

City of Manhattan Beach

*1400 Highland Avenue
Manhattan Beach, CA 90266*



Meeting Minutes - Draft

Tuesday, November 18, 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

Luciana Graham of American Martyrs Catholic 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 a Commendation to the Manhattan Beach Rotary Club in Honor of 75 Years of Service. [25-0531](#)

PRESENT

On behalf of the City Council, Mayor Lesser presented a Commendation to Manhattan Beach Rotary Club President Cedric Tuck-Sherman in honor of the Manhattan Beach's Rotary Club's anniversary for 75 Years of Service.

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

A motion was made by Mayor Pro Tem Franklin, seconded by Councilmember Charelian, to approve the agenda 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)

Downtown Manhattan Beach Business and Professional Association Executive Director Kelly Stroman invited the community to attend the Holiday Open House and Pier Lighting on Thursday, November 19, 2025, from 5:00 PM - 9:00 PM; thanked the Public Works and Parks and Recreation Departments for their support in making the event special; announced a Holiday Scavenger Hunt for children running from November 19 through November 30, 2025; and noted that complimentary Santa photos will be available at the event, courtesy of Beach Santa Steve and Karl Meyer Photography.

Recreation Supervisor Michael Hudak invited the community to participate in the Manhattan Beach Pickleball Turkey Tournament at Manhattan Heights Park, taking place from November 28 through November 30, 2025.

Library Manager Cassandra Sargent announced an all-ages bingo event on Saturday, November 22, 2025; and invited the community to attend a Pressed Flower Luminary Jars program on Tuesday, November 25, 2025.

Waste Management Recycling Education Representative Bobby Bell announced that collection services scheduled for Thursday and Friday will be delayed by one day next week due to the Thanksgiving holiday; and reminded the community that disposing of batteries in the trash is strongly discouraged, as it can cause fires in collection trucks and lead to service interruptions.

Councilmember Howorth reported that she attended the Manhattan Beach Downtown Business and Professional Association meeting last week as part of her City Council assignment; and shared that the Community Development Department provided a Project Pulse presentation.

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:

Oliver Stern - Workforce Housing for Teachers

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

Mayor Pro Tem Franklin shared that he attended a presentation by Los Angeles County District Attorney Nathan Hochman, hosted by the Los Angeles World Affairs Council on November 5, 2025, in recognition of District Attorney Hochman's first year in office.

H. CONSENT CALENDAR (APPROVE)

A motion was made by Councilmember Howorth, 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

2. City Council Minutes: [25-0526](#)

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

- a) City Council Regular Meeting Minutes of November 4, 2025
- b) City Council Adjourned Regular Meeting Minutes of November 10, 2025

(No Budget Impact) (City Clerk Tamura).

APPROVE

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

3. Financial Report: [25-0468](#)

- a) Schedule of Demands: October 2025
- b) Investment Portfolio for the Month Ending September 30, 2025
- c) Month End Report for September 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 Approval of a Purchase of a 21-Passenger ARBOC [25-0537](#)

Spirit of Mobility Low-Floor Bus from Creative Bus Sales in the Amount of \$230,503.64 for the Parks and Recreation Dial-a-Ride Program (Budgeted) (Parks and Recreation Director Leyman and Finance Director Bretthauer).

A) WAIVE FORMAL BIDDING DUE TO COOPERATIVE PURCHASING

B) AUTHORIZE PURCHASE

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

5. Consideration of: (1) Awarding RFP No. 1338-26 and Adopting a Resolution Approving a 32-Month Agreement with Two Optional One-Year Extensions at the City Managers Sole Discretion with ReNewell Fleet Services, LLC for a total of \$700,000, plus a \$75,000 Emergency Contingency, for a Total Not-to- Exceed Amount of \$775,000 for Emergency Vehicle Maintenance and Repair Services for Fire Apparatus; and (2) Appropriating \$30,000 from the General Fund Balance (Partially Budgeted) (Fire Chief Alexander)

[25-0478](#)

A) ADOPT RESOLUTION NO. 25-0126

B) APPROPRIATE FUNDS

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

6. Consideration of a Second Reading and Adoption of Ordinance No. 25-0012, Amending Section 10.52.050(D) of the Manhattan Beach Municipal Code Related to Accessory Structure Rear Yard Setback Requirements (No Budget Impact) (Community Development Director Alkire).

