

# City of Manhattan Beach

1400 Highland Avenue  
Manhattan Beach, CA 90266



## Meeting Minutes - Draft

Tuesday, June 18, 2024

6:00 PM

Regular Meeting

City Council Chambers and Zoom

## City Council Regular Meeting

### ***ELECTED OFFICIALS***

***Mayor Joe Franklin***

***Mayor Pro Tem Amy Howorth***

***Councilmember David Lesser***

***Councilmember Steve Napolitano***

***Councilmember Richard Montgomery***

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**A. CALL MEETING TO ORDER**

*Mayor Franklin called the meeting to order.*

**B. PLEDGE TO THE FLAG**

*Hadley Baker of American Martyrs School led the Pledge of Allegiance.*

**C. ROLL CALL**

*Roll Call led by Acting City Clerk Martha Alvarez.*

**Present:** 5 - Mayor Franklin, Mayor Pro Tem Howorth, Councilmember Lesser, Councilmember Montgomery and Councilmember Napolitano

*Mayor Franklin requested that all Veterans in the audience stand up to be recognized for their service.*

**D. CEREMONIAL CALENDAR**

1. Presentation of Certificates of Recognition for Being One of Richstone's Family Center "50 Heart Menders" on Their 50th Anniversary.

[24-0193](#)**PRESENT**

*On behalf of the City Council, Mayor Franklin presented Certificates of Recognition to the following for Being One of Richstone's Family Center "50 Heart Menders":*

*Barbara Van Remmen  
Mike and Robin Sullivan, and Sullivan Family  
Anita Bronstein  
Janet Jones  
Tom and Dianne Harrington*

*President of Richstone's Family Center, Roger Van Remmen, shared remarks about the "50 Heart Menders."*

*Unable to attend:*  
*Jennifer Caskey  
David and RL Peters  
Larry and Lynn Wolf  
Ty Mellinger  
The Shojinaga/Fukunaga Family  
Theresa Dawson  
Maryann Carroll-Guthrie and The Guthrie Family  
Henry and Susie Jordan  
Helen Ristani  
The Frederick Family  
Jan and Chet Pipkin  
John and Jan Zar*

2. Presentation of a Certificate of Recognition to Emre Taner from Mira Costa High School for Being One of Thirty High School Seniors to be Awarded a \$50,000 Scholarship (STEM: Science, Technology, Engineering, and Math) from Southern California Edison as Part of their Annual Edison International Award.

[24-0229](#)**PRESENT**

*Agenda Item No. 2 was presented after Agenda Item No. 3.*

3. Presentation of Certificates of Recognition to Local AYSO Teams for Placing in the Soccer Western States Championship.

[24-0227](#)

**PRESENT**

*On behalf of the City Council, Mayor Franklin presented Certificates of Recognition to the following AYSO Teams for Placing in the Soccer Western States Championship:*

*10UG All Star Mambas Team:*

*Campbell Chang  
Candace Christensen  
Macee Epstein  
Charlotte Gilleland  
Ellie Helou  
Ameila Herbert  
Assistant Coach Blair Herbert*

*Unable to attend:*

*Brooklyn Beran  
Mattee Epstein  
Marlo Talbott  
Head Coach Chris Talbott*

*14UG - Legends Team:*

*Olivia Buzzelli  
Avery Johnson  
Diya Kachalia  
Sadie Kuppinger  
Ava Shay  
Assistant Coach Chris Parish  
Head Coach Brett Johnson*

*Unable to attend:*

*Stella Freelin  
Sedora Hill  
Leah Horvath  
Kylie Jaboury  
Josie Kushner  
Emily Lara-Donis  
Michelle Myers  
Laney Parish  
Evangeline Smith  
Summer Williams*

2. Presentation of a Certificate of Recognition to Emre Taner from Mira Costa High School for Being One of Thirty High School Seniors to be Awarded a \$50,000 Scholarship (STEM: Science, Technology, Engineering, and Math) from Southern California Edison as Part of their Annual Edison International Award.

