

City of Manhattan Beach

*1400 Highland Avenue
Manhattan Beach, CA 90266*



Meeting Minutes - Draft

Tuesday, November 1, 2016

6:00 PM

Regular Meeting

City Council Chambers

City Council Regular Meeting

*Mayor Tony D'Errico
Mayor Pro Tem David J. Lesser
Councilmember Amy Howorth
Councilmember Wayne Powell
Councilmember Mark Burton*

PLEASE NOTE THAT THE CITY ARCHIVES THE VIDEO RECORDINGS OF ALL REGULAR CITY COUNCIL MEETINGS AND THE VIDEO FOR THIS MEETING IS HEREBY INCORPORATED BY THIS REFERENCE. ALSO IN SUPPORT OF MORE TRANSPARENCY AND THE AMERICANS WITH DISABILITIES ACT (ADA) COMPLIANCE, THE CITY OFFERS CLOSED CAPTIONING FOR REGULAR CITY COUNCIL MEETINGS. FOR A COMPLETE RECORD OF THIS CITY COUNCIL MEETING, GO TO: www.citymb.info/city-officials/city-clerk/city-council-meetings-agendas-and-minutes

A. PLEDGE TO THE FLAG

Charles Hiatt, Meadows Elementary School, led the Pledge of Allegiance.

B. ROLL CALL

Present: 5 - Mayor D'Errico, Mayor Pro Tem Lesser, Councilmember Howorth, Councilmember Powell and Councilmember Burton

C. CEREMONIAL CALENDAR

1. Presentation of a Proclamation Declaring November 2016 as National Family Caregivers Month. [16-0469](#)
PRESENT

Mayor D'Errico, on behalf of the City Council presented a proclamation to members of the Senior Citizen Resource Committee, declaring November 2016 as National Family Caregivers Month.

2. Presentation of a Proclamation to the Manhattan Beach Soroptimist International Organization Recognizing October 2016 as Breast Cancer Awareness Month and November 2016 as Domestic Violence Prevention Month. [16-0511](#)
PRESENT

Mayor D'Errico, on behalf of the City Council, presented a proclamation to the Soroptimist declaring October 2016 as Breast Cancer Awareness Month and November 2016 as Domestic Violence Prevention Month.

3. Presentation of Certificates of Recognition to the Winners of the 2016 Fire Department Annual "Home Escape Plan" Contest.

[16-0470](#)

PRESENT

Mayor D'Errico, on behalf of the City Council, introduced Paramedic Brian Yount who presented certificates of recognition to the winners of the 2016 Fire Department annual "Home Escape Plan" Contest:

*Rebecca Morton, American Martyrs Catholic School
Brighton Lipson, Grand View Elementary School
Oliver Harris, Meadows Elementary School
Leighton Devereux, Pacific Elementary School
Marlo Libbey, Pennekamp Elementary School*

D. CERTIFICATION OF MEETING NOTICE AND AGENDA POSTING

City Clerk Liza Tamura confirmed that the meeting was properly posted and the agenda was also posted at the location of the teleconference.

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

Councilmember Burton pulled the following items from the Consent Calendar for individual consideration: No. 4. (Three-Year Agreement to ESRI for Enterprise Wide Geographic Information Systems (GIS) Software Licensing with Annual Amount of \$35,000); No. 5. (Professional Services Contract with Fire Information Support Services Inc. to Provide Record Management System Services with an Estimated Value of \$79,050); and No. 9 (the draft minutes of the October 18, 2016) and moved them to Section N. New Business to be heard as the last items.

Legal Counsel Michael Estrada announced that under the Brown Act all votes would be roll call votes because of the teleconference.

A motion was made by Mayor Pro Tem Lesser, seconded by Councilmember Howorth, to approve the agenda with Item Nos. 4, 5, and 9 moved to Section N. New Business. The motion carried by the following vote:

Aye: 5 - D'Errico, Lesser, Howorth, Powell and Burton

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

The following individuals provided community announcements:

Melissa McCollum, Manhattan Beach Library, provided updates for the Library.

