

## City Council Regular Meeting

**Regular Meeting**  
**Tuesday, December 4, 2018**  
**6:00 PM**  
**City Council Chambers**



**Mayor Steve Napolitano**  
**Mayor Pro Tem Nancy Hersman**  
**Councilmember Richard Montgomery**  
**Councilmember David Lesser**  
**Councilmember Amy Howorth**

### Executive Team

Bruce Moe, City Manager  
Quinn Barrow, City Attorney

Derrick Abell, Police Chief  
Derrick Abell, Acting Fire Chief  
Steve Charelian, Interim Finance Director  
Stephanie Katsouleas, Public Works Director  
Mark Leyman, Parks & Recreation Director

Anne McIntosh, Community Development Director  
Liza Tamura, City Clerk  
Sanford Taylor, Information Technology Director  
Teresia Zadroga-Haase, Human Resources Director

### **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!

*Your presence and participation contribute to good city government.*

*By your presence in the City Council Chambers, you are participating in the process of representative government. To encourage that participation, this agenda provides an early opportunity for public comments under "Public Comments," at which time speakers may comment on any matter within the subject matter jurisdiction of the City Council, including items on the agenda.*

*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.citymb.info](http://www.citymb.info), 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.*

*Meetings are broadcast live through Manhattan Beach Local Community Cable, Channel 8 (Spectrum), Channel 35 (Frontier), and live streaming via the City's website.*

*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, November 28, 2018, 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.**

### A. PLEDGE TO THE FLAG

*Leilani Tran, Robinson Elementary School*

### B. ROLL CALL

### C. CEREMONIAL CALENDAR

1. Recognition of Bob Roy and the Bob Roy Salon for Providing 56 Years of Invaluable Service to the Manhattan Beach Community.  
**PRESENT**

[18-0499](#)

### D. 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**

## E. 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.*

## F. 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.*

*Each speaker may speak for up to 3 minutes. This is also the time for speakers to comment on items on the consent calendar that have not been previously removed by the City Council during approval of the agenda for individual consideration. For public hearings, speakers are encouraged to speak during the public hearing, if they want their comments to be included in the record for the public hearing.*

*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.*

## G. 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.*

### 2. City Council Minutes:

[18-0500](#)

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

- a) City Council Regular Meeting Minutes of October 16, 2018
  - b) City Council Regular Meeting Minutes of November 6, 2018
  - c) City Council Regular Meeting Minutes of November 20, 2018
- (City Clerk Tamura).

#### **APPROVE**

**Attachments:** [City Council Adjourned Regular Meeting Minutes of October 16, 2018](#)  
[City Council Regular Meeting Minutes of November 6, 2018](#)  
[City Council Regular Meeting Minutes of November 20, 2018](#)

### 3. Financial Reports:

[18-0497](#)

- a) Schedule of Demands: October 25, 2018
  - b) Investment Portfolio for the Month Ending October 31, 2018
  - c) Month End Report for October 31, 2018
- (Finance Director Charelian).

#### **ACCEPT REPORTS AND DEMANDS**

**Attachments:** [Schedules of Demands for October 25, 2018](#)  
[Investment Portfolio for the Month Ending October 31, 2018](#)  
[Month End Report for October 31, 2018](#)

4. Resolution No. 18-0159 Awarding Bid #1185-19 to Merrimac Energy Group for a Three-Year Bulk Fuel Contract with an Estimated Value of \$290,000 (Finance Director Charelian). [18-0487](#)  
**ADOPT RESOLUTION NO. 18-0159**  
***Attachments:*** [Resolution No. 18-0159](#)  
[Agreement - Merrimac Energy Group](#)  
[Bid #1185-19 Comparison for Bulk Fuel](#)
5. Budgeted Purchase of Proposition A Transportation Funds from the City of Diamond Bar (Finance Director Charelian). [18-0469](#)  
**ADOPT RESOLUTION NO. 18-0163**  
***Attachments:*** [Resolution No. 18-0163](#)  
[Agreement - City of Diamond Bar](#)
6. Donation of One Surplus Vehicle to the Manhattan Beach Community Emergency Response Team Association (Acting Fire Chief Abell). [18-0484](#)  
**APPROVE**  
***Attachments:*** [Agreement - MBCERTA](#)  
[Donation Request Letter from MBCERTA](#)
7. Request from the Library Commission to Discuss Adding Three New Library Commission Items to the Commission's Work Plan (Parks and Recreation Director Leyman). [18-0510](#)  
**APPROVE**  
***Attachments:*** [Memo – Library Commission Request](#)  
[Library Commission Minutes October 9, 2018](#)
8. Resolution No. 18-0160 Approving an Updated Agreement Between the City of Manhattan Beach and the Oceanographic Teaching Station to Occupy and Operate the Roundhouse Aquarium at the End of the Manhattan Beach Pier (Public Works Director Katsouleas). [18-0492](#)  
**ADOPT RESOLUTION NO. 18-0160**  
***Attachments:*** [Resolution No. 18-0160](#)  
[Agreement - Oceanographic Teaching Station \(Final\)](#)  
[Agreement - Oceanographic Teaching Station \(Redline\)](#)