[25-0538](#)

ADOPT ORDINANCE NO. 25-0012

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

7. Consideration of a Resolution Approving Amendment No. 1 to the Professional Services Agreement with Dixon Resources Unlimited in the Amount of \$151,000 for Specialized Municipal Parking Operations Consulting Services at a Total Not-to-Exceed Amount of \$225,000 (Budgeted) (Interim Public Works Director Semaan).

[25-0492](#)

ADOPT RESOLUTION NO. 25-0127

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

8. Consideration of a Resolution Approving Amendment No. 1 for a One-Year Term Extension of the Managed Detection and Response Services Agreement with Savant Solutions, Inc. with an Additional Amount of \$122,913, for a New Not-to-Exceed Amount of \$350,622 (Budgeted) (Information Technology Director Guardado).

[25-0523](#)

ADOPT RESOLUTION NO. 25-0128

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

I. ITEMS REMOVED FROM THE CONSENT CALENDAR

None.

J. PUBLIC HEARINGS[25-0446](#)

9. Conduct a Public Hearing and Consider Introducing an Ordinance 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).

(Estimated Time: 1 Hr. 30 Mins.)

A) CONDUCT PUBLIC HEARING**B) INTRODUCE ORDINANCE NO. 25-0013****C) ADOPT RESOLUTION NO. 25-0129****D) PROVIDE DIRECTION ON TIERED SIDEWALK DINING USE FEE****E) REVIEW AND PROVIDE DIRECTION ON DRAFT RESOLUTIONS REGARDING OUTDOOR DINING GUIDELINES AND SUBMITTAL OF AMENDMENTS TO THE CALIFORNIA COASTAL COMMISSION**

Community Development Director Masa Alkire introduced Senior Planner Jaehee Yoon who provided the PowerPoint presentation.

Senior Planner Yoon, City Manager Talyn Mirzakhania, Traffic Engineer Erik Zandvliet and Police Chief Rachel Johnson responded to City Council questions.

Senior Planner Yoon continued the PowerPoint presentation on Private Property Outdoor Dining and responded to City Council questions.

Senior Planner Yoon continued the PowerPoint presentation on Commercial Vehicle Loading.

Traffic Engineer Zandvliet responded to City Council questions.

Senior Planner Yoon continued the PowerPoint presentation on Tiered Sidewalk Dining Use Fee.

Senior Planner Yoon and City Manager Mirzakhania responded to City Council questions.

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

Jim Burton (attempted to provide public comment but was unable to speak due to technical difficulties on his end)

City Attorney Quinn Barrow responded to City Council questions.

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

Community Development Director Alkire responded to City Council questions.

A motion was made by Councilmember Howorth, seconded by Councilmember Charelian, to introduce 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; and adopt Resolution No. 25-0129, approving a Negative Declaration pursuant to the California Environmental Quality Act (CEQA) for code amendments to the Manhattan Beach Municipal Code and Manhattan Beach Local Coastal Program related to the long-term outdoor dining program development.

City Attorney Barrow read the title for Ordinance No. 25-0013:

AN ORDINANCE OF THE CITY OF MANHATTAN BEACH AMENDING SECTIONS OF THE MANHATTAN BEACH MUNICIPAL CODE AND THE MANHATTAN BEACH LOCAL COASTAL PROGRAM RELATED TO THE LONG-TERM OUTDOOR DINING PROGRAM DEVELOPMENT

The motion carried by the following vote:

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

Nay: 0

A motion was made by Councilmember Charelian, seconded by Mayor Pro Tem Franklin, to approve the implementation of a tiered sidewalk dining use fee structure. The motion carried by the following vote:

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

Nay: 0

City Manager Mirzakhanian, Community Development Director Alkire and City Attorney Barrow responded to City Council Questions.

