

## City Council Regular Meeting

### Regular Meeting

**Tuesday, April 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

**Acting Finance Director** Libby Bretthauer

**Human Resources Director** Lisa Jenkins

**Parks and Recreation Director** Mark Leyman

**Police Chief** Rachel Johnson

**Interim Fire Chief** Michael Lang

**Interim Community Development Director** Michael Codron

**Public Works Director** Erick Lee

**Information Technology Director** Miguel Guardado

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#### **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, April 15, 2025 (the day of the meeting), via:

- 1) eComment at <http://www.manhattanbeach.gov/ecomment> or
- 2) Email to [cityclerk@manhattanbeach.gov](mailto: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](http://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, April 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 Certificates of Recognition to Alicia Fei, Evan Lee, Marcus Mann, Elara Onat, and Sophia Zandpour for Receiving the 2025 Circle Award for Excellence in Poetry Sponsored by the Parks and Recreation Department's Older Adults Program. [25-0172](#)

**PRESENT**

Attachments: [Certificates](#)

2. Presentation of Certificates of Recognition to the Outdoor Dining Task Force Members for their Participation as a Member and Alternate. [25-0179](#)

**PRESENT**

Attachments: [Outdoor Dining Task Force](#)

**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)**

*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, April 15, 2025 (the day of the meeting), via:*

- 1) eComment at <http://www.manhattanbeach.gov/ecomment> or
- 2) Email to [cityclerk@manhattanbeach.gov](mailto: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, city of residence, 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.*

*Please note, the City is not responsible for the public's use of Zoom as it relates to the software, configuration, and setting on a personal device. The public is encouraged to visit the Zoom website for information on use of this software. The City's use of Zoom is consistent with the platform features and functions as described on the Zoom web*

**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.*

**3. City Council Minutes: [25-0150](#)**

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

- a) City Council Adjourned Regular Meeting Minutes of March 31, 2025
- b) City Council Adjourned Regular Meeting Minutes of April 1, 2025
- c) City Council Regular Meeting Minutes of April 1, 2025  
(City Clerk Tamura).

**APPROVE**

**Attachments:** [City Council Adjourned Regular Meeting Minutes of March 31, 2025](#)  
[City Council Adjourned Regular Meeting Minutes of April 1, 2025](#)  
[City Council Regular Meeting Minutes of April 1, 2025](#)

**4. Financial Report: [25-0169](#)**

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

**ACCEPT REPORT AND DEMANDS**

**Attachments:** [Schedule of Demands for March 2025](#)  
[Investment Portfolio for February 2025](#)  
[Financial Month End Report February 2025](#)

**5. Declaration of a Proclamation Declaring April 2025, as National Poetry Month. [25-0178](#)****PROCLAIM****6. Consideration of Approving a Comprehensive Citywide Salary Schedule for All City Positions and Adjustments to Salary Ranges (No Budget Impact) (Human Resources Director Jenkins). [25-0167](#)****ADOPT RESOLUTION NO. 25-0037**

**Attachments:** [Resolution No. 25-0037](#)  
[City of Manhattan Beach Salary Schedule](#)

7. Consideration of Second Reading and Adoption of an Ordinance, [25-0165](#)  
Amending Chapter 2.37 (Public Projects) of the Manhattan Beach  
Municipal Code to Remove the Online Bid and Proposal Service Fee for  
Capital Projects and Public Construction Projects (No Budget Impact)  
(Public Works Director Lee).  
**ADOPT ORDINANCE NO. 25-0003**

Attachments: [Ordinance No. 25-0003](#)  
[Staff Report - April 1, 2025](#)

8. Consideration of a Resolution Approving a Three-Year Maintenance [25-0025](#)  
Services Agreement with West Coast Arborists for Tree Management  
Services in an Amount Not-to-Exceed \$3,102,425 (No Budget Impact)  
(Public Works Director Lee).  
**ADOPT RESOLUTION NO. 25-0038**

Attachments: [Resolution No. 25-0038](#)  
[Agreement - West Coast Arborists](#)

