

City Council Regular Meeting

Regular Meeting

Tuesday, September 17, 2024

6:00 PM

City Council Chambers and Zoom



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

Acting City Manager Talyn Mirzakhanian

City Attorney Quinn Barrow

City Clerk Liza Tamura

Interim Finance Director Onyx Jones

Human Resources Lisa Jenkins

Parks and Recreation Mark Leyman

Police Chief Rachel Johnson

Fire Chief Michael Lang

Acting Community Development Director Ryan Heise

Public Works Director Erick Lee

Information Technology Director Miguel Guardado

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, September 17, 2024 (the day of the meeting), via:

- 1) eComment at <http://www.manhattanbeach.gov/ecomment> or
- 2) Email to 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, 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 notice/agenda was posted on Wednesday, September 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**

Mila, Aya, and Raina Steiner

C. ROLL CALL

D. CEREMONIAL CALENDAR

- 1. Presentation of a Certificate of Recognition to Maia Rocha as CEO of “Doing Done” and Winner of the Chamber of Commerce Young Entrepreneurs Academy.
PRESENT

[24-0328](#)

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, September 17, 2024 (the day of the meeting), via:

- 1) eComment at <http://www.manhattanbeach.gov/ecomment> or
- 2) Email to 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.

2. City Council Minutes: [24-0327](#)

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

- a) City Council Special Meeting Minutes of September 3, 2024
- b) City Council Regular Meeting Minutes of September 3, 2024
(City Clerk Tamura).

APPROVE

Attachments: [City Council Special Meeting Minutes of September 3, 2024](#)
[City Council Regular Meeting Minutes of September 3, 2024](#)

3. Financial Report: [24-0337](#)

- a) Schedule of Demands: August 2024
- b) Investment Portfolio for the Month Ending July 31, 2024
- c) Month End Report for July 31, 2024 (Interim Finance Director Jones).

ACCEPT REPORT AND DEMANDS

Attachments: [Schedule of Demands for August 2024](#)
[Investment Portfolio July 2024](#)
[Financial Month End Report July 2024](#)

4. Declaration of Proclamations for the Following: [24-0316](#)

- a) September 17, 2024, as National Voter Registration Day
- b) September 17, 2024, as National IT Professionals Day
- c) September 21, 2024, as International Peace Day
- d) September 21, 2024, as National Thank a Police Officer Day
- e) September 26, 2024, as Human Resources Professionals Day
- f) September 21-27, 2024, as United Against Hate Week.

PROCLAIM

Attachments: [National Voter Registration Day 2024](#)
[National IT Professionals Day 2024](#)
[International Day of Peace 2024](#)
[National Thank a Police Officer Day 2024](#)
[Human Resource Professionals Day 2024](#)
[United Against Hate Week 2024](#)

5. Consideration of Designating Councilmember Lesser as the Voting Delegate and Councilmember Napolitano and Councilmember Montgomery as Voting Alternates to the 2024 League of California Cities Annual Conference (October 16-18, 2024); Authorize the Delegate and Alternates Voting Authority on Proposed Resolution(s) Being Considered at the Conference (City Clerk Tamura). [24-0332](#)
- A) APPROVE VOTING DELEGATE AND ALTERNATES**
B) AUTHORIZE VOTING AUTHORITY
- Attachments:** [Designation of Voting Delegate/Alternates Form](#)
[2024 Annual League of California Cities Conference Resolutions Packet](#)
6. Consideration of Approval of the Updated Boards and Commissions Handbook; Introduction and First Reading of an Ordinance Amending Chapter 2.44 of the Manhattan Beach Municipal Code Pertaining to City Boards, Commissions, and Committees; and Adoption of a Resolution Authorizing the City Clerk, with Approval from the City Manager and City Attorney, to Approve Certain Updates to the Handbook (City Clerk Tamura). [24-0221](#)
- A) APPROVE UPDATED HANDBOOK**
B) INTRODUCE ORDINANCE NO. 24-0008
C) ADOPT RESOLUTION NO. 24-0110
- Attachments:** [Ordinance No. 24-0008](#)
[Legislative Digest - Ordinance No. 24-0008](#)
[Resolution No. 24-0110](#)
[Boards and Commissions Handbook \(Redline Version\)](#)
[Boards and Commissions Handbook \(Clean Version with Brand Updates\)](#)
7. Adoption of Annual Investment Policy for Fiscal Year 2024-2025 and Delegation of Responsibility for Investing Funds to the City Treasurer (Interim Finance Director Jones). [24-0326](#)
- ADOPT ANNUAL INVESTMENT POLICY**
- Attachments:** [Investment Policy for Fiscal Year 2024-2025 \(Redline Version\)](#)
[Investment Policy for Fiscal Year 2024-2025 \(Clean Version\)](#)
8. Consideration of the Purchase of One Budgeted Rescue Vehicle from Lenco Industries, Inc. in an Amount Not-to-Exceed \$325,652 (Police Chief Johnson). [24-0274](#)
- A) WAIVE FORMAL BIDDING**
B) AUTHORIZE PURCHASE

