

City of Manhattan Beach

1400 Highland Avenue
Manhattan Beach, CA 90266



Meeting Minutes - Draft

Tuesday, November 19, 2024

6:00 PM

Regular Meeting

City Council Chambers and Zoom

City Council Regular Meeting

ELECTED OFFICIALS

Mayor Amy Howorth

Mayor Pro Tem David Lesser

Councilmember Steve Napolitano

Councilmember Richard Montgomery

Councilmember Joe Franklin

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A. CALL MEETING TO ORDER

Mayor Howorth called the meeting to order.

B. PLEDGE TO THE FLAG

Councilmember Napolitano led the Pledge of Allegiance.

C. ROLL CALL

Roll Call led by City Clerk Liza Tamura.

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

D. CEREMONIAL CALENDAR

None.

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

A motion was made by Councilmember Montgomery, seconded by Mayor Pro Tem Lesser, to approve the agenda as amended, to pull Agenda Item Nos. 4, 5 and 8 from the Consent Calendar for individual consideration, and waive full reading of ordinances. The motion carried by the following vote:

Aye: 5 - Howorth, Lesser, Napolitano, Montgomery, and Franklin

Nay: 0

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

Library Manager Josh Murray invited the community to DINOvember Dinosaur Magic Show on November 20, 2024, from 3:00-4:00 PM.

Recreation Supervisor Michael Hudak invited the community to the Holiday Open House and Pier Lighting Event on November 20, 2024, starting at 5:00 PM; and announced a Pickleball Tournament will take place from November 29 through December 1, 2024.

Waste Management Recycling Education Representative Bobby Bell provided information about the 'At Your Door Service' offered by WM; and announced that Christmas tree pickup will take place the week after Christmas on your regular trash day. Trees should be free of stands, ornaments, or any decorations.

On behalf of the Manhattan Beach Chamber of Commerce, Bobby Bell announced Kinecta Federal Credit Union's Holiday Mixer Extravaganza at Manhattan Village Mall on December 2, 2024, from 5:30-7:30 PM; and announced the North Manhattan Beach Holiday Stroll in North Manhattan Beach on December 5, 2024, from 5:00-9:00 PM.

Manhattan Beach Downtown Business and Professional Association Executive Director Jill Lamkin announced the Holiday Open House and Pier Lighting Event on November 20, 2024, starting at 5:00 PM, and encouraged everyone to attend.

Councilmember Montgomery announced that the Beach Cities Annual Toy Drive will be held in Hermosa Beach on December 21, 2024, at 11:00 AM.

G. PUBLIC COMMENTS (3 MINUTES PER PERSON)

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

*Rita Crabtree-Kampe
Unknown Speaker*

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

H. CONSENT CALENDAR (APPROVE)

A motion was made by Mayor Pro Tem Lesser, seconded by Councilmember Franklin, to approve the Consent Calendar with Agenda Item Nos. 4, 5 and 8 being removed to be heard under Section I - Items Removed From the Consent Calendar. The motion carried by the following vote:

1. City Council Minutes: [24-0356](#)

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

- a) City Council Adjourned Regular Meeting Minutes of November 6, 2024
- b) City Council Adjourned Regular Meeting Minutes (Regular Meeting) of November 6, 2024 (City Clerk Tamura).

APPROVE

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

2. Financial Report: [24-0386](#)

- a) Schedule of Demands: October 2024
- b) Investment Portfolio Report: September 2024 (Interim Finance Director Jones).

ACCEPT REPORT AND DEMANDS

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

3. Consideration of Awarding RFP No. 1328-25 and Adopting a Resolution [24-0270](#)

Approving an Agreement with Harbor Interfaith Services Inc. for Homeless Outreach and Housing Navigation Services (City Manager Mirzakhaniyan).

ADOPT RESOLUTION NO. 24-0126

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

4. Consideration of Accepting the Resignation from Parking and Public [24-0408](#)

Improvements Commissioner Becker, Declaring Vacant the Parking and Public Improvements Commission Seat No. 2 (Business Community Seat), and Directing the City Clerk to Conduct Public Outreach for the Vacant Parking and Public Improvements Commission Seat No. 2 (Business Community Seat) (City Clerk Tamura).

A) ACCEPT RESIGNATION**B) DECLARE VACANCY****C) DIRECT THE CITY CLERK TO CONDUCT PUBLIC OUTREACH**

This item was removed from the Consent Calendar and heard under Section I - Items Removed from the Consent Calendar.