## 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.*

9. Conduct a Public Hearing for Consideration of Adopting a Resolution [25-0055](#)  
Regarding the Citywide User Fee Schedule and Cost Allocation Plan  
(Unbudgeted) (Acting Finance Director Bretthauer).  
**(Estimated Time: 45 Min.)**  
**A) CONDUCT PUBLIC HEARING**  
**B) ADOPT RESOLUTION NO. 25-0020**

Attachments: [Resolution No. 25-0020](#)  
[Exhibit A - Summary Tables for Staff Report](#)  
[Comprehensive Fee Schedule](#)  
[Comparative Analysis of Other City Fees](#)  
[User Fee Study Report](#)  
[Cost Allocation Plan Report](#)  
[PowerPoint Presentation](#)

10. Conduct a Public Hearing for Consideration of: [25-0144](#)
- a) Coastal Development Permits to Approve an Increase to Parking Meter Rates at On-Street Meters, City Parking Lots and Beach Parking Lots and an Increase to Commercial Parking Permit Rates in the Coastal Zone;
  - b) A Resolution to Approve an Increase to On-Street Parking Meter Rates Outside of the Coastal Zone; and
  - c) A Resolution to Approve an Increase to Citywide Parking Citation Penalties (Unbudgeted) (Acting Finance Director Bretthauer and Interim Community Development Director Codron).

(Estimated Time: 30 Min.)

**A) CONDUCT PUBLIC HEARING**

**B) ADOPT RESOLUTION NOS. 25-0039, 25-0040, 25-0041, AND 25-0042**

Attachments: [Resolution No. 25-0039 \(Appealable\)](#)  
[Resolution No. 25-0040 \(Non-Appealable\)](#)  
[Coastal Development Permit \(Appealable Area\)](#)  
[Coastal Development Permit \(Non-Appealable Area\)](#)  
[Resolution No. 25-0041 \(Parking Meter Rates Outside the Coastal Zone\)](#)  
[Parking Meter Zones Map](#)  
[Resolution No. 25-0042 \(Parking Citation Penalties\)](#)  
[Schedule of Parking Citation Penalties](#)  
[PowerPoint Presentation](#)

**K. GENERAL BUSINESS**

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

11. Consideration of a Revision to the City Council Assignments to Include a Library Subcommittee and Appointment of Two City Councilmembers as Delegate and Alternate (No Budget Impact) (City Clerk Tamura). [25-0175](#)
- (Estimated Time: 15 Mins.)
- A) DISCUSS AND PROVIDE DIRECTION**
- B) APPOINT**

Attachments: [City Council Assignments \(Redline Version\)](#)  
[City Council Assignments Descriptions \(Redline Version\)](#)

12. Consideration of a Plan to Transition Parking Payment Infrastructure to Payment Kiosks and Mobile Pay Options (Unbudgeted) (Public Works Director Lee). [25-0106](#)

(Estimated Time: 30 Mins.)

**DISCUSS AND PROVIDE DIRECTION**

Attachments: [Parking Technology Roadmap](#)  
[PowerPoint Presentation](#)

13. Lot 3 Parking Structure Local Emergency Update (Unbudgeted) (Public Works Director Lee). [25-0120](#)

(Estimated Time: 30 Mins.)

- A) **DETERMINE THAT THERE IS A NEED TO CONTINUE THE EMERGENCY ACTION**
- B) **ADOPT RESOLUTION NO. 25-0043 RATIFYING A CONSTRUCTION AGREEMENT WITH CARBON ACTIVATED CORPORATION IN THE AMOUNT OF \$1,160,755 FOR THE CONSTRUCTION OF THE INTERIM PARKING LOT**

Attachments: [Resolution No. 24-0105](#)  
[Resolution No. 25-0043](#)  
[Agreement - Carbon Activated Corporation](#)  
[Interim Parking Lot Construction Drawings](#)  
[Map of Planned Parking Modifications](#)  
[Location Map](#)  
[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.*

14. City Council AB 1234 Reports. [25-0159](#)  
**RECEIVE AND FILE**

15. Consideration of a Request by Mayor Pro Tem Lesser and Councilmember Tarnay to Discuss the City's Noticing Policy for Residential Overlay District (ROD) Projects (City Manager Mirzakhani). [25-0182](#)  
**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.*

