

CITY OF MANHATTAN BEACH

1400 Highland Avenue Manhattan Beach, CA 90266
www.manhattanbeach.gov • (310) 802-5000

AGENDA

City Council Regular Meeting

Regular Meeting

Tuesday, July 15, 2025

6:00 PM

City Council Chambers and Zoom



ELECTED OFFICIALS

Mayor Amy Thomas Howorth

Mayor Pro Tem David Lesser

Councilmember Joe Franklin

Councilmember Nina Trieu Tarnay

Councilmember Steve S. Charelian

EXECUTIVE TEAM

City Manager Talyn Mirzakhanian

City Attorney Quinn Barrow

City Clerk Liza Tamura

Finance Director Libby Bretthauer

Human Resources Director Lisa Jenkins

Parks and Recreation Director Mark Leyman

Police Chief Rachel Johnson

Fire Chief Jesse Alexander

Interim Community Development Director Michael Codron

Interim Public Works Director Toufic Semaan

Information Technology Director Miguel Guardado

MISSION STATEMENT:

Our mission is to provide excellent municipal services,
preserve our small beach town character, and enhance the quality of life for our
residents, businesses and visitors.

MANHATTAN BEACH'S CITY COUNCIL WELCOMES YOU!

Meetings are broadcast live through Manhattan Beach Local Community Cable, Channel 8 (Spectrum), Channel 35 (Frontier), live streaming via the City's website, and via Zoom (Direct URL: <https://citymb-info.zoom.us/j/93376200363>, Meeting ID: 933 7620 0363).

The City continues to offer an opportunity to participate in City Council meetings via Zoom and in-person. City Council encourages the public to participate by submitting comments in advance of the meeting, no later than 12:00 PM, the day of the meeting, via:

- 1) eComment at <http://www.manhattanbeach.gov/ecomment> or
- 2) Email to cityclerk@manhattanbeach.gov

All of your comments provided by the deadlines above will be available to the City Council and the public prior to the meeting.

Copies of staff reports or other written documentation relating to each item of business referred to on this agenda are available for review on the City's website at www.manhattanbeach.gov, the Police Department located at 420 15th Street, and are also on file in the Office of the City Clerk for public inspection. Any person who has any question concerning any agenda item may call the City Clerk's office at (310) 802-5056.

In compliance with the Americans With Disabilities Act, if you need special assistance to participate in this meeting, you should contact the Office of the City Clerk at (310) 802-5056 (voice) or (310) 546-3501 (TDD). Notification 36 hours prior to the meeting will enable the City to make reasonable arrangements to assure accessibility to this meeting. The City also provides closed captioning of all its Regular City Council Meetings for the hearing impaired.

CERTIFICATION OF MEETING NOTICE AND AGENDA POSTING

I, Liza Tamura, City Clerk of the City of Manhattan Beach, California, state under penalty of perjury that this notice/agenda was posted on Wednesday, July 9, 2025, on the City's Website and on the bulletin boards of City Hall, Joslyn Community Center and Manhattan Heights.

BELOW ARE THE AGENDA ITEMS TO BE CONSIDERED. THE RECOMMENDED COUNCIL ACTION IS LISTED IMMEDIATELY AFTER THE TITLE OF EACH ITEM IN BOLD CAPITAL LETTERS.

PLEASE NOTE THAT THE CITY COUNCIL MAY ACT ON ANY ITEM LISTED ON THE AGENDA.

A. CALL MEETING TO ORDER

B. PLEDGE TO THE FLAG

C. ROLL CALL

D. CEREMONIAL CALENDAR

1. Presentation of Certificate of Recognition to Iris Lee Knell for Donating and Assembling over 20,000 Sets of Turbans, Scarves and Jewelry to Enhance a Women's Natural Beauty of All Ages and All Over the Country Through Chemocessories (No Budget Impact) (City Clerk Tamura). [25-0232](#)

(Estimated Time: 10 Mins.)

PRESENT

Attachments: [Certificate](#)

2. Presentation of Certificates of Recognition to Mira Costa High School Boys Volleyball 2025 CIF Southern Section Division 1 Champions, CIF Regional Champions, CIF State Champions, and National Champions (No Budget Impact) (City Clerk Tamura). [25-0275](#)

(Estimated Time: 10 Mins.)

PRESENT

Attachments: [Mira Costa Volleyball Signed](#)

3. Presentation of Certificates of Recognition to Mira Costa High School Outdoor Track and Field 2025 CIF Division 1 Championship Qualifier and 2025 State Meet Qualifier (No Budget Impact) (City Clerk Tamura). [25-0276](#)

(Estimated Time: 10 Mins.)

