

# City of Manhattan Beach

*1400 Highland Avenue  
Manhattan Beach, CA 90266*



## Meeting Minutes - Draft

**Wednesday, November 6, 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**

*Nicholas Bellinaso of Meadows Elementary School led the Pledge of Allegiance.*

**C. ROLL CALL**

*Roll Call led by City Clerk Liza Tamura.*

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

**D. CEREMONIAL CALENDAR**

1. Presentation of Certificates of Recognition to the 2024 Fire Department Annual "Home Escape Plan" Contest Winners. [24-0389](#)

*(Estimated Time: 10 Mins.)*

**PRESENT**

*On behalf of the City Council, Mayor Howorth, Fire Marshal Kevin Shin and Senior Fire Inspector Suzy Contreras, presented Certificates of Recognition to the following winners of the 2024 Fire Department Annual "Home Escape Plan" Contest:*

*Billie Jordan - American Martyrs Catholic School  
Elle Locke - Grand View Elementary School  
Penelope DeLeon - Pennekamp Elementary School  
Greta Weiss - Robinson Elementary School*

*Unable to attend:*

*Ayla Mistler - Meadows Elementary School  
Myla Ran - Pacific Elementary School*

2. Presentation of Certificates of Recognition to the Hometown Fair Board for their Time and Commitment to the Success of the 52nd Annual Hometown. [24-0390](#)

(Estimated Time: 10 Mins.)

**PRESENT**

*Ceremonial Item number 2 occurred after Ceremonial Item number 3.*

3. Presentation of a Proclamation Declaring November 30, 2024, as Small Business Saturday. [24-0411](#)

(Estimated Time: 5 Mins.)

**PRESENT**

*On behalf of the City Council, Mayor Howorth presented a Proclamation declaring November 30, 2024, as Small Business Saturday.*

*Mayor Howorth introduced Manhattan Beach Downtown Business and Professional Association Executive Director Jill Lamkin and CEO and President of the Manhattan Beach Chamber of Commerce David Archer who provided a brief presentation about "Small Business Saturday" scheduled for November 30, 2024.*

2. Presentation of Certificates of Recognition to the Hometown Fair Board for their Time and Commitment to the Success of the 52nd Annual Hometown.

[24-0390](#)

(Estimated Time: 10 Mins.)

**PRESENT**

*On behalf of the City Council, Mayor Howorth presented Certificates of Recognition to the following Manhattan Beach Hometown Fair Board members for their time and commitment to the success of the 52nd Annual Hometown Fair:*

*Dana Taylor Old, President  
Wayne Bush, Vice President and Director of Beer Garden  
Jeanna Harkenrider, Treasurer  
Karen Tokashiki, Secretary and City Services  
Tamarie Cuneo, Director of Arts and Crafts and Member at Large  
Kari Carpino, Director of Merchandise  
Kim Edwards, Director of Information Booth, Community Place and Civic Corner  
Mark Finley, Director of Main Stage  
Nikol Fisher, Director of Marketing and Communications  
Robin Geisen, Director of Dietz Stage  
Bruce Greenspon, Director of Traffic and Safety  
Alex Haglund, Director of Food  
Robert Manriquez, Director of Environmental and Radio Services  
Joe Marcy, Director of Recruiting and Volunteers  
Val Pagett, Director of Games  
Nicky Quinn, Director of Kid Country  
Ryan Shaw, Director of Community Relations  
Kimi Thompson, Director of Food  
Joe Touch, Director of Community Showcase  
Erin Freeman, Director of Wine Garden*

4. Presentation of a Proclamation Declaring November 4 -11, 2024, as Veterans Appreciation Week.

[24-0410](#)

(Estimated Time: 5 Mins.)

