

City of Manhattan Beach

1400 Highland Avenue
Manhattan Beach, CA 90266



Meeting Minutes - Draft

Tuesday, October 21, 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

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:

A. CALL MEETING TO ORDER

Mayor Lesser called the meeting to order.

B. PLEDGE TO THE FLAG

Mayor Lesser 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 a Proclamation Declaring October 19-25, 2025, as United Against Hate Week.

[25-0515](#)

PROCLAIM

Former Mayor Hildy Stern thanked the City Council for issuing the proclamation, noting that it aligns Manhattan Beach with other coastal cities participating in the United Against Hate initiative. She shared that the movement began in 2017 in the San Francisco Bay Area in response to a white supremacist protest and has since grown from about 200 communities to a nationwide effort. She also noted that in October 2022, the South Bay Community Coalition Against Hate was formed by the Manhattan Beach City Council and has expanded to include over 60 leaders throughout the South Bay.

Manhattan Beach Unified School District Board Member Tina Shivpuri shared several events taking place throughout the week, including a “Yoga for Unity” event held on the previous evening on October 20, 2025, at AdventurePlex in partnership with the Beach Cities Health District. She also announced a Community by Candlelight gathering scheduled for tomorrow, October 22, 2025, at 6:30 PM in the City of El Segundo, an Interfaith Unity Walk on Thursday, October 23, 2025, morning starting at the Sepulveda Overpass on the Greenbelt, and noted that 16 locations will be participating in activities throughout the week, including a food drive benefiting local nonprofits such as The Single Mom Project.

Manhattan Beach Unified School District Board Member Jen Dohner shared that the locations for the food drive can be found on the website southbayvshate.org. She also introduced a new awareness poster that includes a resource phone number 211, for individuals who are victims of hate incidents, hate crimes, or bullying. The poster features artwork created by Jen Dohner herself.

On behalf of the City Council, Mayor Lesser presented a Proclamation declaring October 19-25, 2025, as United Against Hate Week.

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

A motion was made by Councilmember Tarnay, seconded by Councilmember Howorth, to pull Agenda Item Nos. 4, 7 and 9 to be heard under Section I - Items Removed From the Consent Calendar and 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)

Manhattan Beach Rotary Club Member Scott Yanofsky presented a YouTube video highlighting the 2024 5th Annual VetFest and invited the community to attend the upcoming 6th Annual VetFest, which will be held at Kinecta Federal Credit Union on Saturday, November 8, 2025, from 12:00 PM to 5:00 PM. The annual VetFest is to honor veterans, first responders, and active military.

Acting Police Captain Matt Sabosky invited the community to attend the Tip-A-Cop event at Tin Roof Bistro on Wednesday, November 5, 2025, from 5:00 PM to 8:00 PM. Proceeds from the event will benefit local Special Olympics.

Waste Management Recycling Education Representative Bobby Bell provided an update on the recent composting class, noting it was a great success and that all compost bins were sold out. He also reported that approximately 170 residents and commercial businesses participated in the Free Paper Shredding event held on October 18, 2025, where documents were securely shredded and recycled.

Library Manager Cassandra Sargent invited the community to attend the upcoming speaker series featuring best-selling author Nic Stone on Saturday, October 25, 2025, at 2:00 PM where she will discuss her journey as a writer, navigating book challenges, and writing for young people.

City Manager Talyn Mirzakhian provided an update on the Scout House Project, noting that the applicant, The Friends Group in collaboration with Tomaro Architecture, has submitted building plans to the City's Building and Safety Division, initiating the formal plan check process. The plans are currently under concurrent review by Building and Safety, Planning, Fire, and Public Works staff, with the first round of review expected to conclude by the end of November. Corrections will then be issued to the applicant, who has committed to promptly addressing them. Given the project's complexity, the full plan check process is expected to take 6-12 months. Staff anticipates returning to City Council with a final cost estimate once the review is complete, and if the project is fully funded, a notice to proceed with construction could be issued in late 2026.