[24-0229](#)

**PRESENT**

*On behalf of the City Council, Mayor Franklin and Southern California Edison Government Relations Manager Diane Forte presented a Certificate of Recognition to Emre Taner from Mira Costa High School for Being One of Thirty High School Seniors to be Awarded a \$50,000 Scholarship from Southern California Edison as Part of Their Annual Edison International Award.*

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

**A motion was made by Councilmember Lesser, seconded by Councilmember Montgomery, to approve the agenda and waive full reading of ordinances. The motion carried by the following vote:**

**Aye:** 5 - Franklin, Howorth, Lesser, Montgomery and Napolitano

**Nay:** 0

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

*Library Manager Josh Murray reminded the community that the library will be closed for the Juneteenth Holiday on June 19, 2024, and re-open on June 20, 2024, at 10:00 AM; and announced in celebration of Juneteenth a special performance by Ina the Sunshine Storyteller and Drummer Chazz Ross on June 22, 2024, at 3:00 PM.*

*Waste Management Recycling Education Representative Bobby Bell announced their second Paper Shredding Event at Mira Costa High School on June 22, 2024, from 9:00 AM - 11:00 AM; and provided information regarding organic waste.*

*Cultural Arts Supervisor Eric Brinkman invited the community to the 47th Annual Concerts In The Park Series at Polliwog Park Amphitheater, beginning on Sunday, June 30, 2024, with nine concerts every Sunday thereafter from 5:00 PM - 7:00 PM.*

*Mayor Franklin reminded the community that the Concerts In The Park July Fourth Celebratory event will take place on Sunday, June 30, 2024.*

*Communications and Civic Engagement Manager Alexandria Latragna invited the community to the Juneteenth Ceremony at Bruces Beach Park on June 19, 2024, from 10:00 AM - 11:00 AM; and the Juneteenth Celebration and Concert at Polliwog Park on June 22, 2024, from 11:00 AM - 3:00 PM.*

*Utilities Manager Jeff Page provided information about the discolored drinking water in the distribution system and assured the community that staff are ready to address any concerns they may have.*

*Police Chief Rachel Johnson invited the community to their Catalytic Converter Etching event at Kinecta Federal Credit Union on June 22, 2024, from 8:00 AM - 11:00 AM.*

*Manhattan Beach Resident Heather Kim announced to the community a town hall meeting on Public Safety from the Manhattan Beach Police Department at the Joslyn Community Center on June 26, 2024, from 6:00 PM - 7:00 PM.*

*Councilmember Montgomery announced to the community that two residents from the Rotary Club organized a Barbeque for the Police Department as a gesture of gratitude and appreciation for their daily efforts in ensuring the community's peace of mind.*

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

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

*Rita Crabtree-Kampe  
Joan Gosser  
Heather Kim*

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

**H. CONSENT CALENDAR (APPROVE)**

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

**Aye:** 5 - Franklin, Howorth, Lesser, Montgomery and Napolitano

**Nay:** 0

**4. City Council Minutes:** [24-0194](#)

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

- a) City Council Adjourned Regular Meeting Minutes of June 4, 2024
- b) City Council Regular Meeting Minutes of June 4, 2024  
(City Clerk Tamura).

**APPROVE**

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

**5. Financial Reports:** [24-0213](#)

- a) Schedule of Demands for May 2024
- b) Investment Portfolio for the Month April 30, 2024
- c) Financial Month End Report for April 30, 2024  
(Finance Director Charelian).