**PRESENT**

*On behalf of the City Council, Mayor Howorth presented a Proclamation declaring November 4 through 11, 2024, as Veterans Appreciation Week.*

*Mayor Howorth requested that all Veterans in the audience stand up to be recognized for their service.*

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

A motion was made by Councilmember Franklin, seconded by Councilmember Montgomery, to approve the agenda 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)**

*Rotary Club Member Scott Yanofsky announced the 5th Annual VetFest, taking place at Kinecta, located at 1440 Rosecrans Avenue, on November 9, 2024, from 12:00 - 5:00 PM.*

*Library Manager Josh Murray reminded the community that the library will be closed on November 11, 2024, in honor of Veterans Day, will reopen on November 12, 2024; and invited the community to their Speaker Series featuring Cory Richards, Alpinist, Photographer, and Author on November 16, 2024, at 2:00 PM.*

*Manhattan Beach Chamber of Commerce David Archer announced the following events: Women's Summit at Shade Hotel on November 8, 2024, at 9:00 AM; Holiday Mixer Extravaganza at Manhattan Village on December 2, 2024; and the North End Holiday Stroll in North End Manhattan Beach on December 5, 2024.*

*Waste Management Recycling Education Representative Bobby Bell provided an update regarding their last Paper Shredding event at Mira Costa High School; and provided information regarding organic waste.*

*Recreational Supervisor Kelsey Ransom invited the community to the 27th Annual Veterans Day Ceremony at Veterans Parkway on November 11, 2024, from 11:00 - 12:00 PM.*

*Manhattan Beach Downtown Business and Professional Association Executive Director Jill Lamkin invited the community to the "Holiday Open House and Pier Lighting" on November 20, 2024, starting at 5:00 PM, with the pier lighting scheduled at 7:00 PM; announced that volunteer opportunities are available to assist with all of their events; and shared details about the "Beach Cities Toy Drive" in Hermosa Beach on December 21, 2024.*

*Councilmember Montgomery provided an update on Measure MMB for the City of Manhattan Beach and Measure RLS for the Manhattan Beach Unified School District; and stated that confirmation from Los Angeles County is expected by December 17, 2024.*

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

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

*Jill Lamkin  
Steve Charelian*

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

**H. CONSENT CALENDAR (APPROVE)**

**A motion was made to approve the Consent Calendar. The motion carried by the following vote:**

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

**Nay:** 0

**5. City Council Minutes: [24-0391](#)**

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

- a) City Council Adjourned Regular Meeting Minutes of October 7, 2024
- b) City Council Adjourned Regular Meeting Minutes of October 14, 2024
- c) City Council Adjourned Regular Meeting Minutes of October 15, 2024
- d) City Council Regular Meeting Minutes of October 15, 2024
- e) City Council Adjourned Regular Meeting Minutes of October 24, 2024  
(City Clerk Tamura).

**APPROVE**

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

**6. Declaration of Proclamations for the Following: [24-0392](#)**

- a) November 16, 2024, as International Day for Tolerance
- b) November 2024, as National Family Caregivers Month
- c) November 2024, as National Native American Heritage Month
- d) November 2024, as Family Court Awareness Month

**PROCLAIM**

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

**7. Update on the Revised North Manhattan Beach Business Improvement [24-0382](#)**

District Advisory Board Bylaws (Acting City Manager Mirzakhaniah).

**RECEIVE AND FILE**

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

8. Consideration of a Resolution Awarding Canon Solutions America, Inc., [24-0397](#)  
Approving Five-Year Lease and Maintenance/Support Services  
Agreements for Multifunction (Copy, Scan, Print, Fax) Machines with an  
Estimated Value of \$155,000 Annually (Interim Finance Director Jones).  
**A) WAIVE FORMAL BIDDING DUE TO COOPERATIVE PURCHASING**  
**B) ADOPT RESOLUTION NO. 24-0116**

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

9. Consideration of Increasing the Fee Waiver Amount Associated with [24-0359](#)  
Legacy Event, "North Manhattan Beach Business Improvement District  
Holiday Stroll," Scheduled for December 5, 2024, by \$5,707 (Parks and  
Recreation Director Leyman).  
**APPROVE**

