TENTATIVE DRAFT – SUBJECT TO CHANGE

FORECAST OF UPCOMING CITY COUNCIL MEETING ITEMS, INFORMATIONAL MEMOS, & FUTURE AGENDA ITEMS

CEREMONIAL | CONSENT | PUBLIC HEARING | GENERAL BUSINESS | CITY COUNCIL | INFORMATIONAL

12/4/2018	*Regular Meeting – 6:00 PM Tuesday*
Deadlines	**Finance – 10/23 City Manager – 10/30 City Attorney – 11/6 City Manager – 11/20 Packet – 11/28**
	Pledge – Robinson Elementary School
18-0499	1. Recognition of Business Owner, Bob Roy for his 56 Years of Business Services to the Community (Ceremonial)
18-0500	2. City Council Minutes (City Clerk Tamura) (Consent)
18-0497	3. Financial Report: Schedules of Demands: October 25, 2018 (Finance Director Charelian) (Consent)
18-0487	4. Resolution No. 18--- Awarding Bid #1185-19 to Merrimac Energy Group for a Three-Year Bulk Fuel Contract with an Estimated Value of $290,000 (Finance Director Charelian) (Consent)
18-0469	5. Accept Purchase of Proposition A Funds from the City of Diamond Bar and Approve the Proposition A Local Return Fund Exchange Agreement (Finance Director Charelian) (Consent)
18-0484	6. Donation of One Surplus Vehicle to the Manhattan Beach Community Emergency Response Team Association (Acting Fire Chief Abell) (Consent)
	7. Library Commission Memo (Parks and Recreation Director Leyman) (Consent)
18-0290	8. Updated Facility Reservation Policy Based on City Council Direction (Parks and Recreation Director Leyman) (Consent)
18-0492	9. Resolution No. 18--- Approving an Updated Agreement Between the City of Manhattan Beach and the Oceanographic Teaching Station to Occupy and Operate the Roundhouse Aquarium at the End of the Manhattan Beach Pier (Public Works Director Katsouleas) (Consent)
18-0472	10. Introduce Ordinance for Accessory Dwelling Units (ADU's) (Community Development Director McIntosh) (Public Hearing)
18-0441	11. Resolution No. 18-0151 Regarding Changing the Name of Sepulveda Blvd. to Pacific Coast Highway (City Manager Moe) (General Business)
NO FILE	12. Resolution No. 18---, Ordering That a Measure to Increase the City's Uniform Hotel/Motel Occupancy Tax from 10% to 14% be Submitted to the Voters at the March 5, 2019 General Municipal Election (Finance Director Charelian and City Clerk Tamura) (General Business)
18-0355	13. Approve the Cultural Arts Commission's Recommendations for the Sculpture Garden Finalists for 2018-2019 (Parks and Recreation Director Leyman) (General Business)
18-0324	14. Field Allocation Policy: Updated Fee Options (Parks and Recreation Director Leyman) (General Business)
18-0459	15. Discussion on the City's Plastic Pollution Policy (Community Development Director McIntosh) (General Business)
18-0501	16. Agenda Forecast (Informational)

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CEREMONIAL | CONSENT | PUBLIC HEARING | GENERAL BUSINESS | CITY COUNCIL | INFORMATIONAL

