

City of Manhattan Beach

1400 Highland Avenue
Manhattan Beach, CA 90266



Meeting Minutes - Draft

Tuesday, December 2, 2025

6:00 PM

Regular Meeting

City Council Chambers and Zoom

City Council Regular Meeting

ELECTED OFFICIALS

Mayor David Lesser

Mayor Pro Tem Joe Franklin

Councilmember Nina Trieu Tarnay

Councilmember Steve S. Charelian

Councilmember Amy Thomas Howorth

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www.manhattanbeach.gov/departments/city-clerk/city-council-meetings-agendas-and-minutes

A. CALL MEETING TO ORDER

Mayor Lesser called the meeting to order.

B. PLEDGE TO THE FLAG

Tyler Lee of Pacific Elementary School led the Pledge of Allegiance.

C. ROLL CALL

Roll Call led by City Clerk Liza Tamura.

Present: 5 - Mayor Lesser, Mayor Pro Tem Franklin, Councilmember Tarnay, Councilmember Charelian and Councilmember Howorth

D. CEREMONIAL CALENDAR

1. Presentation of Certificates of Recognition to the Hometown Fair Board for their Time and Commitment to the Success of their 53rd Annual Hometown.

[25-0570](#)

(Estimated Time: 5 Mins.)

PRESENT

On behalf of the City Council, Mayor Lesser presented Certificates of Recognition to the following Manhattan Beach Hometown Fair Board members for their time and commitment of the success of the 53rd Annual Hometown Fair.

Karen Tokashiki, President

Wayne Bush, Vice President and Director of Beer Garden

Jeanna Harkenrider, CFO

Val Pagett, Secretary and Director of Games

Tamarie Cuneo, Arts and Crafts Co-Chair and Member at Large

Lesly Ayers, Arts and Crafts Co-Chair

Kari Carpino, Director of Merchandise

Kim Edwards, Director of Information Booth, Civic Corner and Community Place

Erin Freeman, Food Co-Chair

Robin Geisen, Stage Co-Chair

Bruce Greenspon, Director of Traffic and Safety

Jordan Holbert, Wine Garden

Toni Cheng, Stage Co-Chair

Richard Montgomery, Director of Environmental Services and Radio Communication

Joe Marcy, Director of Volunteer Recruitment

Dana Old, City Services

Nicky Quinn, Director of Kid Country

Brianna Ricci, Director of Marketing and Communications

Ryan Shaw, Director of Community Relations

Kimi Thompson, Food Co-Chair

Joe Touch, Director of Community Showcase

2. Presentation of a Proclamation Declaring December 2025, as National Impaired Driving Prevention Month.

[25-0569](#)

(Estimated Time: 5 Mins.)

PROCLAIM

On behalf of the City Council, a Proclamation declaring December 2025, as National Impaired Driving Prevention Month was acknowledged, with Police Chief Rachel Johnson providing remarks on the importance of the initiative.

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

City Manager Talyn Mirzakhanian requested that the City Council continue General Business Item No. 9 to the Regular City Council Meeting of December 16, 2025.

A motion was made by Mayor Pro Tem Franklin, seconded by Councilmember Tarnay, to approve the agenda, with the exception of continuing General Business Agenda Item No. 9 to the City Council Regular Meeting of December 16, 2025, and to waive full reading of ordinances. The motion carried by the following vote:

Aye: 5 - Lesser, Franklin, Tarnay, Charelian and Howorth

Nay: 0

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

Waste Management Recycling Education Representative Bobby Bell announced the annual holiday shoe donation drive in partnership with the Manhattan Beach Unified School District. A donation box will be placed in front of each school from December 10 to December 18, 2025. He also shared the sad news of the passing of former City employee Yuri Botelho and asked everyone to keep his wife, son, family, and friends in their thoughts and prayers.

Library Manager Cassandra Sargent announced that new furniture will be installed at the library next week, and the facility will be closed to the public from Sunday, December 7 through Tuesday, December 9, 2025. However, library staff will be available on Monday, December 8, and Tuesday, December 9, to provide sidewalk service for hold pickups and other assistance. The library is scheduled to reopen on Wednesday, December 10, 2025, and responded to City Council questions.

Judy Castongia, representing Trinity Lutheran Church of Manhattan Beach, invited the community to attend a staged reading of "It's a Wonderful Life" on Saturday, December 13, 2025, at 7:00 PM, and Sunday, December 14, 2025, at 12:00 PM.

City Manager Talyn Mirzakhian provided an update on the City's Sepulveda Boulevard safety initiatives. In response to recent tragedies, the City has partnered with Caltrans and holds tri-weekly meetings to expedite safety evaluations. Efforts include pedestrian improvements, such as crosswalks and visibility, traffic circulation changes, and public education campaigns. The Police Department has increased enforcement along Sepulveda Boulevard, and staff have met with the Live Like Braun Foundation to support its mission of promoting pedestrian safety. The City Manager also responded to City Council questions.

