

City of Manhattan Beach

1400 Highland Avenue
Manhattan Beach, CA 90266



Meeting Minutes - Draft

Tuesday, July 6, 2021

6:00 PM

Regular Meeting

City Council Chambers

Public Participation Via Zoom and In-Person at City Council
Chambers

City Council Regular Meeting

ELECTED OFFICIALS

Mayor Suzanne Hadley

Mayor Pro Tem Hildy Stern

Councilmember Steve Napolitano

Councilmember Richard Montgomery

Councilmember Joe Franklin

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www.citymb.info/departments/city-clerk/city-council-meetings-agendas-and-minutes

A. CALL MEETING TO ORDER

Mayor Hadley called the meeting to order.

B. PLEDGE TO THE FLAG

Mayor Hadley led the Pledge of Allegiance.

C. ROLL CALL

Present: 5 - Mayor Hadley, Mayor Pro Tem Stern, Councilmember Napolitano, Councilmember Montgomery and Councilmember Franklin

D. CEREMONIAL CALENDAR

1. Presentation of a Proclamation Declaring the Month of July 2021, as [21-0105](#)
Parks and Recreation Month.

PRESENT

Mayor Hadley, on behalf of the City Council, presented Senior Recreation Manager Jessica Vincent, with a proclamation declaring July 2021, as Parks and Recreation Month.

2. Presentation of a Certificate of Recognition to Grace Donahue, Teen [21-0211](#)
Entrepreneur and Owner of Grace's Organic Homemade Ice Cream.

PRESENT

Mayor Hadley, on behalf of the City Council, presented a Certificate of Recognition to Grace Donahue, Teen Entrepreneur and Owner of Grace's Organic Homemade Ice Cream.

3. Introduction of New Public Works Director Erick Lee.

City Manager Bruce Moe introduced new Public Works Director Erick Lee.

Public Works Director Lee thanked City Manager Moe and the City Council.

On behalf of the City Council, Mayor Hadley welcomed Public Works Director Lee.

4. Introduction of New Fire Chief Michael Lang.

City Manager Bruce Moe introduced new Fire Chief Michael Lang.

Fire Chief Lang thanked City Manager Moe and the City Council.

On behalf of the City Council, Mayor Hadley welcomed Fire Chief Lang.

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

A motion was made by Councilmember Franklin, seconded by Mayor Pro Tem Stern, to approve the agenda and waive full reading of ordinances. The motion carried by the following vote:

Aye: 5 - Hadley, Stern, Napolitano, Montgomery and Franklin

F. PUBLIC COMMENTS (3 MINUTES PER PERSON)

Management Services, Senior Deputy City Clerk Martha Alvarez, confirmed that the following public comments were received by the City for the July 6, 2021 Regular City Council meeting:

*Agenda Item No. 15
5 emails*

*Agenda Item R. Adjournment
1 eComment*

*Other Items Not on the Agenda
2 emails*

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

*Kim Lewand Martin
Josh Murray
Jim Burton
Zac Dean
Andy Milder*

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

G. COVID-19**5. City Manager Report on EOC (Emergency Operations Center) and Update on COVID-19 Response.**

City Manager Bruce Moe reported on the EOC (Emergency Operations Center) and responded to City Council questions.

H. CONSENT CALENDAR (APPROVE)

A motion was made by Councilmember Montgomery, seconded by Councilmember Napolitano, to approve the Consent Calendar. The motion carried by the following vote:

Aye: 5 - Hadley, Stern, Napolitano, Montgomery and Franklin

6. City Council Minutes: [21-0161](#)

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

- a) City Council Special Meeting Minutes of June 14, 2021
- b) City Council Regular Meeting Minutes of June 15, 2021 (City Clerk Tamura).

APPROVE

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

7. Financial Reports: [21-0154](#)

Schedule of Demands for June 10, 2021, and June 17, 2021 (Finance Director Charelian).

ACCEPT REPORT AND DEMANDS

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

8. Consideration of a Resolution Approving a Five-Year Agreement with [21-0205](#)

AdminSure, Inc. for Third Party Administration Services in Support of the Self-Insured Workers' Compensation Program for an Amount Not-To-Exceed \$1,221,144 (Human Resources Director Jenkins).

ADOPT RESOLUTION NO. 21-0055

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

9. Consideration of a Resolution Approving a Five-Year Agreement with [21-0207](#)

AdminSure, Inc. for Third Party Administration Services in Support of the Self-Insured General Liability Program for an Amount Not-To-Exceed \$180,000 (Human Resources Director Jenkins).

ADOPT RESOLUTION NO. 21-0060

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

10. Consideration of a Resolution Approving the Professional Services Agreement with Willdan Engineering for Calendar Year 2021 for Building and Safety Support Services, Including Code Enforcement, for the Community Development Department at a Cost Not-to-Exceed \$343,200 (Community Development Director Tai). [21-0193](#)

ADOPT RESOLUTION NO. 21-0054

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

11. Consideration of: 1) Formally Accepting as Complete the Roof Replacements for the Recreation Hall and Recreation Center in Live Oak Park, and the Community Building at Marine Avenue Park; 2) Authorizing the Filing of the Notice of Completion with the County Recorder; 3) Approving Contract Change Order No. 5 with Best Contracting Services, Inc. for \$12,615; and 4) Releasing the Retention of \$15,440 (Public Works Director Lee). [21-0182](#)

ACCEPT AND AUTHORIZE

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

12. Consideration of a Resolution Approving the Application for \$4,936,566 in Grant Funds for the Urban Flood Protection Grant Program for Manhattan Beach Stormwater Infiltration Project (Public Works Director Lee). [21-0197](#)

ADOPT RESOLUTION NO. 21-0057

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

I. ITEMS REMOVED FROM THE CONSENT CALENDAR

None.