PRESENT

Attachments: [Mira Costa Outdoor Track and Field CIF Champions](#)

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

This is the time for the City Council to:

- (a) notify the public of any changes to the agenda;*
- (b) remove items from the consent calendar for individual consideration; or*
- (c) rearrange the order of the agenda.*

MOTION TO APPROVE AGENDA AND WAIVE FULL READING

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

City Councilmembers and community organization representatives may inform the public about upcoming events.

G. PUBLIC COMMENTS (3 MINUTES PER PERSON)

At the discretion of the Mayor, the Mayor may allow 2 minutes of public comments.

Speakers may provide public comments on any matter that is within the subject matter jurisdiction of the City Council, including items on the agenda. The Mayor may determine whether an item is within the subject matter jurisdiction of the City Council. While all comments are welcome, the Brown Act does not allow City Council to take action on any item not on the agenda.

The City Council encourages the public to participate by submitting comments in advance of the meeting, no later than 12:00 PM, the day of the meeting, via:

- 1) eComment at <http://www.manhattanbeach.gov/ecomment> or*
- 2) Email to cityclerk@manhattanbeach.gov*

All of your comments provided by the deadlines above will be available to the City Council and the public prior to the meeting.

IN PERSON PUBLIC PARTICIPATION

Please complete the "Request to Address the City Council" card by filling out your name, the item(s) you would like to offer public comment, and returning it to the City Clerk.

ZOOM PUBLIC PARTICIPATION

- 1) Join Zoom Meeting via the internet:*

Direct URL: <https://citymb-info.zoom.us/j/93376200363>, Meeting ID: 933 7620 0363

During the meeting you will need to use the "raise hand" button through Zoom at the time the Agenda Item is being presented for City Council consideration.

- 2) Join Zoom Meeting via Phone Conference (Voice Only):*

Phone Number: (669) 900-6833, Meeting ID: 933 7620 0363

*During the meeting you will need to enter *9 on the phone's dial pad at to activate the "raise hand" button at the time the Agenda Item is being presented for City Council consideration.*

H. CONSENT CALENDAR (APPROVE)

Items on the Consent Calendar are routine and customary items and are enacted by a single motion with the exception of items previously removed by a member of the City Council during "Approval of the Agenda" for individual consideration. Any items removed shall be individually considered immediately after taking action on the Consent Calendar.

4. City Council Minutes: [25-0303](#)

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

- a) City Council Adjourned Regular Meeting Minutes of June 17, 2025
- b) City Council Regular Meeting Minutes of June 17, 2025
- c) City Council Regular Meeting Minutes of July 1, 2025 (Cancelled)
(City Clerk Tamura).

APPROVE

Attachments: [City Council Adjourned Regular Meeting Minutes of June 17, 2025](#)
[City Council Regular Meeting Minutes of June 17, 2025](#)
[City Council Meeting Minutes of July 1, 2025 \(Cancelled\)](#)

5. Financial Report: [25-0293](#)

- a) Schedule of Demands: June 2025
- b) Investment Portfolio Report: May 2025
- c) Month End Financial Reports: May 2025
(No Budget Impact) (Finance Director Bretthauer).

ACCEPT REPORT AND DEMANDS

Attachments: [Schedule of Demands for June 2025](#)
[Investment Portfolio for May 2025](#)
[Financial Month End Report May 2025](#)

6. Declaration of Proclamations for the Following: [25-0277](#)

- a) July 2025, as Parks and Recreation Month
- b) July 25, 2025, as National System Administrator Appreciation Day.

PROCLAIM

Attachments: [Proclamation - Parks and Recreation Month](#)
[Proclamation - National System Administrator Appreciation Month](#)

7. Consideration of the Appointment of Jared Yoshiki of Northrop Grumman to [25-0196](#)

the South Bay Workforce Investment Board's Manhattan Beach Business Private Sector Seat (No Budget Impact) (City Clerk Tamura).