5. Consideration of a Resolution Approving a Three-Year Agreement with Hinderliter de Llamas & Associates for Business Licensing Software and Related Services, with Two Optional One-Year Extensions (Interim Finance Director Jones). [24-0399](#)
- A) WAIVE FORMAL BIDDING DUE TO COOPERATIVE PURCHASING**
- B) ADOPT RESOLUTION NO. 24-0127**
- C) AUTHORIZE THE CITY MANAGER TO EXECUTE TWO OPTIONAL ONE-YEAR EXTENSIONS**
- This item was removed from the Consent Calendar and heard under Section I - Items Removed from the Consent Calendar.
6. Consideration of a Resolution Approving a Comprehensive Citywide Salary Schedule for all City Positions (Human Resources Director Jenkins). [24-0323](#)
- ADOPT RESOLUTION NO. 24-0111**
- The recommendation for this item was approved on the Consent Calendar.
7. Second Reading and Adoption of an Ordinance to Establish Applicable Regulations Regarding Drinking Water System Cross-Connection Controls (Public Works Director Lee). [24-0035](#)
- ADOPT ORDINANCE NO. 24-0004**
- The recommendation for this item was approved on the Consent Calendar.
8. Consideration of a Resolution Authorizing a Memorandum of Understanding (MOU) Between the Cities of Manhattan Beach, Hermosa Beach, Redondo Beach, and Torrance, Regarding the Implementation of the Beach Cities Green Streets Project (Public Works Director Lee). [24-0255](#)
- ADOPT RESOLUTION 24-0128**
- This item was removed from the Consent Calendar and heard under Section I - Items Removed from the Consent Calendar.
9. Lot 3 Parking Structure Local Emergency Update (Public Works Director Lee). [24-0344](#)
- A) DETERMINE THAT THERE IS A NEED TO CONTINUE THE EMERGENCY ACTION**
- B) ADOPT RESOLUTION NO. 24-0130**
- C) APPROPRIATE FUNDS**
- The recommendation for this item was approved on the Consent Calendar.

I. ITEMS REMOVED FROM THE CONSENT CALENDAR

- 4. Consideration of Accepting the Resignation from Parking and Public Improvements Commissioner Becker, Declaring Vacant the Parking and Public Improvements Commission Seat No. 2 (Business Community Seat), and Directing the City Clerk to Conduct Public Outreach for the Vacant Parking and Public Improvements Commission Seat No. 2 (Business Community Seat) (City Clerk Tamura). [24-0408](#)
 - A) ACCEPT RESIGNATION**
 - B) DECLARE VACANCY**
 - C) DIRECT THE CITY CLERK TO CONDUCT PUBLIC OUTREACH**

Councilmember Napolitano provided that he pulled the item to discuss the possibility of designating this as a Member At-Large Seat instead of a Business Community Seat, as it has been difficult to fill.

City Clerk Liza Tamura and City Attorney Quinn Barrow responded to City Council questions.

Mayor Howorth opened the floor to public comments.

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

A motion was made by Councilmember Napolitano, seconded by Councilmember Montgomery, to accept the resignation, declare Business Community Seat No. 2 vacant, and direct staff to present options for filling Seat No. 2. The motion carried by the following vote:

Aye: 5 - Howorth, Lesser, Napolitano, Montgomery, and Franklin

Nay: 0

- 5. Consideration of a Resolution Approving a Three-Year Agreement with Hinderliter de Llamas & Associates for Business Licensing Software and Related Services, with Two Optional One-Year Extensions (Interim Finance Director Jones).

[24-0399](#)

- A) **WAIVE FORMAL BIDDING DUE TO COOPERATIVE PURCHASING**
- B) **ADOPT RESOLUTION NO. 24-0127**
- C) **AUTHORIZE THE CITY MANAGER TO EXECUTE TWO OPTIONAL ONE-YEAR EXTENSIONS**

Councilmember Napolitano provided that he pulled the item to give the City Council an opportunity to consider staff's recommendation.

Financial Services Manager Libby Bretthauer, Information Technology Director Miguel Guardado and Interim Finance Director Onyx Jones responded to City Council questions.

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

*Stefan Kampe
Jill Lamkin
Steve Charelian*

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

Interim Finance Director Jones, Financial Services Manager Bretthauer, Information Technology Director Guardado, and Revenue Services Supervisor Emy-Rose Hanna responded to City Council questions.

A motion was made by Mayor Howorth, seconded by Councilmember Franklin, to adopt Resolution No. 24-0127, a Resolution of the Manhattan Beach City Council approving an agreement between the City of Manhattan Beach and Hinderliter de Llamas & Associates for Business License Software and related services. The motion carried by the following vote:

Aye: 5 - Howorth, Lesser, Napolitano, Montgomery, and Franklin

Nay: 0

- 8. Consideration of a Resolution Authorizing a Memorandum of Understanding (MOU) Between the Cities of Manhattan Beach, Hermosa Beach, Redondo Beach, and Torrance, Regarding the Implementation of the Beach Cities Green Streets Project (Public Works Director Lee).

[24-0255](#)

ADOPT RESOLUTION 24-0128

Councilmember Napolitano provided that he pulled the item to give the City Council an opportunity to consider staff's recommendation.