12/18/2018	***Regular Meeting – 6:00 PM Tuesday***
Deadlines	**Finance – 11/6 City Manager – 11/13 City Attorney – 11/20 City Manager – 12/4 Packet – 12/12**
	Pledge –
	1. City Council Minutes (City Clerk Tamura) (Consent)
	2. Financial Report: Schedules of Demands: (Date) (Finance Director Charelian) (Consent)
18-0483	3. Receive and File Second-Floor Outdoor Dining Use Permit Guidelines (Community Development Director McIntosh) (Consent)
	4. Consideration of Design Concepts for Construction of Fire Station No. 2 (Public Works Director Katsouleas) (General Business)
18-0222 WP	5. Proposed Draft City Council Communications Policy (City Manager Moe) (General Business)
18-0327 WP	6. Community Grant Program and Walkabout Events (Parks and Recreation Director Leyman) (General Business)
18-0478	7. Proposal from the South Bay Boardriders Club to Donate a Bronze Paddleboard Statue (Parks and Recreation Director Leyman) (General Business)
	8. Street Vendor Regulations (Community Development Director McIntosh) (General Business)
	9. Approve PPIC Recommendations for West Marine Neighborhood Traffic Management Plan Follow Up Measures (Community Development Director McIntosh) (General Business)
18-0489	10. Authorize SCE Streetlight Purchase of *** Streetlights (Public Works Director Katsouleas) (General Business)
	11. Agenda Forecast (Informational)
1/2/2019	***Regular Meeting – 6:00 PM Wednesday***
Deadlines	**Finance – 11/20 City Manager – 11/27 City Attorney – 12/4 City Manager – 12/18 Packet – 12/26**
	Pledge –
	1. City Council Minutes (City Clerk Tamura) (Consent)
	2. Financial Report: Schedules of Demands: (Date) (Finance Director Charelian) (Consent)
18-0098	3. Library Commission Recommendations Regarding the Use of Manhattan Beach County Library Surplus Funds (Parks and Recreation Director Leyman) (General Business)
	4. Report on Possible Incentives to Increase Ridership of Beach Cities Transit (Community Development Director McIntosh) (General Business)
	5. Agenda Forecast (Informational)

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CEREMONIAL | CONSENT | PUBLIC HEARING | GENERAL BUSINESS | CITY COUNCIL | INFORMATIONAL

1/15/2019	***Regular Meeting – 6:00 PM Tuesday***
Deadlines	**Finance – 12/4 City Manager – 12/11 City Attorney – 12/18 City Manager – 1/1 Packet – 1/9**
	Pledge –
	1. Annual City Recognition of Longstanding Local Businesses (Ceremonial)
	2. City Council Minutes (City Clerk Tamura) (Consent)
	3. Financial Report: Schedules of Demands: (Date) (Finance Director Charelian) (Consent)
	4. Resolution of Intention to Provide for Annual Levy and Collection of Assessments for the North Manhattan Beach Business Improvement District and Setting February 9, 2019 for a Public Hearing (Acting Finance Director Charelian) (Consent)
	5. Personnel Rules Update (Interim Human Resources Director Tomikawa) (Consent)
	6. Receive and File the Pavement Management Program 2018 Update Report (Public Works Director Katsouleas) (Consent)
	7. Fiscal Year 2017-2018 Comprehensive Annual Financial Report (Finance Director Charelian) (General Business)
18-0301 WP	8. City of Manhattan Beach Donation Policy (Parks and Recreation Director Leyman) (General Business)
	9. Update on State Housing Laws (Community Development Director McIntosh) (General Business)
	10. Beach Dune Restoration Pilot Program (Community Development Director McIntosh) (General Business)
	11. Consideration of Award for Waste Hauling Franchise Agreement (Public Works Director Katsouleas) (General Business)
	12. Agenda Forecast (Informational)
2/5/2019	***Regular Meeting – 6:00 PM Tuesday***
Deadlines	**Finance – 12/25 City Manager – 1/1 City Attorney – 1/8 City Manager – 1/22 Packet – 2/13**
	Pledge – Manhattan Beach Middle School
	1. Proclamation Declaring February 2019 as National Engineers Week (Ceremonial)
	2. Discussion of Telecom Facilities with an Updated Ordinance (Community Development Director McIntosh) (Public Hearing)
18-0300 WP	3. City Merchandising, Licensing and Branding (Parks and Recreation Director Leyman) (General Business)
18-0471	4. Consideration of Sepulveda Initiatives Planning Project Recommendations (Community Development Director McIntosh) (General Business)
	5. Overview of Requirements for Stormwater Permit (Public Works Director Katsouleas) (General Business)
2/19/2019	***Regular Meeting – 6:00 PM Tuesday***
Deadlines	
	Pledge –
	1. Conduct Public Hearing Adopting Resolution No. 19--- for the Renewal of the North Manhattan Beach Business Improvement District and Approval of Assessments for the Fiscal Year 2018-2019 (Finance Director Charelian) (Public Hearing)
WP	2. Update to CalPERS Pension Costs and Unfunded Accrued Liability (Finance Director Charelian) (General Business)
	3. Fiscal Year 2018-2019 Mid-Year Budget Report and Update on Budget Development for Fiscal Year 2019-2021 Biennial Budget (Finance Director Charelian) (General Business)