16. Agenda Forecast (City Clerk Tamura). [25-0151](#)  
**INFORMATION ITEM ONLY**

17. Commission Minutes: [25-0152](#)

This Item Contains Minutes of the following City Commission Meetings:

- a) Library Commission Meeting Minutes of August 12, 2024  
(Parks and Recreation Director Leyman)
- b) Library Commission Meeting Minutes of September 9, 2024  
(Parks and Recreation Director Leyman)
- c) Library Commission Meeting Minutes of November 12, 2024  
(Parks and Recreation Director Leyman)
- d) Cultural Arts Commission Meeting Minutes of December 16, 2024  
(Parks and Recreation Director Leyman)
- e) Parking and Public Improvements Commission Meeting Minutes of January 23, 2025 (Interim Community Development Director Codron)
- f) Cultural Arts Commission Meeting Minutes of February 19, 2025  
(Parks and Recreation Director Leyman)
- g) Finance Subcommittee Action Meeting Minutes of March 6, 2025  
(Acting Finance Director Bretthauer)
- h) Library Commission Meeting Minutes of March 10, 2025  
(Parks and Recreation Director Leyman).

**INFORMATION ITEM ONLY**

**Attachments:** [Library Commission Meeting Minutes of August 12, 2024 \(Cancelled\)](#)  
[Library Commission Meeting Minutes of September 9, 2024](#)  
[Library Commission Meeting Minutes of November 12, 2024](#)  
[Cultural Arts Commission Meeting Minutes of December 16, 2024 \(Cancelled\)](#)  
[Parking and Public Improvements Commission Meeting Minutes of January 23, 2025](#)  
[Cultural Arts Commission Meeting Minutes of February 19, 2025](#)  
[Finance Subcommittee Action Meeting Minutes of March 6, 2025](#)  
[Library Commission Meeting Minutes of March 10, 2025 \(Cancelled\)](#)

**Q. CLOSED SESSION**

**R. ADJOURNMENT****S. FUTURE MEETINGS****CITY COUNCIL MEETINGS**

*April 22, 2025 - Tuesday -- TBD - Boards and Commission Interviews*  
*May 6, 2025 - Tuesday -- 6:00 PM - City Council Meeting*  
*May 13, 2025 - Tuesday -- 6:00 PM - Budget Study Session*  
*May 20, 2025 - Tuesday -- 6:00 PM - City Council Meeting*  
*May 27, 2025 - Tuesday -- 6:00 PM - Budget Study Session*  
*June 3, 2025 - Tuesday -- 6:00 PM - City Council Meeting*  
*June 17, 2025 - Tuesday -- 6:00 PM - City Council Meeting*  
*July 1, 2025 - Tuesday -- 6:00 PM - City Council Meeting*  
*July 15, 2025 - Tuesday -- 6:00 PM - City Council Meeting*  
*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**

*April 21, 2025 - Monday - 4:00 PM - Cultural Arts Commission Meeting*  
*April 23, 2025 - Wednesday - 3:00 PM - Planning Commission Meeting*  
*April 24, 2025 - Thursday - 4:00 PM - Parking and Public Improvements Commission Meeting*  
*April 28, 2025 - Monday - 4:00 PM - Parks and Recreation Commission Meeting*  
*May 12, 2025 - Monday - 4:00 PM - Library Commission Meeting*  
*May 14, 2025 - Wednesday - 3:00 PM - Planning Commission Meeting*  
*May 19, 2025 - Monday - 4:00 PM - Cultural Arts Commission Meeting*  
*May 22, 2025 - Thursday - 4:00 PM - Parking and Public Improvements Commission Meeting*  
*May 26, 2025 - Monday - 4:00 PM - Parks and Recreation Commission Meeting (Reschedule to Thursday, May 29, 2025)*  
*May 28, 2025 - Wednesday - 3:00 PM - Planning Commission Meeting*  
*May 29, 2025 - Thursday - 4:00 PM - Parks and Recreation Commission Meeting (Rescheduled from Monday, May 26, 2025)*

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

*May 26, 2025 – Monday – Memorial Day*

*July 4, 2024 - Thursday - Independence Day*

*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, 2024 - 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*