Public Works Director Erick Lee and Principal Civil Engineer Jeff Fijalka responded to City Council questions.

Mayor Howorth opened the floor to public comments.

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

A motion was made by Councilmember Napolitano, seconded by Councilmember Montgomery, to adopt Resolution No. 24-0128, a Resolution of the Manhattan Beach City Council approving a Memorandum of Understanding between the Cities of Manhattan Beach, Torrance, Redondo Beach and Hermosa Beach for the Beach Cities Green Streets Project. The motion carried by the following vote:

Aye: 5 - Howorth, Lesser, Napolitano, Montgomery, and Franklin

Nay: 0

J. PUBLIC HEARINGS

None.

K. GENERAL BUSINESS

- 10.** Fiscal Year 2024-2025 First Quarter Budget Update (Interim Finance Director Jones).

[24-0395](#)

(Estimated Time: 15 Mins.)

A) RECEIVE REPORT**B) APPROPRIATE FUNDS**

Interim Finance Director Onyx Jones introduced Financial Controller Julie Bondarchuk who provided the PowerPoint presentation.

Financial Controller Bondarchuk introduced Financial Services Manager Libby Bretthauer who continued with the PowerPoint presentation.

Public Works Director Erick Lee responded to City Council questions.

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

Steve Charelian

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

Interim Finance Director Jones, City Manager Talyn Mirzakhian and Traffic Engineer Erik Zandvliet responded to City Council questions.

A motion was made by Councilmember Franklin, seconded by Councilmember Montgomery, to receive the report and appropriate funds. The motion carried by the following vote:

Aye: 5 - Howorth, Lesser, Montgomery, Napolitano and Franklin

Nay: 0

At 7:35 PM, the City Council recessed and reconvened at 7:49 PM with all City Councilmembers present.

11. Consideration of a Request from Sunrise Senior Living to Utilize Tax-Exempt Bond Financing for the Approved Project at 250, 350, and 400 North Sepulveda Boulevard (Interim Finance Director Jones).
(Estimated Time: 30 Mins.)

[24-0424](#)

- A) **DISCUSS AND PROVIDE DIRECTION**
- B) **CONSIDER ADOPTING RESOLUTION NO. 24-0129**

Interim Finance Director Onyx Jones provided the staff presentation.

Interim Finance Director Onyx Jones and City Manager Talyn Mirzakhian responded to City Council questions.

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

*Stefan Kampe
Rite Crabtree-Kampe
Chas Cardall
Philip Kroskin*

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

A motion was made by Mayor Howorth, seconded by Councilmember Franklin, to adopt Resolution No. 24-0129, a Resolution of the City Council of the City of Manhattan Beach approving the issuance of the California Public Finance Authority Senior Living Rental Housing Revenue Bonds, Series 2024 (Sunrise Manhattan Beach) in an aggregate principal amount not-to-exceed \$145,000,000 for the purpose of financing the acquisition, construction, expansion, remodeling, renovation, furnishing and equipping of a senior living rental housing facility and other related and appurtenant facilities, and certain other matters relating thereto. The motion carried by the following vote:

Aye: 4 - Howorth, Lesser, Montgomery and Franklin

Nay: 1 - Napolitano

- 12. Discussion of Options to Upgrade an American with Disabilities Act (ADA) Parking Space Near the Catalina Classic Sculpture and a Potential Fiscal Appropriation Needed for the Project (Public Works Director Lee).

[24-0230](#)

(Estimated Time: 15 Mins.)

- A) DISCUSS AND PROVIDE DIRECTION**
- B) APPROPRIATE FUNDS IF APPROVED**

Public Works Director Erick Lee introduced City Engineer Katie Doherty who provided the PowerPoint presentation.

City Engineer Doherty, City Attorney Quinn Barrow, Building Official Ryan Heise, Principal Civil Engineer Jeff Fijalka and City Manager Talyn Mirzakharian responded to City Council questions.

Mayor Howorth opened the floor to public comments.

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

City Engineer Doherty responded to City Council questions.

A motion was made by Councilmember Montgomery, seconded by Councilmember Franklin, to direct staff to include the item as part of an annual project and to cover the additional costs, ranging from \$30,000 to no more than \$50,000. The motion carried by the following vote:

Aye: 5 - Howorth, Lesser, Napolitano, Montgomery, and Franklin

Nay: 0

13. Consideration of a Moratorium on Enforcement of the Refuse Enclosure Ordinance (Public Works Director Lee). [24-0366](#)

(Estimated Time: 1 Hr.)

DISCUSS AND PROVIDE DIRECTION

Public Works Director Erick Lee provided the PowerPoint presentation.

City Manager Talyn Mirzakhian, Waste Management Recycling Education Representative Bobby Bell, Building Official Ryan Heise, Senior Management Analyst Anna Luke-Jones and Public Works Director Lee responded to City Council questions.