Councilmember Tarnay took a moment to honor the life of Ryan James, a beloved member of the Manhattan Beach community and Mira Costa High School alumnus. Ryan, a freshman at UCLA, tragically passed away last week following an epileptic seizure. He was a dedicated leader and volunteer, actively involved with the South Bay Community Coalition Against Hate, The Friendship Foundation, Special Olympics, and the Mira Costa Cross Country and Track teams. In his memory, his family encourages the community to raise awareness about epilepsy and support efforts toward finding a cure.

Mayor Lesser provided an update on the recent Chevron Refinery fire, noting that the City of Manhattan Beach, along with regional partners including the City of El Segundo and Chevron, is reviewing communication protocols to improve emergency messaging. Chevron has committed to enhancing its public outreach efforts. Several City Councilmembers and the Mayor visited the incident site to better understand the event and ongoing investigation. He also announced that a Town Hall Meeting focused on emergency preparedness is being planned for early next year. The public is encouraged to sign up for Alert SouthBay emergency notifications by texting MBALERTS to 888777 or visiting alertsouthbay.com. Additionally, the Mayor invited the community to attend Coffee with the Mayor at Metlox Plaza on November 7, 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:

Larry Grik - 28th Street Stormwater Infiltration Project

Julie Justus McGinity - Manhattan Beach Community Center

Scott Yanofsky - 9/11 Memorial

Acting Police Captain Matt Sabosky - Bicycle Safety and Police Enforcement

Bruce Greenberg - Underground Utility Assessment Districts 12 and 14

Ray Joseph - Mansionization

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

H. CONSENT CALENDAR (APPROVE)

A motion was made by Councilmember Howorth, seconded by Councilmember Tarnay, to approve the Consent Calendar with Agenda Item Nos. 4, 7 and 9 being removed to be heard under Section I - Items Removed From the Consent Calendar. The motion carried by the following vote:

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

Nay: 0

2. City Council Minutes: [25-0494](#)

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

a) City Council Adjourned Regular Meeting Minutes of October 7, 2025

b) City Council Regular Meeting Minutes of October 7, 2025

(No Budget Impact) (City Clerk Tamura).

APPROVE

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

3. Financial Report: [25-0433](#)

a) Schedule of Demands: September

b) Investment Portfolio for the Month Ending August 31, 2025

c) Month End Report for August 2025

(No Budget Impact) (Finance Director Bretthauer).

ACCEPT REPORT AND DEMANDS

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

4. Consideration of an Update Regarding the Fiscal Year 2025-2026 City [25-0409](#)

Council Work Plan (No Budget Impact) (City Manager Mirzakhianian)

APPROVE

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

5. Consideration of a Resolution Amending the Citywide User Fee [25-0432](#)

Schedule with Itemized Emergency Medical Services (EMS) Rates in

Compliance with Assembly Bill 716 (No Budget Impact) (Finance

Director Bretthauer).

ADOPT RESOLUTION NO. 25-0116

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

6. Consideration of a Resolution Approving a Three-Year Agreement with CliftonLarsonAllen LLP for Financial Audit Services in an Amount Not-to-Exceed \$186,900 with an Optional Two-Year Extension in an Additional Amount Not-To-Exceed \$143,100 (Budgeted) (Finance Director Bretthauer). [25-0374](#)
- A) ADOPT RESOLUTION NO. 25-0106**
B) AUTHORIZE THE CITY MANAGER TO EXECUTE AN OPTIONAL TWO-YEAR EXTENSION

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

7. Fiscal Year 2024-2025 Year-End Financial Results and Year-End Budget Appropriations (Unbudgeted) (Finance Director Bretthauer). [25-0334](#)
- A) RECEIVE REPORT**
B) APPROPRIATE FUNDS