Councilmember Powell reminded everyone that November 8, 2016, is Election Day, shared a picture of the Pumpkin Race and noted that November is "Suits for Soldiers" month.

Councilmember Howorth reported that there is early voting at El Camino College and there is also a play at Mira Costa High School "Almost Maine".

G. CITY MANAGER REPORT

City Manager Mark Danaj introduced GIS (Geographic Information Systems) Analyst, Bonnie Shrewsbury who explained how GIS is used in the City of Manhattan Beach and related that November 16, 2016, is Annual GIS Day and how the day will be celebrated in Manhattan Beach.

City Manager Danaj then introduced Community Development Director, Marisa Lundstedt who provided a brief update on the Downtown Specific Plan and introduced the new Building Official, Ryan Heise.

H. CITY ATTORNEY REPORT

None.

I. PUBLIC COMMENTS (3 MINUTES PER PERSON FOR ONE ITEM, A MAXIMUM OF 6 MINUTES IF A SPEAKER WANTS TO COMMENT ON MORE THAN ONE ITEM)

The following individuals provide public comment:

Melen McBride reported on National Caregivers Month.

Bobby Snyder spoke about cement blocks on 9th Street, need more non-smoking signage and the price of valet parking in front of Fonz's and MB Post.

Joseph Ungoco noted that it is important to maintain the standalone election.

Bill Victor spoke about the consolidation of the election, the Downtown Specific Plan and banners.

Paul Barkopoulos talked of the Urgent Care Facility opening on Sepulveda.

J. PLANNING COMMISSION QUASI-JUDICIAL DECISIONS (RECEIVE AND FILE)

None.

K. CONSENT CALENDAR (APPROVE)

A motion was made by Councilmember Howorth, seconded by Mayor Pro Tem Lesser, to approve the Consent Calendar with the exception of Item Nos. 4, 5, and 9 which were moved to Section N. New Business. The motion carried by the following vote:

Aye: 5 - D'Errico, Lesser, Howorth, Powell and Burton

4. Approve a Three-Year Agreement to ESRI for Enterprise Wide Geographic Information Systems (GIS) Software Licensing with Annual Amount of \$35,000 (Information Technology Director Taylor). [CON 16-0034](#)
WAIVE FORMAL BIDDING AND APPROVE

This item was moved to Section N. New Business.

5. Award Professional Services Contract to Fire Information Support Services Inc. to Provide Record Management System Services with an Estimated Value of \$79,050 (Fire Chief Espinosa). [CON 16-0038](#)
APPROVE

This item was moved to Section N. New Business.

6. Completion of the Construction Contract by American Asphalt South, Inc. for the Slurry Seal Area 2 and 3 Project and Release of Retention Amount of \$25,253.94 (Interim Public Works Director Saenz). [16-0478](#)
APPROVE

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

7. Amendments to Professional Service Agreements with Municipal Advisor (KNN Public Finance) and Bond/Disclosure Counsel (Stradling Yocca Carlson & Rauth) Converting The Fee Structure for Debt Issuance Related Services to a Non-Contingency Basis (Finance Director Moe). [CON 16-0039](#)
APPROVE

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

8. Financial Report:
Schedules of Demands: September 29, 2016 (Finance Director Moe). [16-0441](#)
ACCEPT REPORT AND DEMANDS

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

9. City Council Minutes: [16-0471](#)
This Item Contains Minutes of the following City Council Meeting:
City Council Regular Meeting Minutes of October 18, 2016
(City Clerk Tamura).

APPROVE

This item was moved to Section N. New Business.

L. PUBLIC HEARINGS (3 MINUTES PER PERSON)

None.

M. OLD BUSINESS

None.

N. NEW BUSINESS

10. Refunding of Marine Sports Field Variable Rate Debt into Fixed Rate Debt (Finance Director Moe). [RES 16-0067](#)

APPROVE; ADOPT RESOLUTION

Mayor D'Errico introduced Finance Director Bruce Moe who provided a brief Staff presentation and then introduced KNN Public Finance Managing Director Mark Young who provided the PowerPoint Presentation.