J. PUBLIC HEARINGS

13. Conduct Public Hearing Regarding the Annual Stormwater Service Fee for Fiscal Year 2021-2022 (Finance Director Charelian). [21-0054](#)
- a) **CONDUCT PUBLIC HEARING**
- b) **ADOPT RESOLUTION NO. 21-0058**

Finance Director Steve Charelian introduced the item and Financial Services Manager Libby Bretthauer provided the staff presentation.

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

*William Victor
Jim Burton*

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

City Manager Bruce Moe responded to City Council questions.

Mayor Hadley closed the public hearing.

A motion was made by Mayor Pro Tem Stern, seconded by Councilmember Montgomery to adopt Resolution No. 21-0058, approving a report in connection with the City's storm water service charge and ordering that such charge be collected on the tax roll. The motion carried by the following vote:

Aye: 5 - Hadley, Stern, Napolitano, Montgomery and Franklin

K. GENERAL BUSINESS

14. Quarterly Update on the City's Homelessness Initiatives (City Manager Moe). [21-0200](#)
- RECEIVE REPORT**

Management Services, Senior Management Analyst George Gabriel provided the PowerPoint presentation.

Senior Management Analyst Gabriel and City Attorney Quinn Barrow responded to City Council questions.

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

*Lucia La Rosa Ames
William Victor*

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

Senior Management Analyst Gabriel responded to City Council questions.

15. Continued Discussion of Fees for the Business Use of the Public Right-of-Way (Community Development Director Tai).

[21-0209](#)

DISCUSS AND PROVIDE DIRECTION

Community Development Director Carrie Tai introduced the item and Community Development, City Traffic Engineer Erik Zandvliet provided the staff presentation.

City Traffic Engineer Zandvliet, Finance Director Steve Charelian, Community Development Director Tai, and City Attorney Quinn Barrow responded to City Council questions.

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

Andrew Goldstein

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

A motion was made by Councilmember Montgomery to extend the waiver of fees Citywide until September 7, 2021.

Mayor Pro Tem Stern asked Councilmember Montgomery if he would consider sending letters to the restaurants indicating the amount of their waiver in case the restaurants would like to make a contribution to it.

Councilmember Montgomery initially accepted the request, but excluded it in the final motion.

Community Development Director Tai provided clarification on the types of fees.

City Attorney Barrow responded to City Council questions.

A motion was made by Councilmember Montgomery, seconded by Mayor Hadley, to extend the waiver of fees for all businesses in the City up until September 7, 2021. The motion carried by the following vote:

Aye: 5 - Hadley, Stern, Napolitano, Montgomery and Franklin

City Attorney Barrow clarified for the record that the City Council also directed staff to put together an information memo regarding the fees that were previously collected from the restaurants from the time of the State of Emergency. The City Council will be able to place it on a future agenda if requested.

At 8:30 PM, the City Council recessed and reconvened at 8:38 PM with all Councilmembers present.

16. Enterprise Project Implementation Quarterly Update of: 1) Munis Enterprise Resource Planning (ERP), and 2) EnerGov Land Management System (LMS) Solutions; Demonstration of Munis Financials Module (Information Technology Director Hackelman).

[21-0141](#)

RECEIVE REPORT

Information Technology Director Terry Hackelman and Finance Director Steve Charelian provided the staff presentation.

Financial Services Manager Libby Bretthauer provided the PowerPoint presentation.

Finance Director Charelian, Information Technology Director Hackelman, and City Manager Bruce Moe responded to City Council questions.

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

L. CITY COUNCIL REQUESTS AND REPORTS INCLUDING AB 1234 REPORTS

None.

M. FUTURE AGENDA ITEMS

Mayor Pro Tem Stern requested to move the regularly scheduled meeting of September 7, 2021 to either September 9th or 14th in observance of Rosh Hashanah. The City Council approved the request and staff would make the final determination on which of the two dates to move the meeting to.

Councilmember Napolitano requested that something be done regarding the state of the fountain outside of City Hall.

City Manager Bruce Moe responded that staff is working to potentially convert the fountain into a planter.

Mayor Pro Tem Stern requested that staff include information regarding the Waterkeepers Clean Up event this weekend on the City's social media platforms.

City Manager Moe provided that staff would complete the request.

N. CITY MANAGER REPORT

In response to a previous question from Councilmember Franklin, City Manager Bruce Moe provided that today's hospitalization numbers in Los Angeles County were at 273 and yesterday they were at 284.

O. CITY ATTORNEY REPORT

None.

P. INFORMATIONAL ITEMS

17. Commission Minutes: [21-0210](#)

This Item Contains Minutes of the following City Commission Meetings:

- a) Planning Commission Meeting Minutes of March 24, 2021 (Community Development Director Tai)
- b) Planning Commission Meeting Minutes of May 26, 2021 (Community Development Director Tai)
- c) Parking and Public Improvements Commission Meeting Minutes of May 27, 2021 (Cancelled) (Community Development Director Tai)
- d) Planning Commission Meeting Minutes of June 23, 2021 (Cancelled) (Community Development Director Tai)
- e) Parking and Public Improvements Commission Meeting Minutes of June 24, 2021 (Cancelled) (Community Development Director Tai).

INFORMATION ITEM ONLY

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

Q. CLOSED SESSION

None.

R. ADJOURNMENT

At 9:14 PM, Mayor Hadley adjourned the meeting in memory of Joseph "Big Joe" Cunningham.

Police Officer Seth Hartnell provided comments regarding Mr. Cunningham.

The meeting adjourned to the 4:00 PM Adjourned Regular City Council meeting on Tuesday, July 20, 2021.

Patricia Matson
Recording Secretary

Suzanne Hadley
Mayor

ATTEST:

Liza Tamura
City Clerk