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

8. Consideration of a Resolution Approving a Comprehensive Citywide Salary Schedule for all City Positions and Classification Adjustments (No Budget Impact) (Human Resources Director Jenkins). [25-0491](#)
- ADOPT RESOLUTION NO. 25-0117**

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

9. Consideration of a Policy Between the Manhattan Beach Fire Department and the Manhattan Beach Map Your Neighborhood Committee (No Budget Impact) (Fire Chief Alexander). [25-0471](#)
- RECEIVE AND FILE**

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

10. Consideration of the Introduction of two Ordinances to Amend Title 9 and Chapter 3.16 of the Manhattan Beach Municipal Code and to Adopt the Most Recent California Building Standards Code by Reference (2025 California Building Code; 2025 California Residential Code; 2025 California Fire Code; 2025 California Electrical Code; 2025 California Plumbing Code; 2025 California Green Building Standards Code; 2025 California Energy Code; 2025 California Mechanical Code; 2025 California Existing Building Code; 2025 California Historical Building Code; 2025 California Administrative Code; 2025 California Referenced Standards Code) and to Adopt Associated Local Amendments (No Budget Impact) (Community Development Alkire and Fire Department Alexander). [25-0481](#)
- A) INTRODUCE ORDINANCE NOS. 25-0009 AND 25-0010**
- B) SET PUBLIC HEARING FOR NOVEMBER 18, 2025**

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

11. Consideration of Accepting as Complete Work Performed by Sequel Contractors, Inc. for the Cycle 2 Street Resurfacing Project at Marine Avenue and 14th Streets (No Budget Impact) (Interim Public Works Director Semaan). [25-0424](#)
- A) ACCEPT**
- B) AUTHORIZE**

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

12. Consideration of City Authorization for the 2025 Rotary District 5280 Grant Application Submittal for the Manhattan Beach Pollinator Habitat Project (No Budget Impact) (Interim Public Works Director Semaan). [25-0504](#)
- APPROVE**

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

I. ITEMS REMOVED FROM THE CONSENT CALENDAR

- 4.** Consideration of an Update Regarding the Fiscal Year 2025-2026 City Council Work Plan (No Budget Impact) (City Manager Mirzakhania)

[25-0409](#)

APPROVE

Mayor Pro Tem Franklin stated that he pulled the item to ensure broader public visibility and to encourage community input.

Senior Management Analyst Patricia Matson and City Manager Talyn Mirzakhania responded to City Council questions.

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

Stefan Kampe

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

A motion was made by Mayor Pro Tem Franklin, seconded by Councilmember Howorth, to approve an update regarding the Fiscal Year 2025-2026 City Council Work Plan. The motion carried by the following vote:

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

Nay: 0

7. Fiscal Year 2024-2025 Year-End Financial Results and Year-End Budget Appropriations (Unbudgeted) (Finance Director Bretthauer). [25-0334](#)

A) RECEIVE REPORT

B) APPROPRIATE FUNDS

Mayor Lesser stated that he pulled the item due to the significant financial implications and felt it was important to provide the public with a clear explanation of the matter.

Finance Director Libby Bretthauer provided the staff presentation and responded to City Council questions.

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

Jim Burton

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

Finance Director Bretthauer responded to City Council questions.

A motion was made by Councilmember Howorth, seconded by Mayor Lesser, to Receive the Fiscal Year 2024-2025 Year-End Financial Results and Year-End Budget Appropriations report; and appropriate \$679,833 from the Insurance Reserve Fund and \$3,123 from the Pension Trust Fund in Fiscal Year 2024-2025. The motion carried by the following vote:

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

Nay: 0

9. Consideration of a Policy Between the Manhattan Beach Fire Department and the Manhattan Beach Map Your Neighborhood Committee (No Budget Impact) (Fire Chief Alexander).

[25-0471](#)

RECEIVE AND FILE

Councilmember Charelian stated that he pulled the item to clarify ownership of the program, the Manhattan Beach Map Your Neighborhood Committee or the Manhattan Beach Fire Department.