APPOINT

Attachments: [South Bay Workforce Investment Board Nomination Ratification Letter](#)
[Chamber of Commerce Nomination Letter](#)

8. Consideration of the Second Reading and Adoption of an Ordinance to Amend Municipal Code Chapters 5.01 and 5.04 Related to Dog Licensing (Second Reading/Adoption) (No Budget Impact) (Finance Director Bretthauer). [25-0308](#)

ADOPT ORDINANCE NO. 25-0006

Attachments: [Ordinance No. 25-0006](#)
[Staff Report - June 17, 2025](#)

9. Consideration of a Three-Year Unarmed Security Services Contract to Contemporary Services Corporation with a Not-to-Exceed Value of \$1,575,000 (No Budget Impact) (Police Chief Johnson). [25-0286](#)

ADOPT RESOLUTION NO. 25-0085

Attachments: [Resolution No. 25-0085](#)
[Agreement - Contemporary Services Corporation](#)

10. Consideration of a Resolution Approving Amendment No. 9 to the Landscaping Services Agreement with Merchants Landscape Services Inc., for Landscaping Services at a Cost Not-to-Exceed \$901,470 (Budgeted) (Interim Public Works Director Semaan). [25-0202](#)

ADOPT RESOLUTION NO. 25-0087

Attachments: [Resolution No. 25-0087](#)
[Amendment No. 9 - Merchants Landscape Services, Inc.](#)
[Agreement and Amendment Nos. 1 - 8 - Merchants Landscape Services, Inc.](#)

11. Consideration of Accepting as Complete Work Performed by Stephen Doreck Equipment Rentals, Inc. for the Cycle 2 Water Infrastructure Improvements and Resurfacing Project (No Budget Impact) (Interim Public Works Director Semaan). [25-0170](#)

- A) ACCEPT**
B) AUTHORIZE

Attachments: [Location Map](#)

12. Consideration of a Resolution Approving Amendment No. 5 to the Professional Services Agreement with KOA Corporation for Additional Traffic Engineering Support Services in the Amount of \$20,000 for the Manhattan Beach Boulevard at Pacific Avenue Intersection Improvements Project. (Budgeted) (Interim Public Works Director Semaan). [25-0240](#)
ADOPT RESOLUTION NO. 25-0088
Attachments: [Resolution No. 25-0088](#)
[Amendment No. 5 - KOA Corporation](#)
[Agreement and Amendment Nos. 1 - 4 - KOA Corporation](#)
[Location Map](#)
13. Consideration of Formal Approval of the 2025 Sewer System Management Plan (SSMP) Update as Required by the State Water Resources Control Board (SWRCB) Order No. 2022-0103-DWQ (No Budget Impact) (Interim Public Works Director Semaan). [25-0273](#)
APPROVE
Attachments: [SWRCB Order No. 2022-0103-DWQ](#)
[2025 Sewer System Management Plan Update](#)
14. Lot 3 Parking Structure Local Emergency Update (Unbudgeted) (Interim Public Works Director Semaan). [25-0298](#)
DETERMINE THAT THERE IS A NEED TO CONTINUE THE EMERGENCY ACTION
Attachments: [Resolution No. 24-0105](#)
[Location Map](#)
15. Consideration of a Resolution Approving a Five-Year Agreement with Frontier Communications for Internet Services, with an Estimated Total Cost of \$178,020 (Budgeted) (Information Technology Director Guardado). [25-0290](#)
ADOPT RESOLUTION NO. 25-0089
Attachments: [Resolution No. 25-0089](#)

16. Consideration of a Resolution Approving Amendment No. 8 for a One-Year Term Extension of the Enterprise Resource Planning and Tyler Systems Management Agreements with Tyler Technologies for \$235,796; and Consideration of a Resolution Approving Amendment No. 3 for a One-Year Term Extension of the Enterprise Permitting and Licensing Agreement for \$66,700 (Budgeted) (Information Technology Director Guardado).

[25-0272](#)

ADOPT RESOLUTIONS NOS. 25-0090 AND 25-0091

Attachments: [Resolution No. 25-0090](#)
[Amendment No. 8 - Tyler Technologies](#)
[Resolution No. 25-0091](#)
[Amendment No. 3 - Tyler Technologies](#)

I. ITEMS REMOVED FROM THE CONSENT CALENDAR

Each speaker may speak for up to 2 minutes on each item pulled from the agenda.

J. PUBLIC HEARINGS

At the discretion of the Mayor, each speaker may speak for up to 3 minutes on each public hearing item.

17. Conduct Public Hearing and Consideration of Resolutions Regarding Renewal of Downtown Business Improvement District (BID) for Fiscal Year 2025-2026 Including Authorization to Collect Assessments; Ratification of the District Advisory Board; Authorization to Enter Into an Agreement with the Downtown Manhattan Beach Business and Professional Association Business; and Authorization to Disburse Assessments Collected Through June 30, 2025 (Budgeted) (Finance Director Bretthauer).

[25-0092](#)

(Estimated Time: 30 Mins.)