**ACCEPT REPORTS AND DEMANDS**

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

**6. Declaration Proclaiming June 30, 2024, as Salute to the Troops Day.** [24-0204](#)**PROCLAIM**

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

7. Consideration of Resolutions Calling and Giving Notice Pertaining to the November 5, 2024 General Municipal Election to be Conducted by the Los Angeles County Registrar - Recorder/County Clerk (City Clerk Tamura and City Attorney Barrow). [24-0158](#)

**ADOPT RESOLUTION NOS. 24-0058, 24-0059, AND 24-0060**

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

8. Consideration of a Resolution Declaring Intention to Provide for Annual Levy and Collection of Assessments for the Downtown Business Improvement District and Setting a Public Hearing for July 16, 2024 (Finance Director Charelian). [24-0044](#)

**A) ADOPT RESOLUTION NO. 24-0069**

**B) SCHEDULE PUBLIC HEARING DATE TO CONSIDER**

**ASSESSMENTS ON JULY 16, 2024**

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

9. Consideration of a Resolution Approving Amendment No. 3 to the Professional Services Agreement with History Associates Incorporated Which Adds Not-to-Exceed \$28,000 for Historic Archiving Services (Parks and Recreation Director Leyman). [24-0236](#)

**A) ADOPT RESOLUTION NO. 24-0076**

**B) ALLOCATE FUNDS**

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

10. Consideration of a Resolution Approving a Portal-to-Portal Compensation for the City of Manhattan Beach to Continue Portal-to-Portal Reimbursements from the California Office of Emergency Management (Fire Chief Lang). [24-0219](#)

**ADOPT RESOLUTION NO. 24-0070**

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

11. Consideration of a Resolution Approving Amendment No. 7 to the Landscaping Services Agreement with Merchants Landscape Services Inc. for an Additional Year of Landscaping Services at a Total Annual Cost Not-to-Exceed \$804,745 (Public Works Director Lee). [24-0156](#)

**ADOPT RESOLUTION NO. 24-0071**

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

12. Consideration of the Annual Water Supply and Demand Assessment Pursuant to Water Code Section 10635 (Public Works Director Lee). [24-0197](#)

**RECEIVE AND FILE ASSESSMENT**

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



13. Consideration of a Resolution Accepting a Right of Entry and Access Agreement for the Property at 1360 Voorhees Avenue for the Voorhees Sewer Lift Station Improvements Project (Public Works Director Lee). [24-0222](#)

**A) ACCEPT AND AUTHORIZE**

**B) ADOPT RESOLUTION NO. 24-0072**

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

14. Consideration of a Resolution Declaring an Intention to Adopt an Ordinance Granting an Extension of an Existing Franchise to Zenith Energy West Coast Terminals LLC and Setting the Public Hearing on the Adoption of the Ordinance for July 16, 2024 (Public Works Director Lee). [24-0190](#)

**ADOPT RESOLUTION NO. 24-0077**

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

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

*None.*

**J. PUBLIC HEARINGS**

- 15.** Conduct Public Hearing and Consideration of a Resolution Providing for Annual Levy and Collection of Street Lighting and Landscaping District Maintenance Assessments for Fiscal Year 2024-2025 (Finance Director Charelian).

[24-0058](#)

(Estimated Time: 15 Mins.)

**A) CONDUCT PUBLIC HEARING****B) ADOPT RESOLUTION NO. 24-0073 PROVIDING FOR ANNUAL LEVY AND COLLECTION OF FISCAL YEAR 2024-2025 MAINTENANCE ASSESSMENTS**

*Finance Director Steve Charelian provided the staff presentation regarding the item.*

*Mayor Franklin opened the floor to the public hearing. The following individual(s) spoke:*

*Stefan Kampe*

*Seeing no further requests to speak, Mayor Franklin closed the public hearing.*

*Finance Director Charelian and City Manager Bruce Moe responded to City Council questions.*

**A motion was made by Councilmember Lesser, seconded by Mayor Pro Tem Howorth, to adopt Resolution No. 24-0073, a resolution of the City Council of the City of Manhattan Beach, confirming a Diagram and Assessment for the 2024-2025 Fiscal Year, and ordering the improvements in connection with Manhattan Beach Landscaping and Street Lighting Maintenance District No. 99 pursuant to the provisions of Part 2 of Division 15 of the Streets and Highways Code. The motion carried by the following vote:**

**Aye:** 5 - Franklin, Howorth, Lesser, Montgomery and Napolitano

**Nay:** 0

16. Conduct Public Hearing and Consideration of a Resolution Regarding the Annual Storm Drain Service Fee for Fiscal Year 2024-2025 (Finance Director Charelian).