Fire Chief Jesse Alexander 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.

The City Council directed staff to return to City Council in six months with an update on participation and training outcomes.

A motion was made by Councilmember Charelian, seconded by Councilmember Howorth, to Receive and File a Policy between the Manhattan Beach Fire Department (MBFD) and the Manhattan Beach Map Your Neighborhood Committee. The motion carried by the following vote:

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

Nay: 0

J. PUBLIC HEARINGS

None.

K. GENERAL BUSINESS

At 7:07 PM, the City Council recessed and reconvened at 7:13 PM with all City Councilmembers present.

13. Consideration and Introduction of an Ordinance to Amend Section 3.68 of the Manhattan Beach Municipal Code Related to Mobile Vending Businesses (Community Development Director Alkire). [25-0454](#)

(Estimated Time: 1 Hr.)

**A) CONSIDER ESTABLISHING A PERMIT PROCESS FOR
MOBILE VENDING AND AMENDING REGULATIONS
APPLICABLE THERETO**

B) INTRODUCE ORDINANCE NO. 25-0011

Community Development Director Masa Alkire introduced Traffic Engineer Erik Zandvliet who provided the PowerPoint presentation.

Traffic Engineer Zandvliet and City Attorney Quinn Barrow responded to City Council questions.

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

*Rita Crabtree-Kampe
Kelly Stroman
Jim Burton*

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

Traffic Engineer Zandvliet and City Attorney Barrow responded to City Council questions.

A motion was made by Councilmember Howorth, seconded by Councilmember Tarnay, to introduce Ordinance No. 25-0011, amending Manhattan Beach Municipal Code Chapter 3.68 to establish a mobile vending business permit process and amend mobile vending regulations, and making a determination of exemption under the California Environmental Quality Act.

City Attorney Barrow read the title for Ordinance No. 25-0011:

**AN ORDINANCE OF THE CITY OF MANHATTAN BEACH AMENDING
MANHATTAN BEACH MUNICIPAL CODE CHAPTER 3.68 TO ESTABLISH
A MOBILE VENDING BUSINESS PERMIT PROCESS AND AMEND
MOBILE VENDING REGULATIONS, AND MAKING A DETERMINATION
OF EXEMPTION UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY
ACT**

The motion carried by the following vote:

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

Nay: 0

City Attorney Barrow stated that the second reading of the ordinance, along with the resolution regarding fees, application fees, and penalties, is scheduled for the City Council Regular Meeting on November 4, 2025.

- 14.** Consideration of an Update for Underground Utility Assessment Districts 19-12 and 19-14 (No Budget Impact) (Interim Public Works Director Semaan). [25-0503](#)

(Estimated Time: 45 Mins.)

RECEIVE AND FILE

Interim Public Works Director Ted Semaan introduced Acting City Engineer Gilbert Gamboa who provided the PowerPoint presentation.

Acting City Engineer Gamboa and Interim Public Works Director Semaan responded to City Council questions.

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

*Benedict O'Brien
Marie Colmey
Kathleen Smith
Doug Seidlich
Christina Pascucci*

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

Acting City Engineer Gamboa, Southern California Edison Government Relations Manager Diane Forte and Interim Public Works Director Semaan responded to City Council questions.

The City Council Received and Filed the update on Underground Utility Assessment Districts 19-12 and 19-14; and directed staff to return at a future City Council Meeting with a fee waiver proposal and to work with Southern California Edison on addressing maintenance concerns for existing overhead lines.

L. CITY COUNCIL REQUESTS AND REPORTS INCLUDING AB 1234 REPORTS**15. City Council AB 1234 Reports.
RECEIVE AND FILE**[25-0499](#)

Councilmember Howorth reported that she attended the League of California Cities Annual Conference & Expo earlier this month in Long Beach, where she gained insights on how to be more strategic in the future regarding the allocation of City funds.