9. Resolution No. 18-0161: 1) Awarding a Construction Contract to Elecnor Belco Electric Inc. (Belco) for \$263,572 for the Pedestrian Safety Improvements Project on Highland Avenue at 34th, 35th and 36th Streets, and on Manhattan Beach Blvd at Morningside Drive; 2) Authorizing the City Manager to Approve Additional Work, if Necessary, for up to \$26,428; 3) Approving the Plans and Specifications for the Pedestrian Safety Improvements Project, and 4) Approving the Re-Appropriation of \$40,000 from the FY 14/15 Non-Motorized Transportation Crosswalks & Bike Lanes Project; 5) Approving the Re-appropriation of \$110,000 from the FY 15/16 Annual Curb, Gutter and Ramp Replacement Project, and 6) Approving the Re-appropriation of \$140,000 from the Americans with Disabilities Act (ADA) Transition Plan Within Public Rights of Way Project (Public Works Director Katsouleas).

[18-0509](#)

- a) **ADOPT RESOLUTION NO. 18-0161**  
b) **RE-APPROPRIATE FUNDS**

Attachments: [Resolution No. 18-0161](#)  
[Agreement – Elecnor Belco Electric Inc.](#)  
[Bid Proposal](#)  
[Budget and Expenditures](#)  
[Location Map](#)  
[Plans and Specifications](#)

## H. ITEMS REMOVED FROM THE CONSENT CALENDAR

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

## I. PUBLIC HEARINGS

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

10. Ordinance No. 18-0024 (1) Amending the Manhattan Beach Municipal Code to Regulate Accessory Dwelling Units (ADUs) - Second Units on Lots with Single Family Residences, Amend Current Code Provisions regarding Accessory Structures, and Revise the Definition of “Kitchen; and (2) Making a Determination of Exemption under CEQA (Community Development Director McIntosh).

[18-0472](#)

- a) **CONDUCT PUBLIC HEARING**  
b) **INTRODUCE ORDINANCE NO. 18-0024**

Attachments: [Draft Ordinance No. 18-0024](#)  
[Legislative Digest](#)  
[Planning Commission Resolution No. 18-17](#)  
[Planning Commission Staff Report and Attachments- November 14, 2018](#)  
[Planning Commission Draft Minutes- November 14, 2018](#)

**J. GENERAL BUSINESS**

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

11. Discussion on the City's Plastic Pollution Policy (Community Development Director McIntosh). [18-0459](#)

**DISCUSS AND PROVIDE DIRECTION**

**Attachments:** [San Jose Supermarket Tray Alternatives](#)  
[2018 California Ocean Litter Strategy](#)  
[MB and OPC Litter Analysis](#)

12. Discussion of the Survey Results Regarding Changing the Name of Sepulveda Blvd. to Pacific Coast Highway (City Manager Moe). [18-0441](#)

**DISCUSS AND PROVIDE DIRECTION**

**Attachments:** [Business Survey Results](#)  
[Community Survey Results](#)

13. Resolution No. 18-0521, Placing a Ballot Measure on the March 5, 2019 General Municipal Election to Adjust the City's Hotel/Motel Transient Occupancy Tax (TOT) by up to 4% and Resolution No. 18-0164, Providing for the Filing of Rebuttal Arguments for City Measure (Finance Director Charelian and City Clerk Tamura) [18-0521](#)