Finance Director Moe and Managing Director Young responded to City Council questions.

Mayor D'Errico opened the floor to public comment.

Seeing no requests to speak, Mayor D'Errico closed the floor to public comment.

A motion was made by Councilmember Powell, seconded by Councilmember Howorth, to adopt Resolution No. 16-0067 approving the refunding (refinancing) of the 2002 Marine Sports variable rate debt Certificates of Participation (COPs) in the amount not-to-exceed \$6,340,000 converting it to fixed rate debt and approving the execution and delivery of the related documents. The motion carried by the following vote:

Aye: 5 - D'Errico, Lesser, Howorth, Powell and Burton

O. ADJOURN CITY COUNCIL MEETING TO A MEETING OF THE MANHATTAN BEACH CAPITAL IMPROVEMENTS CORPORATION

At 7:45 PM Mayor D'Errico adjourned the Regular City Council Meeting.

I. CALL MEETING TO ORDER

At 7:46 PM President D'Errico opened the Capital Improvements Corporation Meeting.

II. ROLL CALL

Present 5 - Boardmember Burton, Boardmember Powell, Boardmember Howorth, Vice President Lesser and President D'Errico.

III. PUBLIC COMMENT ON CAPITAL IMPROVEMENTS CORPORATION

President D'Errico opened the floor to public comment.

Seeing no requests to speak, President D'Errico closed the floor to public comment.

IV. GENERAL BUSINESS

11. Refunding of 2002 Marine Sports Field Certificates of Participation in the not-to-exceed amount of \$6,340,000 (Chief Financial Officer Moe).

[RES CIC-8](#)

ADOPT RESOLUTION NO. CIC-8

President D'Errico introduced Finance Director Bruce Moe who provided a brief Staff presentation.

A motion was made by Boardmember Howorth, seconded by Boardmember Powell, to adopt Resolution CIC No. 8 refunding of 202 Marine Sports Field Certificates of Participation in the not-to-exceed amount of \$6,340,000. The motion carried by the following vote:

Aye: 5 - D'Errico, Lesser, Howorth, Powell and Burton

P. ADJOURN MANHATTAN BEACH CAPITAL IMPROVEMENTS CORPORATION AND RECONVENE CITY COUNCIL MEETING

At 7:52 PM President D'Errico adjourned the Capital Improvements Corporation Meeting.

At 7:53 PM City Council recessed and reconvened at 8:02 PM with all Councilmembers present at the dais and via teleconference.

N. NEW BUSINESS (CONTINUED)

12. Adoption of Resolution(s) for the March 7, 2017 General Municipal Election; Consider Los Angeles County's Request to Consolidate (City Clerk Tamura).

[16-0467](#)

ADOPT RESOLUTION(S)

Mayor D'Errico introduced City Clerk Liza Tamura who provided the Staff presentation.

City Clerk Tamura responded to City Council questions.

Mayor D'Errico opened the floor to public comment.

Seeing no requests to speak, Mayor D'Errico closed the floor to public comment.

Councilmember Burton expressed his disappointment with the County and stated for the record that when we were looking for SB415 (voter participation) he asked Staff to look into consolidating and was told at the time that there wasn't sufficient time. Now there appears to be time. He stated that he doesn't like hearing two different representations.

A motion was made by Councilmember Powell, seconded by Mayor Pro Tem Lesser, to consolidate with the County for the March 7, 2017, General Municipal Election and adopt Resolution Nos. 16-0062, 16-0064, 16-0065 and 16-00071. The motion carried by the following vote:

Aye: 5 - D'Errico, Lesser, Howorth, Powell and Burton

Councilmember Burton left the teleconference at 8:23 PM.

13. Status Update on Accela Automation Project Implementation (Community Development Director Lundstedt and Information Technology Director Taylor).

[16-0357](#)

RECEIVE REPORT AND PROVIDE DIRECTION

Mayor D'Errico introduced Community Development Director Marisa Lundstedt and Information Director Sanford Taylor who provided the PowerPoint Presentation.

