of the meeting, no later than 12:00 PM, July 16, 2024 (the day of the meeting), via:

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

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

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.

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 amended notice/agenda was posted on Thursday, July 11, 2024, 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 AND NATIONAL ANTHEM**

*Teagan Miller*

**C. ROLL CALL**

**D. CEREMONIAL CALENDAR**

1. Presentation of Certificates of Commendation Recognizing Police Officer Chad Swanson as the 2023 Police Officer of the Year, Fire Engineer/Paramedic Joshua Kueng as the 2023 Firefighter of the Year, and Police Records Manager Barbara Rosenberger as the 2023 Police Professional Staff of the Year. [24-0175](#)

**PRESENT**

Attachments: [2023 Police Officer of the Year - Chad Swanson](#)  
[2023 Firefighter of the Year - Joshua Jueng](#)  
[2023 Professional Staff of the Year - Barbara Rosenberger](#)

2. Presentation of a Commendation to City Manager, Bruce Moe, on the Occasion of His Retirement After Thirty-Five Years of Services to the City of Manhattan Beach. [24-0161](#)

**PRESENT**

Attachments: [Bruce Moe Commendation](#)

**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 12:00 PM, July 16, 2024 (the day of the meeting), via:*

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

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

**IN PERSON PUBLIC PARTICIPATION**

*Please complete the "Request to Address the City Council" card by filling out your name, city of residence, the item(s) you would like to offer public comment, and returning it to the City Clerk.*

**ZOOM PUBLIC PARTICIPATION**

- 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 at to activate the "raise hand" button 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 web*

## 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.*

3. City Council Minutes: [24-0162](#)  
This Item Contains Minutes of the Following City Council Meeting(s):  
a) City Council Adjourned Regular Meeting Minutes of July 2, 2024  
b) City Council Regular Meeting Minutes of July 2, 2024  
(City Clerk Tamura).  
**APPROVE**  
  
**Attachments:** [City Council Adjourned Regular Meeting Minutes of July 2, 2024](#)  
[City Council Regular Meeting Minutes of July 2, 2024](#)
4. Financial Reports: [24-0214](#)  
a) Schedule of Demands for June 2024  
b) Investment Portfolio for the May 31, 2024  
c) Financial Month End Report for May 31, 2024  
(Finance Director Charelian).  
**ACCEPT REPORTS AND DEMANDS**  
  
**Attachments:** [Schedule of Demands for June 2024](#)  
[Investment Portfolio May 2024](#)  
[Financial Month End Report May 2024](#)
5. Consideration of an Alternative Purchasing Process for the Acquisition of Budgeted Vehicles and Related Equipment for Fiscal Year (FY) 2024-2025 (Finance Director Charelian). [24-0275](#)  
**A) WAIVE FORMAL BIDDING FOR BUDGETED VEHICLES AND EQUIPMENT**  
**B) AUTHORIZE CITY MANAGER TO APPROVE PURCHASE OF BUDGETED VEHICLES AND EQUIPMENT**  
  
**Attachments:** [Fiscal Year 2024-2025 Schedule of Capital Purchases \(Equipment & Vehicles\)](#)
6. Consideration of a Resolution Appointing Onyx Jones as Interim Finance Director and Approval of an Employment Agreement with Onyx Jones (Human Resources Director Jenkins). [24-0269](#)  
**ADOPT RESOLUTION NO. 24-0084**  
  