[24-0085](#)

(Estimated Time: 15 Mins.)

**A) CONDUCT PUBLIC HEARING**

**B) ADOPT RESOLUTION NO. 24-0074**

*Finance Director Steve Charelian provided the staff presentation regarding the item.*

*Mayor Franklin opened the floor to the public hearing.*

*Seeing no requests to speak, Mayor Franklin closed the public hearing.*

**A motion was made by Mayor Pro Tem Howorth, seconded by Councilmember Montgomery, to adopt Resolution No. 24-0074, a resolution of the City Council of the Manhattan Beach, approving a report in connection with the City's Storm Drain Service Charge and ordering that such charge be collected on the tax roll. The motion carried by the following vote:**

**Aye:** 5 - Franklin, Howorth, Lesser, Montgomery and Napolitano

**Nay:** 0

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**K. GENERAL BUSINESS**

17. Consideration of a Resolution Rejecting All Bids Received for the Digital Art Wall at the Manhattan Beach City Hall Project and Provide Direction to Re-Bid the Project or Consider Project Alternatives (Public Works Director Lee).

[24-0160](#)

(Estimated Time: 15 Mins.)

**A) ADOPT RESOLUTION NO. 24-0075 REJECTING ALL BIDS RECEIVED**

**B) DISCUSS AND PROVIDE DIRECTION**

*Public Works Director Erick Lee introduced City Engineer Katie Doherty who provided the PowerPoint presentation and responded to City Council questions.*

*Mayor Franklin opened the floor to public comments.*

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

*The City Council provided direction to not continue with the Digital Art Wall at the Manhattan Beach City Hall.*

**A motion was made by Councilmember Montgomery, seconded by Mayor Pro Tem Howorth, to adopt Resolution No. 24-0075, a resolution of the Manhattan Beach City Council Rejecting All Bids for the Digital Art Wall at the Manhattan Beach City Hall Project. The motion carried by the following vote:**

**Aye:** 5 - Franklin, Howorth, Lesser, Montgomery and Napolitano

**Nay:** 0

18. Consideration of Options Related to the City's Utilization of the Board of Building Appeals (Community Development Director Mirzakhanian). [24-0126](#)

(Estimated Time: 15 Mins.)

**DISCUSS AND PROVIDE DIRECTION**

*Community Development Director Talyn Mirzakhanian introduced Building Official Ryan Heise who provided the PowerPoint presentation.*

*Building Official Heise and City Attorney Quinn Barrow responded to City Council questions.*

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

*Stefan Kampe*

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

**A motion was made by Councilmember Napolitano, seconded by Mayor Franklin, to direct staff to not proceed with the item. The motion carried by the following vote:**

**Aye:** 5 - Franklin, Howorth, Lesser, Montgomery and Napolitano

**Nay:** 0

19. Consideration of Introducing and Conducting the First Reading of an Ordinance Requiring a Parking Permit for Oversized Vehicles (City Manager Moe).

[24-0159](#)

(Estimated Time: 30 Mins.)

**INTRODUCE ORDINANCE NO. 24-0006**

*City Manager Bruce Moe introduced Assistant to the City Manager George Gabriel who provided the staff presentation.*

*Community Development Director Talyn Mirzakhanian, Assistant to the City Manager Gabriel, City Attorney Quinn Barrow and City Traffic Engineer Erik Zandvliet responded to City Council questions.*

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

*Rita Crabtree-Kampe  
Heather Kim*

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

*The City Council directed staff to return 18-months after the program start date with data regarding its effectiveness.*

**A motion was made by Councilmember Montgomery, seconded by Mayor Franklin, to introduce Ordinance No. 24-0006, an ordinance of the City Council of the Manhattan Beach, Restating and Amending Manhattan Beach Municipal Code Chapter 14.46 regulating and requiring a parking permit for the parking of oversized vehicles and trailers. The motion carried by the following vote:**