Community Development Director Lundstedt and Information Technology Director Taylor responded to City Council questions.

Mayor D'Errico opened the floor to public comment.

Seeing no requests to speak, Mayor D'Errico closed the floor to public comment.

A motion was made by Mayor Pro Tem Lesser, seconded by Councilmember Powell, to direct Staff to issue a Request for Proposal (RFP) soliciting proposals for permitting software solutions. The motion carried by the following vote:

Aye: 4 - D'Errico, Lesser, Howorth and Powell

Absent: 1 - Burton

4. Approve a Three-Year Agreement to ESRI for Enterprise Wide Geographic Information Systems (GIS) Software Licensing with Annual Amount of \$35,000 (Information Technology Director Taylor).

[CON 16-0034](#)

WAIVE FORMAL BIDDING AND APPROVE

Mayor D'Errico spoke on behalf of Councilmember Burton noting that the item was sole sourced instead of going out for bid.

Information Technology Director Sanford Taylor and Information Technology Manager Leilani Emnace responded to City Council questions.

Mayor D'Errico opened the floor to public comment.

Seeing no requests to speak, Mayor D'Errico closed the floor to public comment.

A motion was made by Councilmember Howorth, seconded by Councilmember Powell, to approve a three-year agreement to ESRI for enterprise Wide Geographic Systems (GIS) software licensing with annual amount of \$35,000. The motion carried by the following vote:

Aye: 4 - D'Errico, Lesser, Howorth and Powell

Absent: 1 - Burton

5. Award Professional Services Contract to Fire Information Support Services Inc. to Provide Record Management System Services with an Estimated Value of \$79,050 (Fire Chief Espinosa).

[CON 16-0038](#)

APPROVE

Mayor D'Errico spoke on behalf of Councilmember Burton noting that the item was sole sourced instead of going out for bid.

Fire Chief Bob Espinosa responded to City Council questions.

Mayor D'Errico opened the floor to public comment.

Seeing no requests to speak, Mayor D'Errico closed the floor to public comment.

A motion was made by Councilmember Howorth, seconded by Councilmember Powell, to award a professional services contract to Fire Information Support Services, Inc. to provide Record Management System Services with an estimated value of \$79,050. The motion carried by the following vote:

Aye: 4 - D'Errico, Lesser, Howorth and Powell

Absent: 1 - Burton

9. City Council Minutes: [16-0471](#)
This Item Contains Minutes of the following City Council Meeting:
City Council Regular Meeting Minutes of October 18, 2016
(City Clerk Tamura).

APPROVE

Mayor D'Errico noted that in the Minutes of the City Council Meeting, October 18, 2016, two words were missing from the motion.

Councilmember Howorth requested that the tape be reviewed for accuracy.

A motion was made by Councilmember Howorth, seconded by Mayor Pro Tem Lesser, to direct Staff to review the minutes of the meeting of October 18, 2016, City Council Meeting to confirm the wording as proposed and if the word "revoke" was included to come back to City Council to advise on the legality of such action. The motion carried by the following vote:

Aye: 4 - D'Errico, Lesser, Howorth and Powell

Absent: 1 - Burton

Q. CITY COUNCIL REPORTS, OTHER COUNCIL BUSINESS, AND COMMITTEE AND TRAVEL REPORTS

Mayor Pro Tem Lesser reported on the status of the Library Strategic Plan Process and he will provide more information when the report is complete.

R. FORECAST AGENDA AND FUTURE DISCUSSION ITEMS

14. Agenda Forecast (City Clerk Tamura). [16-0498](#)
DISCUSS AND PROVIDE DIRECTION

Councilmember Powell questioned some future agenda items.

City Manager Danaj responded to City Council questions.

S. INFORMATIONAL ITEMS

None.

T. CLOSED SESSION

None.

U. ADJOURNMENT

At 9:17 PM Mayor D'Errico adjourned the November 1, 2016, City Council Meeting.

Martha Alvarez
Recording Secretary

Tony D'Errico
Mayor

ATTEST:

Liza Tamura
City Clerk