**ADOPT RESOLUTION NOS. 18-0521 AND 18-0164**

**Attachments:** [Resolution No. 18-0521](#)  
[Resolution No. 18-0164](#)

14. Consideration of the City of Del Mar's Request to Prepare and File an Amicus Brief Opposing the Coastal Commission's Decision to Require Short-Term Rentals in Del Mar's Residential Districts, or as an Alternative, Join in an Amicus Brief Prepared by Another Jurisdiction to Support Local Control (Community Development Director McIntosh). [18-0526](#)

**AUTHORIZE**

**Attachments:** [Request Letter from City of Del Mar](#)

**K. CITY COUNCIL REQUESTS AND REPORTS INCLUDING AB 1234 REPORTS****L. FUTURE AGENDA ITEMS**

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

15. Agenda Forecast (City Clerk Tamura). [18-0501](#)  
**DISCUSS AND PROVIDE DIRECTION**

**Attachments:** [November 28, 2018 Agenda Forecast](#)

**M. CITY MANAGER REPORT**

**N. CITY ATTORNEY REPORT**

**O. INFORMATIONAL ITEMS**

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

**16. Commission & Subcommittee Minutes:**[18-0507](#)

This Item Contains Minutes of the following City Commission and Subcommittee Meetings:

- a) Cultural Arts Commission Meeting Minutes of December 18, 2017 (Parks and Recreation Director Leyman)
- b) Cultural Arts Commission Meeting Minutes of January 10, 2018 (Parks and Recreation Director Leyman)
- c) Cultural Arts Commission Meeting Minutes of February 26, 2018 (Parks and Recreation Director Leyman)
- d) Cultural Arts Commission Meeting Minutes of March 19, 2018 (Parks and Recreation Director Leyman)
- e) Cultural Arts Commission Meeting Minutes of April 16, 2018 (Parks and Recreation Director Leyman)
- f) Cultural Arts Commission Meeting Minutes of May 21, 2018 (Parks and Recreation Director Leyman)
- g) Cultural Arts Commission Meeting Minutes of June 18, 2018 (Parks and Recreation Director Leyman)
- h) Cultural Arts Commission Meeting Minutes of July 16, 2018 (Parks and Recreation Director Leyman)
- i) Cultural Arts Commission Meeting Minutes of August 20, 2018 (Parks and Recreation Director Leyman)
- j) Cultural Arts Commission Meeting Minutes of October 15, 2018 (Parks and Recreation Director Leyman)
- k) Parks and Recreation Commission Meeting Minutes of October 22, 2018 (Parks and Recreation Director Leyman)
- l) Finance Subcommittee Meeting Minutes of November 5, 2018 (Finance Director Charelian)
- m) Planning Commission Action Meeting Minutes of November 14, 2018 (Community Development Director McIntosh).

**INFORMATION ITEM ONLY**



**Attachments:** [Cultural Arts Commission Meeting Minutes of December 18, 2017](#)  
[Cultural Arts Commission Meeting Minutes of January 10, 2018](#)  
[Cultural Arts Commission Meeting Minutes of February 26, 2018](#)  
[Cultural Arts Commission Meeting Minutes of March 19, 2018](#)  
[Cultural Arts Commission Meeting Minutes of April 16, 2018](#)  
[Cultural Arts Commission Meeting Minutes of May 21, 2018](#)  
[Cultural Arts Commission Meeting Minutes of June 18, 2018](#)  
[Cultural Arts Commission Meeting Minutes of July 16, 2018](#)  
[Cultural Arts Commission Meeting Minutes of August 20, 2018](#)  
[Cultural Arts Commission Meeting Minutes of October 15, 2018](#)  
[Parks and Recreation Commission Meeting Minutes of October 22, 2018](#)  
[Finance Subcommittee Meeting Minutes of November 5, 2018](#)  
[Planning Commission Action Meeting Minutes of November 14, 2018](#)