At 7:41 PM, the City Council recessed and reconvened at 7:52 PM with all City Councilmembers present.

10. Conduct Public Hearing and Consider Adopting Two Ordinances to Amend Title 9 and Chapter 3.16 of the Manhattan Beach Municipal Code 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).

[25-0542](#)

(Estimated Time: 10 Mins.)

A) CONDUCT PUBLIC HEARING

B) ADOPT ORDINANCE NOS. 25-0009 AND 25-0010

C) ADOPT RESOLUTION NOS. 25-0118 AND 25-0119

Community Development Director Masa Alkire introduced Building Official Ryan Heise who provided the PowerPoint presentation and 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.

Mayor Pro Tem Franklin asked City Attorney Quinn Barrow whether one motion could be made for both ordinances or if they should be considered separately.

City Attorney Barrow advised that the motions be kept separate for the Ordinances.

A motion was made by Mayor Pro Tem Franklin, seconded by Councilmember Tarnay, to adopt Ordinance No. 25-0009, adopting by reference the 2025 Editions of the California Building Code, California Residential Code, California Electrical Code, California Plumbing Code, California Mechanical Code, California Existing Building Code, California Green Building Standards Code, California Energy Code, California Administrative Code, California Historical Building Code and the California referenced Standard Code; together with certain amendments, deletions and additions; and approving a California Environmental Quality Act (CEQA) exemption determination.

City Attorney Barrow read the title for Ordinance No. 25-0009:

AN ORDINANCE OF THE CITY OF MANHATTAN BEACH ADOPTING BY REFERENCE THE 2025 EDITIONS OF THE CALIFORNIA BUILDING CODE, CALIFORNIA RESIDENTIAL CODE, CALIFORNIA ELECTRICAL CODE, CALIFORNIA PLUMBING CODE, CALIFORNIA MECHANICAL CODE, CALIFORNIA EXISTING BUILDING CODE, CALIFORNIA GREEN BUILDING STANDARDS CODE, CALIFORNIA ENERGY CODE, CALIFORNIA ADMINISTRATIVE CODE, CALIFORNIA HISTORICAL BUILDING CODE AND THE CALIFORNIA REFERENCED STANDARDS CODE; TOGETHER WITH CERTAIN AMENDMENTS, DELETIONS AND ADDITIONS; AND APPROVING A CEQA EXEMPTION DETERMINATION

The motion carried by the following vote:

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

Nay: 0

A motion was made by Mayor Pro Tem Franklin, seconded by Councilmember Howorth, to adopt Ordinance No. 25-0010, adopting by reference the 2025 Edition of the California Fire Code together with certain deletions, additions and amendments, amending Title 3 of the Manhattan Beach Municipal Code and approving a California Environmental Quality Act (CEQA) exemption determination; adopt Resolution No. 25-0118, making express findings and determinations that modifications to the 2025 California Building Code, California Residential Code, California Electrical Code, California Plumbing Code, California Mechanical Code, and the California Existing Building Code, as adopted by the City of Manhattan Beach, are reasonably necessary because of local climatic, geological or topographical conditions; and adopt Resolution No. 25-0119, making express findings and determinations that modifications to the 2025 California Fire Code are reasonably necessary because of local climatic, geological or topographical conditions.

City Attorney Barrow read the title for Ordinance No. 25-0010:

AN ORDINANCE OF THE CITY OF MANHATTAN BEACH ADOPTING BY REFERENCE THE 2025 EDITION OF THE CALIFORNIA FIRE CODE TOGETHER WITH CERTAIN DELETIONS, ADDITIONS AND AMENDMENTS; AMENDING TITLE 3 OF THE MANHATTAN BEACH MUNICIPAL CODE; AND APPROVING A CEQA EXEMPTION DETERMINATION

The motion carried by the following vote:

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

Nay: 0

K. GENERAL BUSINESS

11. Fiscal Year 2025-2026 First Quarter Budget Update, Including an Appropriation of \$188,144 from the Fleet Fund Balance and Authorization to Upgrade the Purchase of a Replacement Fire Apparatus Approved on May 6, 2025, and One Proposed Staffing Adjustment (Partially Budgeted) (Finance Director Bretthauer). [25-0288](#)
(Estimated Time: 15 Mins.)