Mayor Pro Tem Franklin reported that he also attended the League of California Cities Annual Conference & Expo, where he participated in several presentations, including one on parking planning, which noted that fewer than 5% of people receive parking citations. He also shared insights from a presentation on Proposition 36, which was passed by a large majority in California. He expressed concern that fewer than 15% of individuals accused of theft are seeking diversion services, and of those, only about half are receiving them.

Mayor Lesser reported that he also attended the League of California Cities Annual Conference & Expo, where he found several sessions relevant to current community issues. He highlighted a presentation on coordinating emergency response, which provided valuable insights into roles, responsibilities, and best practices for preparedness. He also attended a session titled "Are Council Meetings Getting Harder? Here's How to Make Them Smoother," which offered helpful reminders and strategies for effective meeting management. Additionally, he participated in City Attorney sessions, including one focused on the financing of large, multi-year residential projects. He found this particularly relevant for cities like Manhattan Beach that support new housing development, but face challenges related to state-mandated infrastructure requirements without direct City Council input.

Councilmember Tarnay reported that she also attended the League of California Cities Annual Conference & Expo, where her focus was on learning as much as possible in her new role. She attended sessions on emergency preparedness and best practices, explored how technology can enhance city processes, and had the opportunity to network with colleagues from other cities to gain insights into shared challenges and potential solutions for Manhattan Beach.

16. Consideration of a Request by Mayor Pro Tem Franklin and Councilmember Tarnay to Discuss Offering Building Permit Discounts to Qualified Older Adults for Aging in Place Projects (City Manager Mirzakhaniyan). [25-0506](#)

DISCUSS AND PROVIDE DIRECTION

Councilmember 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 provide a comprehensive report to explore options for offering building permit discounts to qualified older adults for Aging in Place Projects.

17. Consideration of a Request by Mayor Pro Tem Franklin and Councilmember Charelian to Discuss Items Related to the 28th Street Stormwater Infiltration Project Including the Finalization of Finances, the Completion of a Parking and Traffic Study, and Additional Community Outreach (City Manager Mirzakhaniyan). [25-0507](#)

DISCUSS AND PROVIDE DIRECTION

Request to discuss items related to the 28th Street Stormwater Infiltration Project, did not receive a third vote.

Mayor Lesser confirmed with City Manager Talyn Mirzakhaniyan that this item will return on its own merits.

18. Consideration of a Request by Councilmember Charelian and Mayor Lesser to Discuss the Exploration of Emergency Communication Options for the Community (City Manager Mirzakhaniyan). [25-0508](#)

DISCUSS AND PROVIDE DIRECTION

Councilmember Tarnay 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 discuss exploration of emergency communication options for the community.

M. FUTURE AGENDA ITEMS

Councilmember Howorth requested to agendize a discussion to review the mansionization regulations and restrictions; and directed staff to bring back this topic during the February Work Plan Meeting allowing for a more comprehensive assessment and consideration of whether they still align with City's goals. Mayor Lesser concurred.

City Manager Talyn Mirzakhian responded to City Council questions.

Councilmember Tarnay requested to agendize a discussion to explore public transportation coordination with neighboring beach cities. Mayor Lesser concurred.

City Manager Mirzakhian responded to City Council questions.

N. CITY MANAGER REPORT

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

O. CITY ATTORNEY REPORT

None.

P. INFORMATIONAL ITEMS

19. Agenda Forecast (City Clerk Tamura).

[25-0495](#)

INFORMATION ITEM ONLY

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

Q. CLOSED SESSION

None.

R. ADJOURNMENT

*At 9:03 PM, Mayor Lesser adjourned the meeting to the November 3, 2025,
Adjourned Regular City Council Meeting at 4:30 PM.*

Breana Contreras
Recording Secretary

David Lesser
Mayor

ATTEST:

Liza Tamura
City Clerk