**Aye:** 5 - Franklin, Howorth, Lesser, Montgomery and Napolitano

**Nay:** 0

**L. CITY COUNCIL REQUESTS AND REPORTS INCLUDING AB 1234 REPORTS**

- 20.** City Council AB 1234 Reports. [24-0239](#)  
**RECEIVE AND FILE**

*None.*

- 21.** Consideration of a Request by Councilmember Lesser and Mayor Pro Tem Howorth to Obtain a Third Vote to Enable the Council to Discuss Rear Yard Setback Regulations for Accessory Structures in Residential Single-Family (RS) Zones at a Future City Council Meeting (City Manager Moe). [24-0243](#)  
**(Estimated Time: 5 Mins.)**

**DISCUSS AND PROVIDE DIRECTION**

*Councilmember Napolitano provided that he would be the third vote in order to have the item return on a future agenda.*

*Community Development Director Talyn Mirzakhianian responded to City Council questions.*

*The City Council directed staff to provide a comprehensive report regarding rear yard setback regulations for accessory structures in Residential Single-Family Zones.*

- 22.** Consideration of a Request by Councilmember Montgomery and Mayor Pro Tem Howorth to Obtain a Third Vote to Enable the Council to Discuss Options for a Voluntary E-Bike Registration Program in the City at a Future City Council Meeting (City Manager Moe). [24-0244](#)  
**(Estimated Time: 5 Mins.)**

**DISCUSS AND PROVIDE DIRECTION**

*Councilmember Lesser provided that he would be the third vote in order to have the item return on a future agenda.*

*The City Council directed staff to provide a comprehensive report regarding options for a voluntary E-Bike Registration Program in the City.*

23. Consideration of a Request by Mayor Franklin and Councilmember Montgomery to Obtain a Third Vote to Enable the Council to Discuss a Waiver of Fees Associated with a Use Permit Amendment Application and Code Enforcement Administrative Citations for Uncle Bill's Pancake House at a Future City Council Meeting (City Manager Moe). [24-0245](#)

*(Estimated Time: 5 Mins.)*

**DISCUSS AND PROVIDE DIRECTION**

*City Attorney Quinn Barrow and Community Development Director Talyn Mirzakharian responded to City Council questions.*

*There was no third vote to proceed further with the request. However, the City Council directed staff to research developing a Minor Use Permit Amendment process for commercial property uses.*

**M. FUTURE AGENDA ITEMS**

*Councilmember Montgomery and Councilmember Lesser requested to agendaize a discussion waiving the first appeal fee for a telecommunications tower when submitted by a resident.*

**N. CITY MANAGER REPORT**

*None.*

**O. CITY ATTORNEY REPORT**

*None.*

**P. INFORMATIONAL ITEMS**

24. Agenda Forecast (City Clerk Tamura). [24-0180](#)  
**INFORMATION ITEM ONLY**

*This item was received and filed by order of the Chair.*



**25. Commission Minutes:** [24-0181](#)

This Item Contains Minutes of the following City Commission Meetings:

- a) Parks and Recreation Commission Meeting Minutes of March 25, 2024 (Parks and Recreation Director Leyman)
- b) Cultural Arts Commission Meeting Minutes of April 15, 2024 (Parks and Recreation Director Leyman)
- c) Library Commission Meeting Minutes of May 13, 2024 (Parks and Recreation Director Leyman).

**INFORMATION ITEM ONLY**

*This item was received and filed by order of the Chair.*

**Q. CLOSED SESSION**

*None.*

**R. ADJOURNMENT**

*At 8:29 PM, Mayor Franklin adjourned the meeting to 5:00 PM on July 2, 2024.*

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**Breana Contreras**  
**Recording Secretary**

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**Joe Franklin**  
**Mayor**

**ATTEST:**

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**Martha Alvarez**  
**Acting City Clerk**