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FORECAST OF UPCOMING CITY COUNCIL MEETING ITEMS, INFORMATIONAL MEMOS, & FUTURE AGENDA ITEMS

CEREMONIAL	CONSENT	PUBLIC HEARING	GENERAL BUSINESS	CITY COUNCIL	INFORMATIONAL

3/6/2019	***Regular Meeting – 6:00 PM Wednesday (General Municipal Elections on March 5, 2019)***
Deadlines	
	Pledge – Mira Costa High School
18-0461	1. Recognition to the Winners of the 2018 Fire Department Annual "Home Escape Plan" Contest (Ceremonial)
	1. 6 Month Update on the Sustainability Youth Council (Community Development Director McIntosh) (Consent)
	2. Conduct Public Hearing Adopting Resolution No. --- Regarding a Coastal Development Permit for the 2019 Manhattan Beach Open Volleyball Tournament (Parks and Recreation Director Leyman) (Public Hearing)
3/19/2019	***Regular Meeting – 6:00 PM Tuesday***
Deadlines	
	Pledge –
	1. Update on Citywide Signage Options and Priorities (Public Works Director Katsouleas) (General Business)
4/2/2019	***Regular Meeting – 6:00 PM Tuesday - City Council Reorganization (Tentative Hold)*** *Oath of Office for Newly Elected Councilmembers*
Deadlines	
	Pledge –
WP	1. Update on Revenue Enhancements, Stormwater Fund and Streetlighting and Landscaping (Finance Director Charelian) (General Business)
4/9/2019	***Work Plan Meeting – 6:00 PM Tuesday (Tentative Hold)***
Deadlines	
	Pledge –
4/16/2019	***Regular Meeting – 6:00 PM Tuesday - City Council Reorganization (Tentative Hold)*** *Oath of Office for Newly Elected Councilmembers*
Deadlines	
	Pledge – Pennekamp Elementary School
4/23/2019	***Boards and Commissions Interviews – Tuesday (Tentative)***
Deadlines	
	Pledge –
4/30/2019	***MBUSD Board Members Joint Meeting – 6:00 PM Tuesday (Tentative)***
Deadlines	
	Pledge –
5/7/2019	***Regular Meeting – 6:00 PM Tuesday***
Deadlines	
	Pledge – Grand View Elementary School
	1. Proclamations for the Month of May: (Ceremonial) a) Declaring May 2019 as National Fire Services Day b) Declaring May 2019 as National Peace Officers Memorial Day c) Declaring May 2019 as National Police Week d) Declaring May 2019 as Public Works Week e) Declaring May 2019 as National Municipal Clerks Week f) Declaring May 2019 as Older Americans Month
	2. Appointments to City Boards and Commissions (City Clerk Tamura) (General Business)

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FORECAST OF UPCOMING CITY COUNCIL MEETING ITEMS, INFORMATIONAL MEMOS, & FUTURE AGENDA ITEMS