Mayor Pro Tem Franklin announced that he will serve as the City Council representative for the 33rd Annual Beach Cities Toy Drive, a joint effort between Hermosa Beach and Manhattan Beach, taking place at the Joslyn Community Center on December 20, 2025, beginning at 11:00 AM. He encouraged the community to donate unwrapped toys and welcomed volunteers to participate in the gift-wrapping party.

Councilmember Charelian announced that he served as the Manhattan Beach Little League Commissioner last year and will continue in that role this year. He reminded families to register their children, noting that registration will be open from December 12 through December 31, 2025. He also shared that the Little League parade is returning this year for the first time since the COVID-19 pandemic and expressed his excitement to see the children participate.

Mayor Lesser announced that the next Coffee with the Mayor will be held at Metlox Plaza on Friday, December 5, 2025, from 9:00 AM to 10:00 AM.

G. PUBLIC COMMENTS (3 MINUTES PER PERSON)

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

Lida Sandera - 26th Street vegetation and trees

Ami Wuschnig - Manhattan Avenue driveway parking citations (PowerPoint Presentation provided)

Patrick Shields - Manhattan Avenue driveway parking citations (PowerPoint Presentation provided)

Steve Navarro - Manhattan Avenue driveway parking citations (PowerPoint Presentation provided)

Todd Wuschnig - Manhattan Avenue driveway parking citations (PowerPoint Presentation provided)

Christine Navarro - Manhattan Avenue driveway parking citations (did not speak) Philip Wah - Tree Section permit parking and ROD project notifications

Steve Packwood - Residential Overlay District process

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

City Manager Talyn Mirzakhanian and Police Chief Rachel Johnson responded to City Council questions.

H. CONSENT CALENDAR (APPROVE)

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

Aye: 5 - Lesser, Franklin, Tarnay, Charelian and Howorth

Nay: 0

Mayor Lesser recognized Eagle Scout Aaron Tse Hou Sung from the Manhattan Beach Troop 849, who recently received approval for their Eagle Scout project to replace the mile markers along Veterans Parkway.

3. City Council Minutes: [25-0559](#)

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

- a) City Council Adjourned Regular Meeting Minutes (City Parking Management Strategies) of November 3, 2025
- b) City Council Adjourned Regular Meeting Minutes of November 18, 2025
- c) City Council Regular Meeting Minutes of November 18, 2025
- d) City Council Adjourned Regular Meeting Minutes of November 24, 2025

(No Budget Impact) (City Clerk Tamura).

APPROVE

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

4. [25-0555](#)

Consideration of a Second Reading and Adoption of Ordinance No. 25-0013, Amending Sections of the Manhattan Beach Municipal Code and the Manhattan Beach Local Coastal Program Related to the Long-Term Outdoor Dining Program Development (No Budget Impact) (Community Development Director Alkire).

A) ADOPT ORDINANCE NO. 25-0013

B) ADOPT RESOLUTION NOS. 25-0140 AND 25-0141

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

5. [25-0458](#)

Consideration of a Resolution Approving Amendment No. 1 to the Professional Design Services Agreement with Rubio Medina, Architect, for \$153,482 for the Manhattan Heights Park Restroom Building Rehabilitation Project, for a Total Not-to-Exceed Amount of \$228,062. (Budgeted) (Interim Public Works Director Semaan).

ADOPT RESOLUTION NO. 25-0133

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

6. Consideration of an Appropriation and Matching Revenue Adjustment of \$199,972 from the Grants Fund for the Allocated Community Development Block Grant Funding for the Cycle 4 Americans with Disability Act Ramps Project (Partially Budgeted) (Interim Public Works Director Semaan). [25-0469](#)
- A) APPROVE**
- B) APPROPRIATE FUNDS**

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

7. Consideration of Eagle Scout Service Project - Installation of Manhattan Beach Greenbelt Mile Markers (No Budget Impact) (Interim Public Works Director Semaan and Parks and Recreation Director Leyman). [25-0546](#)
- APPROVE**

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

I. ITEMS REMOVED FROM THE CONSENT CALENDAR

None.

J. PUBLIC HEARINGS

None.

K. GENERAL BUSINESS

8. Consideration of a Resolution to Establish a Tree Section Residential Permit Parking Program in the Neighborhood West of Sepulveda Boulevard between Manhattan Beach Boulevard and 33rd Street (No Budget Impact) (Community Development Director Alkire)

[25-0400](#)

(Estimated Time: 1 Hr.)

ADOPT RESOLUTION NO. 25-0139

Mayor Pro Tem Franklin announced that he would recuse himself from participating in the item as he lives in the tree section residential area being considered.