**Attachments:** [Resolution No. 24-0084](#)  
[Employment Agreement - Onyx Jones](#)

7. Consideration of a Resolution Approving a Comprehensive Citywide Salary Schedule for all City Positions and Adjustments to Salary Ranges (Human Resources Director Jenkins). [24-0268](#)  
**ADOPT RESOLUTION NO. 24-0085**  
*Attachments:* [Resolution No. 24-0085](#)  
[City of Manhattan Beach Salary Schedule](#)
8. Consideration of a Resolution Approving Amendment No. 1 to the Professional Services Agreement with Commercial Transportation Services Inc., for Commercial Driver's License Training Services at a Cost Not-to-Exceed \$124,500 (Public Works Director Lee). [24-0189](#)  
**ADOPT RESOLUTION NO. 24-0086**  
*Attachments:* [Resolution No. 24-0086](#)  
[Amendment No. 1 – Commercial Transportation Services Inc Agreement – Commercial Transportation Services Inc.](#)
9. Consideration of a Resolution Awarding a Construction Agreement to Square Signs LLC, dba Front Signs for the Wayfinding Phase I Vehicle Parking and Pedestrian Sign Improvement Project for \$241,805, Including Contingency; and a Determination that the Project is Categorically Exempt from Environmental Review Pursuant to the California Environmental Quality Act (CEQA) (Public Works Director Lee). [24-0232](#)  
**ADOPT RESOLUTION NO. 24-0087**  
*Attachments:* [Resolution No. 24-0087](#)  
[Agreement - Square Signs LLC, dba Front Signs](#)  
[Plans and Specifications \(Web-Link Provided\)](#)  
[Budget and Expenditures Summary Report](#)  
[Location Map](#)

## I. ITEMS REMOVED FROM THE CONSENT CALENDAR

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

**J. PUBLIC HEARINGS**

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

- 10.** Conduct Public Hearing for Consideration of Adopting Resolutions [24-0203](#)  
Regarding Renewal of Downtown Business Improvement District (BID) for  
Fiscal Year 2024-2025 Including Authorization to Collect Assessments;  
Ratification of the District Advisory Board; Approval of the Signed  
Agreement by the Downtown Manhattan Beach Business and Professional  
Association and the City Manager; and Authorization to Disburse  
Assessments Collected Through June 30, 2024 (Finance Director  
Charelian).  
(Estimated Time: 10 Mins.)
- A) CONDUCT PUBLIC HEARING**
  - B) ADOPT RESOLUTION NOS. 24-0082 AND 24-0083**
  - C) RATIFY BOARD**
  - D) AUTHORIZE THE DISBURSEMENT OF ASSESSMENTS  
COLLECTED THROUGH JUNE 30, 2024**

**Attachments:** [Resolution No. 24-0082](#)  
[Resolution No. 24-0083](#)  
[Agreement - DMBBID/DMBBPA \(FY 2024-2025\)](#)  
[BID Advisory Board of Directors to be Ratified \(FY 2024-2025\)](#)  
[Business Improvement Activity Plan & Budget \(July 2024\)](#)

**11. Conduct a Public Hearing to Consider:**[24-0253](#)

- a) Adoption of Urgency Ordinance No. 24-0007-U and Introduction of Ordinance No. 24-0007 to Extend an Existing Franchise Agreement with Zenith Energy West Coast Terminals LLC for a 25-Year Term; and
- b) Determination of Exemption from Environmental Review Pursuant to the California Environmental Quality Act (CEQA) (Public Works Director Lee).

(Estimated Time: 15 Mins.)

**A) CONDUCT PUBLIC HEARING****B) ADOPT URGENCY ORDINANCE NO. 24-0007-U****C) INTRODUCE ORDINANCE NO. 24-0007**

**Attachments:** [Urgency Ordinance No. 24-0007-U](#)  
[Ordinance No. 24-0007](#)  
[Resolution No. 24-0077](#)  
[Ordinance No. 2002](#)  
[Pacific Terminals LLC Notice of Assignment as SCE's Authorized Successor](#)  
[Plains West Coast Terminals LLC Name Change Form](#)  
[Zenith Energy West Coast Terminals LLC Name Change Form](#)  
[PowerPoint Presentation](#)



## K. GENERAL BUSINESS

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

12. Discussion of Whether to Consider Scheduling for the August 6, 2024, City Council Meeting Resolutions to Present to the Voters a Ballot Measure Establishing a One-Half Cent Sales Tax to Fund General City Services in Manhattan Beach, such as: Repairing/Upgrading Aging Community Facilities; Keeping Local Streets, Sidewalks, Infrastructure, and Parks Safe, Clean, and Well-Maintained; and Improving Parking Availability and Traffic Safety (City Manager Moe).

[24-0247](#)

*(Estimated Time: 1 Hr.)*

**A) PROVIDE DIRECTION**

**B) ESTABLISH SUBCOMMITTEE**

**Attachments:** [Sales Tax Feasibility Survey Summary Report Provided by True North Research, Inc.](#)  
[PowerPoint Presentation](#)

13. Discussion of Options for the Replacement of the Existing Escalators at the Metlox Parking Structure (Public Works Director Lee).