A) RECEIVE REPORT**B) APPROPRIATE FUNDS****C) AUTHORIZE PURCHASE CHANGE ORDER****D) APPROVE STAFFING ADJUSTMENT**

Finance Director Libby Bretthauer provided the PowerPoint presentation.

Finance Director Bretthauer, Fire Chief Jesse Alexander and Human Resources Director Lisa Jenkins 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.

A motion was made by Councilmember Howorth, seconded by Mayor Pro Tem Franklin, to appropriate \$188,144 from the Fleet Fund balance to upgrade the replacement Fire Apparatus approved on May 6, 2025; authorize the City Manager to execute the Purchase Change Order; and approved the proposed staffing adjustment. The motion carried by the following vote:

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

Nay: 0

12. Consideration of a Resolution Approving the Proposed Fiscal Year 2025-2026 Chamber of Commerce Work Plan Agreement; Future Lease Payments for a New Lease Associated with the Office Space Utilized by the Chamber of Commerce; and Receipt of the Fiscal Year 2024-2025 Work Plan Report (Potential Budget Impact) (City Manager Mirzakhaniah) [25-0197](#)
(Estimated Time: 1 Hr.)
A) **ADOPT RESOLUTION NO. 25-0131**
B) **AUTHORIZE THE CITY MANAGER TO FINALIZE THE TERMS AND EXECUTE THE AGREEMENT AND A NEW LEASE**
C) **DISCUSS & PROVIDE DIRECTION REGARDING FUTURE LEASE PAYMENTS**
D) **RECEIVE AND FILE FY 2024-2025 WORK PLAN REPORT**

Senior Management Analyst Patricia Matson provided the PowerPoint presentation.

Manhattan Beach Chamber of Commerce President and Chief Executive Officer Jill Lamkin provided the PowerPoint presentation on behalf of the Chamber of Commerce.

Senior Management Analyst Matson, Manhattan Beach Chamber of Commerce President and Chief Executive Officer Lamkin, City Attorney Quinn Barrow, City Manager Talyn Mirzakhaniah and Manhattan Beach Chamber of Commerce Director Peter Kim responded to City Council questions.

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

*Manhattan Beach Chamber of Commerce Chair Elect Jessica Vincent
Manhattan Beach Chamber of Commerce Director Robin Curren
Manhattan Beach Chamber of Commerce Director Peter Kim*

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

City Manager Mirzakhaniah responded to City Council questions.

Mayor Lesser proposed a friendly amendment to the motion to direct the Chamber of Commerce to include analytics and performance metrics in future semi-annual reports.

Councilmember Tarnay accepted the friendly amendment.

A motion was made by Councilmember Tarnay, seconded by Councilmember Charelian, to direct staff to proceed with Priority Funding Level 2, for an additional \$35,000 to the already funded \$40,000 for a total of \$75,000; adopt Resolution No. 25-0131, authorizing the City Manager to approve an agreement

and lease between the City of Manhattan Beach and the Manhattan Beach Chamber of Commerce for economic and business development, visitor attraction, and community enhancement services, as well as office space; approve the Chamber of Commerce Work Plan Agreement for Fiscal Year 2025–2026; approve a new five-year lease at \$1.00 per year and reduce the Chamber’s dedicated parking spaces from four to two; authorize the City Manager to finalize the terms and execute the agreement and new lease; and Receive and File the Fiscal Year 2024–2025 Work Plan Report. A friendly amendment accepted by the maker of the motion, to direct the Chamber of Commerce, to include analytics and performance metrics in future semi-annual reports. The motion carried by the following vote:

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

Nay: 0

At 10:01 PM, the City Council recessed and reconvened at 10:09 PM with all City Councilmembers present.