City Attorney Quinn Barrow stated that while it is unclear whether a conflict of interest exists, out of an abundance of caution, Mayor Pro Tem Franklin will recuse himself and leave the City Council Chambers.

At 6:50 PM, Mayor Pro Tem Franklin left the dais.

Mayor Lesser reminded the public that Agenda Item No. 9, Consideration of Resolutions Awarding a Construction Agreement to Zusser Company, Inc. in the Amount of \$27,839,691, including Contingency; Approving the Professional Services Agreement with Transtech Engineers, Inc. in the Amount of \$1,095,755 for Construction Management and Inspection Services; and Approving Amendment No.2 to the Professional Services Agreement with CWE in the Amount of \$521,380 for Additional Design Services for the 28th Street Stormwater Infiltration Project, has been continued to the December 16, 2025, City Council Regular Meeting.

Community Development Director Masa Alkire introduced Traffic Engineer Erik Zandvliet.

Traffic Engineer Zandvliet provided the PowerPoint presentation and responded to City Council questions.

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

*Ed Duffy
Marilynn Holcomb
Dean Schneider
Hildy Stern
Steve Packwood
Todd Cogan
Steve Alexander
Dale Eisenhower*

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

Traffic Engineer Zandvliet responded to City Council questions.

A motion was made by Councilmember Charelian, seconded by Councilmember Tarnay, to adopt Resolution No. 25-0139, establishing a tree section residential parking permit program in the neighborhood west of Sepulveda Boulevard between Manhattan Beach Boulevard and 33rd Street. The motion carried by the following vote:

Aye: 4 - Lesser, Tarnay, Charelian and Howorth

Nay: 0

Recuse: 1 - Franklin

At 7:31 PM, Mayor Pro Tem Franklin returned to the dais.

At 7:32 PM, the City Council recessed and reconvened at 7:46 PM with all City Councilmembers present.

9. Consideration of Resolutions Awarding a Construction Agreement to [25-0425](#)

Zusser Company, Inc. in the Amount of \$27,839,691, including Contingency; Approving the Professional Services Agreement with Transtech Engineers, Inc. in the Amount of \$1,095,755 for Construction Management and Inspection Services; and Approving Amendment No.2 to the Professional Services Agreement with CWE in the Amount of \$521,380 for Additional Design Services for the 28th Street Stormwater Infiltration Project (Budgeted) (Interim Public Works Director Semaan).

(Estimated Time: 1 Hr.)

ADOPT RESOLUTION NOS. 25-0135, 25-0136, AND 25-0137

During Item E. Approval of the Agenda, City Manager Talyn Mirzakhani requested that the City Council continue General Business Agenda Item No. 9 to the City Council Regular Meeting of December 16, 2025.

Mayor Lesser reminded the public that Agenda Item No. 9, Consideration of Resolutions Awarding a Construction Agreement to Zusser Company, Inc. in the Amount of \$27,839,691, including Contingency; Approving the Professional Services Agreement with Transtech Engineers, Inc. in the Amount of \$1,095,755 for Construction Management and Inspection Services; and Approving Amendment No.2 to the Professional Services Agreement with CWE in the Amount of \$521,380 for Additional Design Services for the 28th Street Stormwater Infiltration Project, has been continued to the December 16, 2025, City Council Regular Meeting.

10. Discussion of the City's Courtesy Noticing Policy for State Density Bonus and Residential Overlay District (ROD) Projects (Potential Budget Impact) (Community Development Director Alkire). [25-0532](#)

(Estimated Time: 30 Mins.)

DISCUSS AND PROVIDE DIRECTION

Community Development Director Masa Alkire introduced Planning Manager Adam Finestone who provided the PowerPoint presentation.

Planning Manager Finestone, Community Development Director Alkire, Communications and Civic Engagement Manager Alexandria Latragna and City Manager Talyn Mirzakhonian responded to City Council questions.

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

*Stefan Kampe
Steve Packwood
Philip Wah
Steve Alexander*

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

City Attorney Quinn Barrow and City Manager Mirzakhonian a responded to City Council questions.

A motion was made by Mayor Lesser, seconded by Councilmember Tarnay, to direct staff to revise the public notice policies for State Density Bonus Projects, including those located within the City's Residential Overlay District. Revisions include the use of language and a clear explanation of the project. Notices will also incorporate footnotes as needed, a link to the City's website, a QR code for quick access to additional information, the developer's name and contact information, and the names of the State Senate, State Assembly, and Governor. The notice will feature a clear designation at the top, such as "Informational Notice," and residents should be informed through the water utility billing that they can sign up for email notifications. Additionally, staff was directed to expand the notification radius to begin at 1,000 feet, implement push notifications through the City's Reach Manhattan Beach mobile app, and begin noticing residents at the Preliminary Planning Review Application stage to ensure early awareness of proposed projects. The motion carried by the following vote:

Aye: 5 - Lesser, Franklin, Tarnay, Charelian and Howorth

Nay: 0

11. Consideration of an Update to the Longstanding Local Business Award Program (Budgeted) (Finance Director Bretthauer).