## **P. CLOSED SESSION**

## **Q. ADJOURNMENT**

## **R. FUTURE MEETINGS**

### **CITY COUNCIL MEETINGS**

*December 18, 2018 - Tuesday -- 6:00 PM - City Council Meeting*  
*January 2, 2019 - Wednesday -- 6:00 PM - City Council Meeting*  
*January 15, 2019 - Tuesday -- 6:00 PM - City Council Meeting*  
*February 5, 2019 - Tuesday -- 6:00 PM - City Council Meeting*  
*February 19, 2019 - Tuesday -- 6:00 PM - City Council Meeting*  
*March 6, 2019 - Wednesday -- 6:00 PM - City Council Meeting*  
*March 19, 2019 - Tuesday -- 6:00 PM - City Council Meeting (Oath of Office)*  
*April 2, 2019 - Tuesday -- 6:00 PM - City Council Meeting*  
*April 16, 2019 - Tuesday -- 6:00 PM - City Council Meeting*  
*April 20, 2019 - Tuesday -- 6:00 PM - Joint City Council/MBUSD Board Members Meeting*  
*May 7, 2019 - Tuesday -- 6:00 PM - City Council Meeting*  
*May 21, 2019 - Tuesday -- 6:00 PM - City Council Meeting*  
*June 3, 2019 - Monday -- 6:00 PM - Joint City Council/Parks and Recreation Commission, Cultural Arts Commission and Library Commission Meeting*

**BOARDS, COMMISSIONS AND COMMITTEE MEETINGS**

*December 10, 2018 - Monday - 6:00 PM - Library Commission Meeting*  
*December 12, 2018 - Wednesday - 6:00 PM - Planning Commission Meeting*  
*December 17, 2018 - Monday - 6:00 PM - Cultural Arts Commission Meeting*  
*December 24, 2018 - Monday - 6:00 PM - Parks and Recreation Commission Meeting*  
*December 26, 2018 - Wednesday - 6:00 PM - Planning Commission Meeting*  
*December 27, 2018 - Thursday - 6:00 PM - Parking and Public Improvements Commission*  
*January 9, 2019 - Wednesday - 6:00 PM - Planning Commission Meeting*  
*January 14, 2019 - Monday - 6:00 PM - Library Commission Meeting*  
*January 21, 2019 - Monday - 6:00 PM - Cultural Arts Commission Meeting*  
*January 23, 2019 - Wednesday - 6:00 PM - Planning Commission Meeting*  
*January 24, 2019 - Thursday - 6:00 PM - Parking and Public Improvements Commission*  
*January 28, 2019 - Monday - 6:00 PM - Parks and Recreation Commission Meeting*  
*February 11, 2019 - Monday - 6:00 PM - Library Commission Meeting*  
*February 13, 2019 - Wednesday - 6:00 PM - Planning Commission Meeting*  
*February 18, 2019 - Monday - 6:00 PM - Cultural Arts Commission Meeting*  
*February 25, 2019 - Monday - 6:00 PM - Parks and Recreation Commission Meeting*  
*February 27, 2019 - Wednesday - 6:00 PM - Planning Commission Meeting*  
*February 28, 2019 - Thursday - 6:00 PM - Parking and Public Improvements Commission*

**S. CITY OFFICES CLOSED****CITY HOLIDAYS:**

*December 25, 2018 - Tuesday - Christmas Day Observed*  
*January 1, 2019 – Tuesday – New Years Day Observed*  
*January 21, 2019 – Monday – Martin Luther King Day*  
*February 18, 2019 - Monday - Presidents Day*  
*May 27, 2019 – Monday – Memorial Day*  
*July 4, 2019 - Thursday - Independence Day*  
*September 2, 2019 - Monday - Labor Day*  
*October 7, 2019 – Monday – Columbus Day*  
*November 11, 2019 – Monday – Veterans Day*  
*November 28-29, 2019 - Thursday & Friday - Thanksgiving Holiday*

**CITY OFFICES CLOSED ON FOLLOWING ALTERNATIVE FRIDAYS:**

*December 7, 2018*  
*December 21, 2018*  
*January 4, 2019*  
*January 18, 2019*  
*February 1, 2019*  
*February 15, 2019*  
*March 1, 2019*  
*March 15, 2019*  
*March 29, 2019*  
*April 12, 2019*  
*April 26, 2019*  
*May 10, 2019*  
*May 24, 2019*  
*June 7, 2019*  
*June 21, 2019*