

# City of Manhattan Beach

1400 Highland Avenue  
Manhattan Beach, CA 90266



## Meeting Minutes - Draft

Tuesday, March 14, 2023

6:00 PM

Work Plan Meeting

City Council Chambers and Zoom

## City Council Adjourned Regular Meeting

### *ELECTED OFFICIALS*

*Mayor Steve Napolitano*

*Mayor Pro Tem Richard Montgomery*

*Councilmember Joe Franklin*

*Councilmember Amy Howorth*

*Councilmember David Lesser*

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**A. CALL MEETING TO ORDER**

*Mayor Napolitano called the meeting to order.*

**B. PLEDGE TO THE FLAG**

*Fire Chief Mike Lang led the Pledge of Allegiance.*

**C. ROLL CALL**

*Roll call led by City Clerk Liza Tamura.*

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

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

*Mayor Napolitano opened the floor to public comments.*

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

**E. GENERAL BUSINESS**

1. Status of Current Fiscal Year 2022-2023 City Council Work Plan and Development of Fiscal Year 2023-2024 Work Plan (City Manager Moe). [23-0120](#)

*(Estimated Time: 2 Hrs.)*

**DISCUSS AND PROVIDE DIRECTION**

*City Manager Bruce Moe introduced the Work Plan and staff's recommendations for the evening.*

*Assistant to the City Manager George Gabriel began the PowerPoint presentation.*

*The remainder of the PowerPoint was provided in the following order:*

Management Services

*Assistant to the City Manager Gabriel presented.*

*City Manager Bruce Moe presented and recommended that the "Centralized Citywide Contract Management Systems" be moved to the Department Work Plan.*

*Assistant to the City Manager Gabriel, City Manager Moe, and City Clerk Liza Tamura responded to City Council questions.*

***The City Council directed staff to add a Work Plan item regarding the creation of a Homeless Court Diversion Program and to continue to research the prosecution of state misdemeanors.***

Finance

*Finance Director Steve Charelian presented.*

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

***The City Council directed staff to add a Work Plan item regarding revenue enhancements to address shortfalls in the Stormwater Fund and Capital Improvements Project needs.***

*City Manager Moe requested confirmation from the City Council to move "Centralized Citywide Contract Management System" listed under Management Services to the Department Work Plan.*

***There were no objections from the City Council regarding the request.***

Human Resources

*Human Resources Director Lisa Jenkins presented.*

***The City Council directed staff to move "internal policies and procedures review" to the Department Work Plan.***

*Human Resources Director Jenkins responded to City Council questions.*

Parks and Recreation

Parks and Recreation Director Leyman presented.

Parks and Recreation Director Leyman requested to move the "Online Reservation System for Sand Dune, Tennis & Pickleball Courts and Begg Pool" to the Department Work Plan.

**There were no objections from the City Council regarding the request.**

**The City Council directed staff to move the digital wall in City Hall, NFC fitness court, and Polliwog Park play equipment to the Capital Improvement Projects (CIP) Plan.**

Public Works Director Erick Lee and Parks and Recreation Director Leyman responded to City Council questions.

Police

Police Captain Christian Eichenlaub presented.

Police Captain Eichenlaub and Police Lieutenant Kelly Benjamin responded to City Council questions.

City Manager Moe requested that the "Radio Replacement Project" and "Computer Aided Dispatch and Records Management System Replacement Project" be moved to the Department Work Plan.

**There were no objections from the City Council regarding the request.**

Fire

Fire Chief Mike Lang presented.

**The City Council directed staff to move "replace dispatch software, database management, CAD integration" and "Emergency Notification System" to the Department Work Plan.**

Fire Chief Lang responded to City Council questions.

Community Development

Acting Community Development Director Talyn Mirzakhian responded to City Council questions and then presented.

Acting Community Development Director Mirzakhian and City Manager Moe responded to City Council questions.

**The City Council directed staff to review the Commission Work Plans and see if they need to be combined with the City Council Work Plan.**

Acting Community Development Director Mirzakhian responded to City Council questions.

**The City Council directed staff to move “Environmental Sustainability Work Plan” and “Climate Ready MB” to the Department Work Plan.**

Public Works

Public Works Director Erick Lee presented.

City Manager Moe requested that the “Senior & Scout House Project including Joslyn Center Façade” and “Uniform Citywide Wayfinding Sign Program Phase 1 Implementation” be moved to the CIP Plan.

**There were no objections from City Council regarding the request.**

Public Works Director Lee responded to City Council questions.

**The City Council directed staff to add a Work Plan item regarding the exploration of parking payment opportunities.**

Public Works Director Lee responded to City Council questions.

Information Technology

Information Technology Director Terry Hackelman presented.

Information Technology Director Hackelman and Acting Community Development Director Mirzakhonian responded to City Council questions.

Information Technology Director Hackelman requested to move “Enterprise Resource Planning (ERP) System” to the Department Work Plan and to remove “Work Order Management” from the Work Plan.

**There were no objections from the City Council regarding the requests.**

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

Debbie Van Ness

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

City Manager Moe responded to City Council questions.

**The City Council directed staff to develop Task Force policies and guidelines for potential inclusion in the Boards and Commissions Handbook.**

**The City Council directed staff to replace the signage at all major entryways into the City and utilize the City Logo.**

City Manager Moe responded to City Council questions.

Acting Community Development Director Mirzakhonian responded to City Council questions.

*The City Council directed staff to return with a report regarding the potential local transportation initiative being proposed by the Downtown Business and Professional Association.*

*The City Council directed staff to develop policies and guidelines for the Senior Advisory Committee for potential inclusion in the Boards and Commissions Handbook.*

*Public Works Director Lee responded to City Council questions.*

*The City Council directed staff to look into solutions including the potential relocation of the access gate at Marine Field near the Manhattan Village Senior Villas.*

*City Manager Moe provided that Public Works Director Lee had an update regarding Parking Lot 3.*

*Public Works Director Lee provided an update and information regarding maximizing the usefulness of Parking Lot 3.*

*The City Council directed staff to add a Work Plan item regarding a Parking Lot 3 Replacement Project.*

## F. ADJOURNMENT

*At 8:16 PM, Mayor Napolitano adjourned the meeting and announced to the public that the next meeting would take place on March 21, 2023 at 6:00 PM.*

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**Patricia Matson**  
**Recording Secretary**

**ATTEST:**

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**Steve Napolitano**  
**Mayor**

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**Liza Tamura**  
**City Clerk**