CEREMONIAL | CONSENT | PUBLIC HEARING | GENERAL BUSINESS | CITY COUNCIL | INFORMATIONAL

5/21/2019	***Regular Meeting – 6:00 PM Tuesday***
Deadlines	
	Pledge –
	1. Appointments to City Boards and Commissions (Tentative) (City Clerk Tamura) (General Business)
6/3/2019	***Parks and Recreation Commission, Cultural Arts Commission and Library Commission Joint Meeting – 6:00 PM Monday***
Deadlines	
	Pledge –
	1. Six-Month Trial Basis Assessment of the Measures for West Marine Avenue Neighborhood Traffic Management Plan (Community Development Director McIntosh) (Public Hearing)
	2. Report on Police and Fire Software Updates and Solutions (Dispatch, Database, CAD and Emergency Notification System) (Police Chief Abell) (General Business)
6/4/2019	***Regular Meeting – 6:00 PM Tuesday – City Council Reorganization*** ***Mayor Hersman/Mayor Pro Tem Montgomery***
Deadlines	
	Pledge – Pacific Elementary School
	1. Public Safety Recognition (Ceremonial) a) Police Officer and Firefighter of the Year b) Medal of Valor Recipients (Tentative)
6/18/2019	***Regular Meeting – 6:00 PM Tuesday***
Deadlines	
	Pledge –
	1. Conduct Public Hearing Regarding the Renewal of Downtown Business Improvement District (BID) for Fiscal Year 2019-2020 Including Authorization to Collect Assessments; Ratification of the District Advisory Board; Authorization to Enter Into an Agreement with the Downtown Manhattan Beach Business and Professional Association; and Authorization to Disburse the Fiscal Year 2018-2019 Assessments Collected (Finance Director Charelian) (Public Hearing)
	2. Conduct Public Hearing to Consider the Fiscal Years Capital Improvement Plan (Public Works Director Katsouleas) (Public Hearing)
	3. Conduct Public Hearing Regarding Annual Levy and Collection of Street Lighting and Landscaping District Maintenance Assessments for Fiscal Year 2019-2020 (Finance Director Charelian) (Public Hearing)
	4. Conduct Public Hearing Regarding the Adoption/Approval of Fiscal Year 2019-2020 Operating Budget and Establishing an Appropriation Limit (Finance Director Charelian) (Public Hearing)
6/19/2019	***Planning Commission and Parking and Public Improvements Commission Joint Meeting – 6:00 PM Wednesday***
Deadlines	
	Pledge –
7/2/2019	***Regular Meeting – 6:00 PM Tuesday***
Deadlines	
	Pledge –
	1. Proclamation Declaring July 2019 as Parks and Recreation Month (Ceremonial)
7/16/2019	***Regular Meeting – 6:00 PM Tuesday***
Deadlines	
	Pledge –

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CEREMONIAL	CONSENT	PUBLIC HEARING	GENERAL BUSINESS	CITY COUNCIL	INFORMATIONAL

8/6/2019	***Regular Meeting – 6:00 PM Tuesday***
Deadlines	
	Pledge –
8/20/2019	***Regular Meeting – 6:00 PM Tuesday***
Deadlines	
	Pledge –
9/3/2019	***Regular Meeting – 6:00 PM Tuesday***
Deadlines	
	Pledge –
9/17/2019	***Regular Meeting – 6:00 PM Tuesday***
Deadlines	
	Pledge –
10/1/2019	***Regular Meeting – 6:00 PM Tuesday***
Deadlines	
	Pledge –
	1. Update on User Fee Cost Allocation Study (Finance Director Charelian) (General Business)
10/15/2019	***Regular Meeting – 6:00 PM Tuesday***
Deadlines	
	Pledge –
11/5/2019	***Regular Meeting – 6:00 PM Tuesday***
Deadlines	
	Pledge –
	1. Proclamation Declaring November 2019 as National Caregivers Month (Ceremonial)
	2. Recognition to the Winners of the 2019 Fire Department Annual "Home Escape Plan" (Ceremonial)
11/18/2019	***Regular Meeting – 6:00 PM Tuesday***
Deadlines	
	Pledge –
12/3/2019	***Regular Meeting – 6:00 PM Tuesday***
Deadlines	
	Pledge –
12/17/2019	***Regular Meeting – 6:00 PM Tuesday***
Deadlines	
	Pledge –

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INFORMATIONAL MEMOS

Date Requested	Councilmember/ Staff Requested	Responsible Department	Memo	Anticipated Date
4/18/17	Lesser	PW	Report on Possible Funding Opportunities from Metro and City Projects Relating to Public Transportation and Measure M	Q2 2018
WP 3/9/18	Taylor	IT	Update on Portable Recording Equipment	Q3 2019
WP 3/9/18	Montgomery	CD	Assessment Regarding Pending Projects for the Traffic Engineer	Q4 2018
WP 3/9/18	City Council	PD	City Hall Security (Infrastructure Upgrades and City Staff Training)	TBD
WP 3/9/18	HR Director	HR	Employee Handbook	March 2019
5/30/17	City Council	CC	Discussion of Potential City Store	TBD
WP 3/9/18	Abell Fire Chief	PD FD	Police and Fire Software Updates and Solutions (Dispatch, Database, CAD and Emergency Notification System)	TBD