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

10. Consideration of Resolutions Awarding a Construction Agreement to [24-0065](#)  
Myers & Sons Construction, LLC for the Voorhees Sewer Lift Station  
Improvements Project for \$4,391,992, Including Contingency; Approving  
the Professional Services Agreement with Butier Engineering, Inc. for  
\$548,140 for Construction Management and Inspection Services;  
Re-Appropriating \$710,000 in the Sewer Fund to the Project; Approving  
Plans and Specifications; and Making a Determination that the Project  
Qualifies for a Categorical Exemption Pursuant to Section 15302 Class 2  
of the State CEQA Guidelines (Public Works Director Lee).  
**A) ADOPT RESOLUTION NOS. 24-0119 AND 24-0120**  
**B) APPROVE RE-APPROPRIATION OF FUNDS**  
**C) MAKE DETERMINATION OF EXEMPTION PURSUANT TO**  
**CEQA**

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

11. Consideration of a Resolution Approving a Transfer Agreement with the [24-0318](#)  
Los Angeles County Flood Control District for the Disbursement of Local  
Return Funds from the Safe Clean Water Municipal Program, Also  
Known as Measure W (Public Works Director Lee).  
**ADOPT RESOLUTION NO. 24-0121**

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

12. Consideration of Resolutions Approving Amendment No. 3 to the Funding Agreement Between the Los Angeles County Metropolitan Transportation Authority and the City of Manhattan Beach for Additional Measure M Grant Funds for the Manhattan Beach Advanced Traffic Signal System Project in the Amount of \$4,963,000 and Amendment No. 2 to the Design Services Agreement with DKS Associates, Inc. for Engineering Services During Construction of the Project in the Amount of \$279,615, and Finding the Project Categorically Exempt from CEQA (Public Works Director Lee).

[24-0357](#)

**A) ADOPT RESOLUTION NOS. 24-0122 AND 24-0123**

**B) FIND THE PROJECT EXEMPT FROM CEQA**

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**

13. Consideration of a Resolution Appointing Talyn Mirzakhianian as City Manager and Approving an Employment Agreement (City Attorney Quinn Barrow and Human Resources Director Jenkins).

[24-0409](#)

(Estimated Time: 5 Mins.)

**ADOPT RESOLUTION NO. 24-0125**

*City Attorney Quinn Barrow stated that the staff report has been publicly available to the public and City Council since the prior week.*

*Mayor Howorth announced to the community that after a comprehensive search, the City Council has placed this item on the agenda to consider appointing Talyn Mirzakhianian. Each of the councilmembers expressed their support for the selection process and, after the lengthy process, how clearly Ms. Mizakhianian is the best choice.*

*Mayor Howorth announced Ms. Mirzakhianian's comprehensive employment agreement along with a link to our executive compensation plan, which together outline all details regarding her compensation and benefits, are accessible via the staff report for this item. Additionally, Per Government Code 54953, she announced an oral report which includes her salary and compensation paid in the form of fringe benefits. Her starting annual salary will be \$285,000, there will be a 6% City Contribution to deferred compensation, and the City will provide other benefits that are provided to executive management employees, including CalPERS retirement and the same retiree medical benefits, a City contribution to medical insurance equivalent to 95% of the premium costs, other insurance benefits including dental, vision, life and long term disability insurance, an annual vacation accrual of 280 hours annually with an option for an annual leave cashout, a vehicle allowance of \$400 per month, and participation in other benefits provided to other employees.*

*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. 24-0125, a resolution of the Manhattan Beach City Council appointing Talyn Mirzakhianian as City Manager and approving an employment agreement with Talyn Mirzakhianian. The motion carried by the following vote:**

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

**Nay:** 0

*Acting City Manager Talyn Mirzakhianian expressed her gratitude for the opportunity to step into the role of City Manager and serve this wonderful community.*

14. Discussion of Options for Changing the Start Time of the Street Closures for the Holiday Fireworks Event (Police Chief Johnson).