[25-0549](#)

(Estimated Time: 30 Mins.)

DISCUSS AND PROVIDE DIRECTION

Finance Director Libby Bretthauer provided a brief statement and introduced Financial Services Manager Emy-Rose Hanna.

Financial Services Manager Hanna provided the PowerPoint presentation and responded to City Council questions.

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

Jill Lamkin

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

Finance Director Bretthauer and Financial Services Manager Hanna responded to City Council questions.

A motion was made by Councilmember Howorth, seconded by Councilmember Tarnay, to direct staff to continue the current Longstanding Local Business Award Program, including the addition of the three businesses being recognized for reaching the 75-year milestone and directed staff to collaborate with the Chamber of Commerce to develop a program and return to City Council with recognition options. The motion carried by the following vote:

Aye: 5 - Lesser, Franklin, Tarnay, Charelian and Howorth

Nay: 0

At 9:40 PM, the City Council recessed and reconvened at 9:48 PM with all City Councilmembers present.

12. Consideration of Community Opinion Survey Findings (No Budget Impact) (City Manager Mirzakhanian).

[25-0534](#)

(Estimated Time: 30 Min.)

DISCUSS AND PROVIDE DIRECTION

At 9:49 PM, a motion was made by Councilmember Charelian, seconded by Councilmember Tarnay, to extend the meeting time. The motion carried by the following vote:

Aye: 5 - Lesser, Franklin, Tarnay, Charelian and Howorth

Nay: 0

Communications and Civic Engagement Manager Alexandria Latragna provided a brief statement and introduced True North Research President Tim McLarney who provided the PowerPoint presentation.

True North Research President McLarney, Communications and Civic Engagement Manager Latragna, Finance Director Libby Bretthauer and City Manager Talyn Mirzakhanian responded to City Council questions.

Mayor Lesser opened the floor to public comments.

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

City Manager Mirzakhanian responded to City Council questions.

A motion was made by Councilmember Tarnay, seconded by Councilmember Charelian, to Receive and File the 2025 Community Opinion Survey findings. The motion carried by the following vote:

Aye: 5 - Lesser, Franklin, Tarnay, Charelian and Howorth

Nay: 0

L. CITY COUNCIL REQUESTS AND REPORTS INCLUDING AB 1234 REPORTS

13. City Council AB 1234 Reports.

[25-0574](#)

RECEIVE AND FILE

None.

14. Consideration of a Request by Mayor Lesser and Councilmember Charelian to Discuss Forming a Public Working Group to Recommend Enhancements for the City's Future Veterans Day Ceremonies (City Manager Mirzakhania).

[25-0572](#)

DISCUSS AND PROVIDE DIRECTION

Mayor Pro Tem Franklin 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 outlining the formation of a public working group to develop recommendations for enhancing the City's future Veterans Day Ceremonies, with those recommendations to be presented to the Parks and Recreation Commission.

M. FUTURE AGENDA ITEMS

Councilmember Charelian requested to agendaize a discussion to receive information on the Meter Holiday Bag program. Mayor Lesser concurred.

Mayor Lesser requested to agendaize a discussion to pursue an E-Bike Pilot program to allow for enhanced enforcement. Councilmember Howorth concurred.

Mayor Lesser requested to agendaize a discussion on reinstating the City Council assignments that designate Councilmembers as representatives to the Manhattan Beach Unified School District schools. Councilmember Howorth concurred.

N. CITY MANAGER REPORT

The City Manager Report was presented out of order during Community Announcements.

O. CITY ATTORNEY REPORT

None.

P. INFORMATIONAL ITEMS

15. Agenda Forecast (City Clerk Tamura).
INFORMATION ITEM ONLY

[25-0560](#)

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

16. This Item Contains the Finance Subcommittee Action Meeting Minutes of July 28, 2025 (Finance Director Bretthauer).

[25-0561](#)

INFORMATION ITEM ONLY

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

Q. CLOSED SESSION

None.

R. ADJOURNMENT

Mayor Lesser provided comments honoring former Manhattan Beach Engineering Technician I Yuri Botelho, followed by a moment of silence held by City Council in his memory.

At 11:05 PM, Mayor Lesser adjourned the meeting to the December 9, 2025, Adjourned Regular City Council Meeting at 4:30 PM.

Breana Contreras
Recording Secretary

David Lesser
Mayor

ATTEST:

Liza Tamura
City Clerk