13. Consideration of a One-Year Pilot Program with FilmLA to Facilitate the City’s Film Permitting Process and Adoption of a New Film Permit Fee Structure (Budgeted) (Parks and Recreation Director Leyman).

[25-0184](#)

(Estimated Time: 45 Mins.)

A) APPROVE

B) ADOPT RESOLUTION NO. 25-0130

Parks and Recreation Director Mark Leyman introduced Senior Management Analyst Linda Robb who provided the PowerPoint presentation.

At 10:18 PM, a motion was made by Councilmember Howorth, 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

Senior Management Analyst Robb, City Manager Talyn Mirzakhian, Parks and Recreation Director Leyman and FilmLA Director of Integrated Communications Amy Kradolfer 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.

The City Council directed staff to work with FilmLA to evaluate the limitations and restrictions the City can impose on film productions, identifying potential additional restrictions (e.g., location, frequency, impact), assessing the impact on City departments, and review the fee structure to determine the extent to which proposed rates could be increased to avoid significant reductions.

L. CITY COUNCIL REQUESTS AND REPORTS INCLUDING AB 1234 REPORTS

Items Nos. 14 and 15 were discussed under Section M., Future Agenda Items.

M. FUTURE AGENDA ITEMS

**14. City Council AB 1234 Reports.
RECEIVE AND FILE**

[25-0533](#)

None.

15. Consideration of a Request by Councilmember Howorth and Councilmember Tarnay to Discuss an Enforcement Plan Related to Mobile Vending Businesses (City Manager Mirzakhanian).

[25-0550](#)

DISCUSS AND PROVIDE DIRECTION

Councilmember Charelian 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 evaluating the feasibility of an enforcement plan for mobile vending businesses.

Mayor Lesser requested to agendize a discussion on convening a public group to provide input on future Veterans Day Ceremonies, including strategies for improved marketing and programming. The item will be routed through the Parks and Recreation Commission. Councilmember Charelian concurred.

N. CITY MANAGER REPORT

None.

O. CITY ATTORNEY REPORT

None.

P. INFORMATIONAL ITEMS

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

[25-0527](#)

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

17. Commission Minutes:[25-0548](#)

This Item Contains Minutes of the following City Commission Meetings:

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

(Parks and Recreation Director Leyman)

b) Library Commission Meeting Minutes of July 14, 2025

(Parks and Recreation Director Leyman)

c) Cultural Arts Commission Meeting Minutes of July 21, 2025

(Parks and Recreation Director Leyman)

d) Parks and Recreation Commission Meeting of July 28, 2025

(Parks and Recreation Director Leyman)

e) Library Commission Meeting Minutes of August 11, 2025

(Parks and Recreation Director Leyman)

f) Cultural Arts Commission Meeting Minutes of August 18, 2025

(Parks and Recreation Director Leyman)

g) Parks and Recreation Commission Meeting of August 25, 2025

(Parks and Recreation Director Leyman)

h) Library Commission Meeting Minutes of September 8, 2025

(Parks and Recreation Director Leyman)

i) Cultural Arts Commission Meeting Minutes of September 15, 2025

(Parks and Recreation Director Leyman)

j) Parks and Recreation Commission Meeting of September 22, 2025

(Parks and Recreation Director Leyman)

k) Parks and Recreation Commission Meeting of September 29, 2025

(Parks and Recreation Director Leyman)

l) Library Commission Meeting Minutes of October 13, 2025

(Parks and Recreation Director Leyman).

INFORMATION ITEM ONLY

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

Q. CLOSED SESSION

None.

R. ADJOURNMENT

*At 11:00 PM, Mayor Lesser adjourned the meeting to the Monday,
November 24, 2025, Adjourned Regular City Council Meeting at 6:00
PM.*

Breana Contreras
Recording Secretary

David Lesser
Mayor

ATTEST:

Liza Tamura
City Clerk