[24-0387](#)

(Estimated Time: 10 Min.)

**DISCUSS AND PROVIDE DIRECTION**

*Police Chief Rachel Johnson introduced Police Lieutenant Matt Sabosky who provided the staff presentation.*

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

*Jill Lamkin*

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

*Acting City Manager Talyn Mirzakhianian responded to City Council questions.*

**The City Council received a report on options to adjust the start time for street closures related to the Holiday Fireworks Festival and took no further action.**

15. Consideration of Introducing and First Reading of an Ordinance to Establish Applicable Regulations Regarding Drinking Water System Cross-Connection Controls (Public Works Director Lee).

[24-0278](#)

(Estimated Time: 30 Mins.)

**INTRODUCE ORDINANCE NO. 24-0004**

*Public Works Director Erick Lee introduced Utilities Manager Jeff Page who provided the PowerPoint presentation.*

*Utilities Manager Page 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 Montgomery, seconded by Mayor Howorth, to introduce Ordinance No. 24-0004"**

Ordinance No. 24-0004, A Resolution of the City of Manhattan Beach, California, to Establish Applicable Regulations Regarding Drinking Water System Cross-Connection Controls, and Making a Determination That the Ordinance is Exempt Under the California Environmental Quality Act.

AN ORDINANCE OF THE CITY OF MANHATTAN BEACH ESTABLISHING REGULATIONS REGARDING WATER SUPPLY CROSS-CONNECTIONS, AMENDING TITLE 7 OF THE MANHATTAN BEACH MUNICIPAL CODE, AND MAKING A DETERMINATION THAT THE ORDINANCE IS EXEMPT UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT

**The motion carried by the following vote:**

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

**Nay:** 0

*At 7:30 PM, the City Council recessed and reconvened at 7:37 PM with all City Councilmembers present.*

16. Discussion on the City's Neighborhood Watch Program (Police Chief Johnson).

[24-0361](#)

*(Estimated Time: 30 Mins.)*

**DISCUSS AND PROVIDE DIRECTION**

*Police Chief Rachel Johnson introduced Police Sergeant Andy Abreu who provided the staff presentation.*

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

*Charlotte Lesser*

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

*Police Chief Johnson responded to City Council questions.*

**The City Council directed staff to return at a future meeting with an outline defining the duties and responsibilities of the Police and Fire Departments, as well as the Neighborhood Watch volunteers, in relation to the program.**

17. Lot 3 Parking Structure Local Emergency Update (Public Works Director Lee).

[24-0343](#)

(Estimated Time: 30 Mins.)

- A) DETERMINE THAT THERE IS A NEED TO CONTINUE THE EMERGENCY ACTION
- B) ADOPT RESOLUTION NO. 24-0124
- C) DISCUSS AND PROVIDE DIRECTION
- D) APPROPRIATE FUNDS IN ACCORDANCE WITH DIRECTION RECEIVED

*Public Works Director Erick Lee introduced Principal Civil Engineer Jeff Fijalka and Traffic Engineer Erik Zandvliet who provided the PowerPoint presentation.*

*Principal Civil Engineer Fijalka and City Engineer Zandvliet responded to City Council questions.*

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

*Jill Lamkin*

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

**A motion was made by Councilmember Montgomery, seconded by Mayor Pro Tem Lesser, to determine that there is a need to continue the emergency action and to adopt Resolution No. 24-0124, a resolution of the Manhattan Beach City Council ratifying the approval of plans and specifications and a demolition contract between Manhattan Beach and American Wrecking Company, Inc. to demolish the Lot 3 Parking Structure. The motion carried by the following vote:**