9. Consideration of Resolutions Awarding Four Three-Year Professional Service Agreements to: 4LEAF, Inc.; M6 Consulting; Jason Addison Smith Consulting Services, Inc., DBA JAS Pacific; and Bureau Veritas, for Building, Fire, and Public Works Services (Amount Expended Determined by Services Provided) (Acting Community Development Director Heise). [24-0289](#)
- A) ADOPT RESOLUTION NOS. 24-0106, 24-0107, 24-0108, AND 24-0109**
- B) APPROVE AUTHORIZATION**

Attachments: [Resolution No. 24-0106](#)
[Agreement - 4LEAF Inc.](#)
[Resolution No. 24-0107](#)
[Agreement - Bureau Veritas](#)
[Resolution No. 24-0108](#)
[Agreement - M6 Consulting](#)
[Resolution No. 24-0109](#)
[Agreement - Jason Addison Smith Consulting Services, Inc. DBA JAS Pacific](#)
[RFP Summary of Vendors](#)

10. Lot 3 Parking Structure Local Emergency Update (Public Works Director Lee). [24-0333](#)
- DETERMINE THAT THERE IS A NEED TO CONTINUE THE EMERGENCY ACTION**

Attachments: [Resolution No. 24-0105](#)
[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.

K. GENERAL BUSINESS

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

11. Consideration of a Voluntary Bicycle (E-Bike) Registration Program (Police Chief Johnson). [24-0338](#)
(Estimated Time: 30 Mins.)
DISCUSS AND PROVIDE DIRECTION

12. Consideration of the Sand Dune Park Conceptual Design Proposal (Parks and Recreation Director Leyman). [24-0237](#)

(Estimated Time: 1 Hr.)

DISCUSS AND PROVIDE DIRECTION

Attachments: [Cost Estimates](#)
[Survey Results](#)
[Public Comment Emails](#)
[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.

13. City Council AB 1234 Reports. [24-0313](#)
RECEIVE AND FILE

14. Consideration of a Request by Mayor Pro Tem Howorth and Councilmember Lesser to Discuss the City's Current and Past Practices for Juvenile Diversion (Acting City Manager Mirzakhaniyan). [24-0347](#)
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. Agenda Forecast (City Clerk Tamura). [24-0308](#)
INFORMATION ITEM ONLY

16. This Item Contains the Library Commission Meeting Minutes of July 8, 2024 (Parks and Recreation Director Leyman). [24-0355](#)
INFORMATION ITEM ONLY

Attachments: [Library Commission Meeting Minutes of July 8, 2024](#)

17. Recent Planning Commission Quasi-Judicial Decision on an Appeal of a Coastal Development Permit for a Single-Family Residence Located at 3212 The Strand (Acting Community Development Director Heise).
INFORMATION ITEM ONLY

[24-0353](#)

Q. CLOSED SESSION

R. ADJOURNMENT

S. FUTURE MEETINGS

CITY COUNCIL MEETINGS

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 (Rescheduled From November 5, 2024)
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 (General Municipal Election Results)

BOARDS, COMMISSIONS AND COMMITTEE MEETINGS

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
October 9, 2024 - Wednesday - 3:00 PM - Planning Commission Meeting
October 14, 2024 - Monday - 4:00 PM - Library Commission Meeting
October 21, 2024 - Monday - 4:00 PM - Cultural Arts Commission Meeting
October 23, 2024 - Wednesday - 3:00 PM - Planning Commission Meeting
October 24, 2024 - Thursday - 4:00 PM - Parking and Public Improvements Commission Meeting
October 28, 2024 - Monday - 4:00 PM - Parks and Recreation Commission Meeting
November 11, 2024 - Monday - 4:00 PM - Library Commission Meeting (Rescheduled to November 12, 2024)
November 12, 2024 - Monday - 4:00 PM - Library Commission Meeting (Reschedule from November 11, 2024)
November 13, 2024 - Wednesday - 3:00 PM - Planning Commission Meeting
November 18, 2024 - Monday - 4:00 PM - Cultural Arts Commission Meeting
November 25, 2024, 2024 - Monday - 4:00 PM - Parks and Recreation Commission Meeting
November 27, 2024 - Wednesday - 3:00 PM - Planning Commission Meeting
November 28, 2024 - Thursday - 4:00 PM - Parking and Public Improvements Commission Meeting
December 5, 2024 - Thursday - 4:00 PM - Parking and Public Improvements Commission Meeting
December 9, 2024 - Monday - 4:00 PM - Library Commission Meeting
December 11, 2024 - Wednesday - 3:00 PM - Planning Commission Meeting
December 16, 2024 - Monday - 4:00 PM - Cultural Arts Commission Meeting
December 23, 2024, 2024 - Monday - 4:00 PM - Parks and Recreation Commission Meeting
December 25, 2024 - Wednesday - 3:00 PM - Planning Commission Meeting

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

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, 2024 - Thursday - Independence Day

September 1, 2025 - Monday - Labor Day