[24-0231](#)

*(Estimated Time: 30 Mins.)*

**DISCUSS AND PROVIDE DIRECTION**

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

## 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.*

## 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.*

14. Agenda Forecast (City Clerk Tamura).  
**INFORMATION ITEM ONLY**

[24-0212](#)

15. Recent Planning Commission Quasi-Judicial Decision(s): [24-0266](#)  
Consideration of a Coastal Development Permit, Use Permit, and Variance for the Demolition of an Existing Structure and the Construction of a New 4,494 Square-Foot, Nine-Room Hotel with In-Room Alcohol Cabinets at 1145 Highland Avenue (Community Development Director Mirzakanian).  
**INFORMATION ITEM ONLY**

**Q. CLOSED SESSION**

**R. ADJOURNMENT**

**S. FUTURE MEETINGS**

**CITY COUNCIL MEETINGS**

*August 6, 2024 - Tuesday -- 6:00 PM - City Council Meeting*  
*August 20, 2024 - Tuesday -- 6:00 PM - City Council Meeting*  
*September 3, 2024 - Tuesday -- 6:00 PM - City Council Meeting*  
*September 17, 2024 - Tuesday -- 6:00 PM - City Council Meeting*  
*October 1, 2024 - Tuesday -- 6:00 PM - City Council Meeting*  
*October 15, 2024 - Tuesday -- 6:00 PM - City Council Meeting (Reorganization)*  
*November 5, 2024 - Tuesday -- 6:00 PM - City Council Meeting (Rescheduled Due to General Municipal Elections)*  
*November 6, 2024 - Wednesday -- 6:00 PM - City Council Meeting*  
*November 19, 2024 - Tuesday -- 6:00 PM - City Council Meeting*  
*December 3, 2024 - Tuesday -- 6:00 PM - City Council Meeting*  
*December 17, 2024 - Tuesday -- 6:00 PM - City Council Meeting (City Council Reorganization and General Municipal Election Results)*

**BOARDS, COMMISSIONS AND COMMITTEE MEETINGS**

*July 22, 2024 - Monday - 4:00 PM - Parks and Recreation Commission Meeting*  
*July 24, 2024 - Wednesday - 3:00 PM - Planning Commission Meeting*  
*July 25, 2024 - Thursday - 4:00 PM - Parking and Public Improvements Commission Meeting*  
*August 12, 2024 - Monday - 4:00 PM - Library Commission Meeting*  
*August 14, 2024 - Wednesday - 3:00 PM - Planning Commission Meeting*  
*August 19, 2024 - Monday - 4:00 PM - Cultural Arts Commission Meeting*  
*August 22, 2024 - Thursday - 4:00 PM - Parking and Public Improvements Commission Meeting*  
*August 26, 2024 - Monday - 4:00 PM - Parks and Recreation Commission Meeting*  
*August 28, 2024 - Wednesday - 3:00 PM - Planning Commission Meeting*  
*September 9, 2024 - Monday - 4:00 PM - Library Commission Meeting*  
*September 11, 2024 - Wednesday - 3:00 PM - Planning Commission Meeting*  
*September 16, 2024 - Monday - 4:00 PM - Cultural Arts Commission Meeting*  
*September 23, 2024 - Monday - 4:00 PM - Parks and Recreation Commission Meeting*  
*September 25, 2024 - Wednesday - 3:00 PM - Planning Commission Meeting*  
*September 26, 2024 - Thursday - 4:00 PM - Parking and Public Improvements Commission Meeting*

**T. CITY OFFICES CLOSED****CITY HOLIDAYS:**

*September 2, 2024 - Monday - Labor Day*

*October 14, 2024 – Monday – Columbus Day*

*November 11, 2024 – Monday – Veterans Day*

*November 28-29, 2024 - Thursday & Friday - Thanksgiving Holiday*

*December 25, 2024 - Wednesday - Christmas Day Observed*

*January 1, 2025 – Wednesday – New Years Day Observed*

*January 20, 2025 – Monday – Martin Luther King Day*

*February 17, 2025 - Monday - Presidents Day*

*May 26, 2025 – Monday – Memorial Day*

*July 4, 2025 - Friday - Independence Day*