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

**Nay:** 0

**A motion was made by Councilmember Montgomery, seconded by Councilmember Napolitano, to direct staff to ask Northrop Grumman for the use of their parking lot for the Holiday Fireworks Festival; and authorized staff to spend up to \$50,000 of Prop A Local Return Funds in order to utilize the lot and arrange for a shuttle service for the Holiday Fireworks Festival. 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****18. City Council AB 1234 Reports.**[24-0385](#)**RECEIVE AND FILE**

*Councilmember Montgomery provided that he, along with Mayor Howorth, Mayor Pro Tem Lesser, and Councilmember Napolitano. attended the California League of Cities Conference in Long Beach, and a couple highlights for them included discussions on the E-bike issue, which is affecting cities statewide, and the challenges other cities are facing with multi-family housing.*

*Councilmember Napolitano stated he also attended the conference and concurred with Councilmember Montgomery as to the highlights.*

*Mayor Pro Tem Lesser provided that he also attended the conference and highlighted a presentation on best practices for City budgeting, noting that many cities share similar challenges in this area.*

*Mayor Howorth provided that she also attended the conference and a highlight from the conference was the keynote presentation on the economic forecast and public safety statistics.*

**19. Consideration of a Request by Councilmember Montgomery and**[24-0402](#)

**Councilmember Franklin to Discuss Recruitment Incentives for Police Officers, Specifically, Providing Medical Insurance Contributions Upon Retirement After a Minimum of 10 Years of Service with the City (Human Resources Director Jenkins).**

**DISCUSS AND PROVIDE DIRECTION**

*Councilmember Napolitano provided that he would be the third vote in order to have the item return on a future agenda.*

**M. FUTURE AGENDA ITEMS**

*Councilmember Napolitano requested to agendize a discussion to direct staff to prepare a white paper comparing staff salaries with those of other cities. Councilmember Montgomery concurred.*

*Councilmember Franklin requested to agendize a discussion regarding amendments to Manhattan Beach Municipal Code Section 7.36.150, specifically addressing landscaping height limits for the walk street east of 441 26th Street to Grandview Avenue. Councilmember Montgomery concurred.*

**N. CITY MANAGER REPORT**

*None.*

**O. CITY ATTORNEY REPORT**

*City Attorney Quinn Barrow congratulated Acting City Manager Talyn Mirzakhania on her appointment as City Manager.*

**P. INFORMATIONAL ITEMS**

20. Agenda Forecast (City Clerk Tamura). [24-0393](#)  
**INFORMATION ITEM ONLY**

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

21. Commission Minutes: [24-0394](#)

This Item Contains Minutes of the following City Commission Meetings:

a) Parks and Recreation Commission Meeting of September 23, 2024

(Parks and Recreation Director Leyman)

b) Planning Commission Meeting of October 25, 2023

(Acting Community Development Director Heise)

c) Planning Commission Meeting of November 8, 2023

(Acting Community Development Director Heise)

d) Planning Commission Meeting of November 22, 2023

(Acting Community Development Director Heise)

e) Planning Commission Meeting of December 13, 2023

(Acting Community Development Director Heise)

f) Planning Commission Meeting of December 27, 2023 (Acting  
Community Development Director Heise)

g) Planning Commission Meeting of July 10, 2024

(Acting Community Development Director Heise)

h) Planning Commission Meeting of July 24, 2024

(Acting Community Development Director Heise)

i) Planning Commission Meeting of August 28, 2024

(Acting Community Development Director Heise)

j) Planning Commission Meeting of September 11, 2024

(Acting Community Development Director Heise)

k) Planning Commission Meeting of September 25, 2024

(Acting Community Development Director Heise).

**INFORMATION ITEM ONLY**

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

**Q. CLOSED SESSION**

*None.*

**R. ADJOURNMENT**

*At 8:40 PM, Mayor Howorth adjourned the meeting to the November 19, 2024, Adjourned Regular City Council Meeting at 4:30 PM.*

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**Breana Contreras**  
**Recording Secretary**

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**Joe Franklin**  
**Mayor**

**ATTEST:**

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