- A) CONDUCT PUBLIC HEARING**
B) ADOPT RESOLUTION NOS. 25-0092 AND 25-0093
C) RATIFY BOARD
**D) AUTHORIZE THE DISBURSEMENT OF ASSESSMENTS
COLLECTED THROUGH JUNE 30, 2025**

Attachments: [Resolution No. 25-0092](#)
[Resolution No. 25-0093](#)
[Agreement - DMBBID and DBPA \(FY 2025-2026\)](#)
[BID Advisory Board of Directors to be Ratified \(FY 2025-2026\)](#)
[Business Improvement Activity Plan & Budget \(May 2025\)](#)

18. Conduct Public Hearing and Consideration of a Resolution Regarding the Annual Storm Drain Service Fee for Fiscal Year 2025-2026 (Budgeted) (Finance Director Bretthauer). [25-0115](#)

(Estimated Time: 15 Mins.)

A) CONDUCT PUBLIC HEARING

B) ADOPT RESOLUTION NO. 25-0094

Attachments: [Resolution No. 25-0094](#)

19. Conduct Public Hearing and Consideration of an Ordinance Renewing the City's Military Equipment Policy (No Budget Impact) (Police Chief Johnson). [25-0226](#)

(Estimated Time: 10 Mins.)

A) CONDUCT PUBLIC HEARING

B) RECEIVE AND FILE THE 2024 ANNUAL MILITARY EQUIPMENT REPORT

C) CONSIDER RENEWING ORDINANCE NO. 22-0006

ESTABLISHING A MILITARY EQUIPMENT POLICY

D) CONSIDER INTRODUCING ORDINANCE NO. 25-0007 TO RENEW ORDINANCE NO. 22-0006

Attachments: [Ordinance No. 25-0007](#)

[Ordinance No. 22-0006 \(June 7, 2022\)](#)

[Military Equipment Inventory List \(Revised\)](#)

[Military Equipment Usage Log](#)

K. GENERAL BUSINESS

Each speaker may speak for up to 2 minutes on each general business item.

20. Consideration of a Request by the North Manhattan Beach Business Improvement District (NMBBID) for a Road Closure of Highland Avenue Associated with the Annual Holiday Stroll to be Held Sunday, December 7, 2025; and Approval and Appropriation of Additional Funding from the General Fund to be Included in the Existing Fee Waiver (Unbudgeted) (Parks and Recreation Director Leyman). [25-0289](#)

(Estimated Time: 30 Mins.)

A) DISCUSS AND PROVIDE DIRECTION

B) IF APPROVED, APPROPRIATE FUNDS

Attachments: [Event Application Snapshot](#)

[Event Traffic Map with Road Closure](#)

[Event Cost Worksheet](#)

[PowerPoint Presentation](#)

21. Consideration of a Safe & Happy Fund Donation Program for Local Animal Welfare Programs (No Budget Impact) (Finance Director Bretthauer). [25-0309](#)
(Estimated Time: 30 Mins.)
DISCUSS AND PROVIDE DIRECTION

Attachments: [PowerPoint Presentation](#)

L. CITY COUNCIL REQUESTS AND REPORTS INCLUDING AB 1234 REPORTS

In addition to providing reports of meetings and conferences attended by Councilmembers in connection with their official duties at City expense as required by AB 1234, Councilmembers requested at a previous City Council meeting that the following item(s) be placed on the agenda for discussion.

22. City Council AB 1234 Reports. [25-0295](#)
RECEIVE AND FILE
23. Consideration of a Request by Councilmember Charelian and Councilmember Franklin to Discuss Options to Ensure Equal Medical Insurance Coverage for All City Councilmembers (City Manager Mirzakhaniyan). [25-0306](#)
DISCUSS AND PROVIDE DIRECTION

M. FUTURE AGENDA ITEMS

Councilmembers may request that items be placed on a future agenda with the concurrence of one other Councilmember.

N. CITY MANAGER REPORT

O. CITY ATTORNEY REPORT

P. INFORMATIONAL ITEMS

This section is for items that do not require City Council action.

24. Agenda Forecast (City Clerk Tamura). [25-0304](#)
INFORMATION ITEM ONLY

25. Commission Minutes: This Item Contains Minutes of the following City Commission Meetings: [25-0321](#)
- a) Library Commission Meeting Minutes of February 10, 2025
(Parks and Recreation Director Leyman)
 - b) Library Commission Meeting Minutes of April 14, 2025
(Parks and Recreation Director Leyman)
 - c) Library Commission Meeting Minutes of April 16, 2025
(Parks and Recreation Director Leyman)
 - d) Cultural Arts Commission Meeting Minutes of April 21, 2025
(Parks and Recreation Director Leyman)
 - e) Parking and Public Improvements Commission Meeting Minutes of April 24, 2025
(Interim Community Development Codron)
 - f) Library Commission Meeting Minutes of May 12, 2025
(Parks and Recreation Director Leyman)
 - g) Cultural Arts Commission Meeting Minutes of May 19, 2025
(Parks and Recreation Director Leyman)
 - h) Parking and Public Improvements Commission Meeting Minutes of May 22, 2025 (Cancelled)
(Interim Community Development Codron).