CITY COUNCIL REQUESTS

Date Requested	Councilmember/ Staff Requested	Responsible Department	Memo	Anticipated Date
WP 3/9/18	McIntosh	CD	Update on State Housing Laws	1/15/19
WP 3/9/18	City Council	CD IT CA	Discussion of Telecom Facilities with an Updated Ordinance	2/05/19
WP 3/9/18	Montgomery Howorth Hersman	IT	Update on City Website and Update on New City URL (.gov)	01/02/19
WP 3/9/18	Lesser Napolitano Hersman	FD	Emergency Preparedness (Internal and External Training)	1/02/19
WP 3/9/18	HR Director	HR	Collective Bargaining Negotiations with 6 Labor Groups	January 2019
WP 3/9/18	Tamura Taylor	CC IT	Centralized Citywide Contract Management Systems (Part of IT Master Plan)	6/3/19
WP 3/9/18	Charelian	FN	Update on User Fee Cost Allocation Study	10/1/19
WP 3/9/18	Katsouleas	PW	Parking Management (Parking Meter Solution)	3/19/19
4/17/18	McIntosh	CD	Ordinance Regarding the Distribution and Sale of Single-Use Items (Sustainability)	12/4/19
4/17/18	Lesser Hersman	CD	Air Conditioning Restrictions in Units	3/9/19
5/15/18	City Council	PR	Revised Facility Reservation Policy	12/4/18
5/22/18	Napolitano	MS	Discussion on Preservation of City History	11/20/18
6/5/18	City Council	PW	Update on City Signage Options and Priorities	Q3 2019

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Date Requested	Councilmember/ Staff Requested	Responsible Department	Memo	Anticipated Date
6/19/18	City Council	CD	Draft Ordinance Incorporating Elements of the Downtown Specific Plan that are not Addressed in IZO 17-0007-U	TBD
6/19/18	Montgomery	PW	Update on Prioritization of Street Resurfacing Projects After Pavement Management Plan is Complete	1/15/19
6/19/18	Lesser	MS	Update on Frontier Communications	TBD
7/17/18	Napolitano	PW	Overview of Requirements for Stormwater Permit	2/5/19
7/17/18	City Council	FN	Update of Options for Increasing Stormwater Service Fees for the Fiscal Year 2019-2020 (Finance Subcommittee)	Spring 2019
7/17/18	City Council	CD	Report on Possible Incentives to Increase Ridership of Beach Cities Transit	1/15/19
7/17/18	Howorth	IT	Munis Semi-Annual Reports From Date of Completion	1/02/19
7/17/18	Howorth	IT	Inner Gov Semi-Annual Reports From Date of Completion	1/02/19
10/18	City Council	IT	Update on IT Master Plan	1/02/19
8/8/18	Howorth	CD	Presentations on Ocean Desalination Plan Proposed by West Basin Municipal Water District	TBD
8/21/18	City Council	FD	Staff to Return with an Agreement for Ambulance Services (McCormick)	3/06/19
8/7/18	City Council	PW	Survey Results from Businesses Along Sepulveda Blvd. and Community Regarding Potentially Changing the Name from Sepulveda Blvd. to Pacific Coast Highway	11/20/18
8/21/18	Lesser	FD	Fire Feasibility Study	TBD
9/4/18	City Council	MS	Update on Chamber of Commerce Contract	TBD
9/4/18	City Council	PR	Update and Approve Cultural Arts Commission's Recommendations for Sculpture Garden Finalists for 2018-2019	12/04/18
9/19/18	Hersman Montgomery	PD	Additional Possible Locations for ALPR Cameras on Sepulveda Blvd. and Artesia (Including Private Businesses)	TBD
10/2/18	City Council	CD	Update on Sepulveda Initiatives Planning Project Recommendations	2/05/19
10/16/18	City Council	CD	Return with Potential Regulations Related to Second-Floor Outdoor Dining	12/18/18
10/16/18	Montgomery	IT	Update on Implementation of the ERP Solution	1/02/19
11/2/18	City Council	CD	Update on Short-Term Rentals as Approved by City Council	1/15/19

FUTURE MEETINGS TO BE SCHEDULED

Date Requested	Councilmember/ Staff Requested	Responsible Department	Memo	Anticipated Date

Please note that all items with "**WP**" indicate that the item was added at the March 9, 2018, City Council – Work Plan Meeting