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

*Stefan Kampe
Unknown Speaker
Michael Zislis
Mike Sims
Kyle Ransford
Jill Lamkin*

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

City Attorney Quinn Barrow and Public Works Director Lee responded to City Council questions.

A motion was made by Councilmember Napolitano, seconded by Councilmember Montgomery, to direct staff to return with proposals at a future City Council meeting after consulting with the business community. The motion carried by the following vote:

Aye: 5 - Howorth, Lesser, Montgomery, Napolitano and Franklin

Nay: 0

City Attorney Barrow that sought Council direction as to whether to extend the deadline for Brewco to install its trash enclosure, currently December 31, 2024, or forfeit \$100,000. The City Council directed staff to extend the deadline.

14. Downtown Business Professionals Association's Request to Change the Start Time of the Manhattan Avenue Closures for the Holiday Fireworks Event (Police Chief Johnson). [24-0428](#)

(Estimated Time: 15 Mins.)

DISCUSS AND PROVIDE DIRECTION

Police Captain Andrew Enriquez provided the staff presentation and responded to City Council questions.

Mayor Howorth opened the floor to public comments.

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

A motion was made by Councilmember Napolitano, seconded by Mayor Howorth, to extend Manhattan Avenue between 11th and 12th Streets and to change the start time from 1:00 PM to 2:00 PM. The motion carried by the following vote:

Aye: 5 - Howorth, Lesser, Napolitano, Montgomery, and Franklin

Nay: 0

L. CITY COUNCIL REQUESTS AND REPORTS INCLUDING AB 1234 REPORTS

15. City Council AB 1234 Reports. [24-0404](#)
RECEIVE AND FILE

Councilmember Montgomery provided that he attended the National League of Cities Conference, where he highlighted the growing use of AI for City Officials across the United States, particularly in the East; and mentioned that cities are testing drones and air taxis on a trial basis.

16. Consideration of a Request by Councilmember Napolitano and Councilmember Montgomery to Discuss a White Paper Providing Facts Regarding Staff Salaries in Comparison to Other Cities (City Manager Mirzakhaniyan). [24-0425](#)

DISCUSS AND PROVIDE DIRECTION

Mayor Howorth provided that she would be the third vote in order to have the item return on a future agenda.

The City Council directed staff to consult with an outside vendor to prepare the item and return with several firm options for consideration.

17. Consideration of a Request by Councilmember Franklin and Councilmember Montgomery to Consider Options regarding Title 7 Encroachment Standards, Specifically the 42-inch Maximum Landscaping Height Requirement on the Walk Street connecting 26th Street to Grandview Avenue (City Manager Mirzakhonian). [24-0427](#)
DISCUSS AND PROVIDE DIRECTION

There was no third vote from the City Council to place the item on a future agenda.

City Manager Talyn Mirzakhonian provided that without a third vote, the applicant would proceed with the encroachment process currently offered to them.

M. FUTURE AGENDA ITEMS

Mayor Pro Tem Lesser requested to agendize a discussion to consider whether a designated Business Community Seat should continue on the Parking and Public Improvements Commission. Councilmember Montgomery and Councilmember Napolitano concurred.

N. CITY MANAGER REPORT

None.

O. CITY ATTORNEY REPORT

None.

P. INFORMATIONAL ITEMS

18. Agenda Forecast (City Clerk Tamura). [24-0163](#)
INFORMATION ITEM ONLY

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

19. Recent Planning Commission Quasi-Judicial Decisions: [24-0426](#)

- a) Consideration of a Master Use Permit to Replace an Existing Use Permit and Variance for an Existing Commercial Property Located at 1129 N. Sepulveda Boulevard (Wells Fargo) and 1039 Manhattan Beach Boulevard (Vacant Pad). The Request is to Modify Conditions of Approval Related to Permitted Land Uses on the Property to Allow Medical Office Uses and Restaurant Uses with Beer and Wine Service; and
- b) Consideration of a Coastal Development Permit, Use Permit, and Vesting Tentative Parcel Map for Construction of a New 3,826 Square-Foot Multi-Family Residential Condominium Structure with Three Units Located at 1315 Manhattan Avenue (Acting Community Development Director Heise).

INFORMATION ITEM ONLY

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

Q. CLOSED SESSION

At 9:49 PM, the City Council recessed from the regular meeting and reconvened to the 4:30 PM continued Closed Session with all City Councilmembers present.

R. ADJOURNMENT

At 10:00 PM, Mayor Howorth adjourned the Closed Session and reconvened to the regular meeting with all City Councilmembers present; and adjourned the regular meeting to 4:30 PM on December 3, 2024.

Breana Contreras
Recording Secretary

Amy Howorth
Mayor

ATTEST:

Liza Tamura
City Clerk