INFORMATION ITEM ONLY

Attachments: [Library Commission Meeting Minutes of February 10, 2025](#)
[Library Commission Meeting Minutes of April 14, 2025](#)
[Library Commission Meeting Minutes of April 16, 2025](#)
[Cultural Arts Commission Meeting Minutes of April 21, 2025](#)
[Parking and Public Improvements Commission Meeting Minutes of April 24, 2025](#)
[Library Commission Meeting Minutes of May 12, 2025](#)
[Cultural Arts Commission Meeting Minutes of May 19, 2025](#)
[Parking and Public Improvements Commission Meeting Minutes of May 22, 2025 \(Cancelled\)](#)

- 26.** Recent Planning Commission Quasi-Judicial Decisions: [25-0324](#)
- a) Use Permit to Allow for a Change of Use from Food and Beverage Sales to Eating and Drinking Establishment (Restaurant) with Indoor and Outdoor Seating and Proposed Hours of Operation from 7:00 A.M. to 9:00 P.M. Daily at an Existing Commercial Building Located at 904 Manhattan Avenue #1 (Caffe Luxxe)
 - b) Coastal Development Permit and Minor Exception to Allow for the Construction of a Single-Family Residence with an Attached Garage Located at 2800 Ocean Drive
(Interim Community Development Director Codron).
- INFORMATION ITEM ONLY**

Q. CLOSED SESSION

R. ADJOURNMENT

S. FUTURE MEETINGS

CITY COUNCIL MEETINGS

August 5, 2025 - Tuesday -- 6:00 PM - City Council Meeting (City Council Reorganization)
August 19, 2025 - Tuesday -- 6:00 PM - City Council Meeting
September 2, 2025 - Tuesday -- 6:00 PM - City Council Meeting
September 16, 2025 - Tuesday -- 6:00 PM - City Council Meeting
October 7, 2025 - Tuesday -- 6:00 PM - City Council Meeting
October 21, 2025 - Tuesday -- 6:00 PM - City Council Meeting
November 4, 2025 - Tuesday -- 6:00 PM - City Council Meeting
November 18, 2025 - Tuesday -- 6:00 PM - City Council Meeting
December 2, 2025 - Tuesday -- 6:00 PM - City Council Meeting
December 16, 2025 - Tuesday -- 6:00 PM - City Council Meeting

BOARDS, COMMISSIONS AND COMMITTEE MEETINGS

July 21, 2025 - Monday - 4:00 PM - Cultural Arts Commission Meeting
July 23, 2025 - Wednesday - 3:00 PM - Planning Commission Meeting
July 24, 2025 - Thursday - 4:00 PM - Parking and Public Improvements Commission Meeting
July 28, 2025 - Monday - 4:00 PM - Parks and Recreation Commission Meeting
August 11, 2025 - Monday - 4:00 PM - Library Commission Meeting
August 13, 2025 - Wednesday - 3:00 PM - Planning Commission Meeting
August 18, 2025 - Monday - 4:00 PM - Cultural Arts Commission Meeting
August 25, 2025 - Monday - 4:00 PM - Parks and Recreation Commission Meeting
August 27, 2025 - Wednesday - 3:00 PM - Planning Commission Meeting
August 28, 2025 - Thursday - 4:00 PM - Parking and Public Improvements Commission Meeting

T. CITY OFFICES CLOSED**CITY HOLIDAYS:**

September 1, 2025 - Monday - Labor Day

October 13, 2025 – Monday – Columbus Day

November 11, 2025 – Tuesday – Veterans Day

November 27-28, 2024 - Thursday & Friday - Thanksgiving Holiday

December 24, 2025 - Wednesday - Christmas Eve (City Hall Closes at 12:00 PM)

December 25, 2025 - Thursday - Christmas Day Observed

December 31, 2025 - Wednesday - New Year's Eve (City Hall Closes at 12:00 PM)

January 1, 2026 – Thursday – New Years Day Observed

January 19, 2026 – Monday – Martin Luther King Day

February 16, 2026 - Monday - Presidents Day

May 25, 2026 – Monday – Memorial Day

July 3, 2026 - Friday - Observance of Independence Day, Saturday, July 4, 2026