

CITY OF MANHATTAN BEACH

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

AGENDA

City Council Regular Meeting

Regular Meeting

Tuesday, July 6, 2021

6:00 PM

City Council Chambers

Public Participation Via Zoom and In-Person at City Council Chambers



ELECTED OFFICIALS

Mayor Suzanne Hadley

Mayor Pro Tem Hildy Stern

Councilmember Steve Napolitano

Councilmember Richard Montgomery

Councilmember Joe Franklin

City Treasurer Tim Lilligren

EXECUTIVE TEAM

City Manager Bruce Moe

City Attorney Quinn Barrow

City Clerk Liza Tamura

Community Development Director Carrie Tai

Finance Director Steve Charelian

Interim Fire Chief Wolfgang Knabe

Human Resources Director Lisa Jenkins

Information Technology Director Terry Hackelman

Parks and Recreation Director Mark Leyman

Police Chief Derrick Abell

Interim Public Works Director Erick Lee

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 contributes to good city government.

By participating in City Council meetings, either in person or virtually, you are participating in the process of representative government. To encourage that participation, the City Council 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.

City Council Chambers are, once again, open to the public. Pursuant to Governor Newsom's executive orders issued in response to the COVID-19 pandemic, the City continues to offer an opportunity to participate in Council meetings via Zoom. In the interest of maintaining appropriate social distancing, the City Council encourages the public to participate by submitting comments in advance of the meeting, no later than 5:30 PM, July 6, 2021 (the day of the meeting), via:

- 1) eComment at <http://www.citymb.info/ecomment>;*
- 2) email to cityclerk@citymb.info; or*
- 3) telephone message recorded at (310) 802-5030.*

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

In addition, you may participate by joining Zoom during the meeting. Instructions are provided on item F (Public Comments).

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, 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, June 30, 2021, 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 a Proclamation Declaring the Month of July 2021, as Parks and Recreation Month.

[21-0105](#)

PRESENT

Attachments: [Proclamation - Parks and Recreation Month 2021](#)

2. Presentation of a Certificate of Recognition to Grace Donahue, Teen Entrepreneur and Owner of Grace's Organic Homemade Ice Cream.

[21-0211](#)

PRESENT

Attachments: [Certificate of Recognition - Grace Donahue](#)

3. Introduction of New Public Works Director Erick Lee.

4. Introduction of New Fire Chief Michael Lang.

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. 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.

Pursuant to Governor Newsom's Executive Order No. N-09-21, The City Council encourages the public to participate by submitting comments in advance of the meeting, no later than 5:30 PM, July 6, 2021 (the day of the meeting), via:

- 1) eComment at <http://www.citymb.info/ecomment>;
- 2) email to cityclerk@citymb.info; or
- 3) telephone message recorded at (310) 802-5030.

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

If you wish to speak on any item on the agenda, please register in advance by clicking the following link: <https://citymb.seamlessdocs.com/f/publiccomment>, even when submitting this request you will need to use the "raise hand" feature via Zoom during the presentation of that Agenda Item in order to confirm with the City Clerk's Office that you wish to provide comments.

- 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 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 website.

G. COVID-19**5. City Manager Report on EOC (Emergency Operations Center) and Update on COVID-19 Response.****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.

6. City Council Minutes: [21-0161](#)
This Item Contains Minutes of the Following City Council Meeting(s):
a) City Council Special Meeting Minutes of June 14, 2021
b) City Council Regular Meeting Minutes of June 15, 2021
(City Clerk Tamura).
APPROVE

Attachments: [City Council Special Meeting Minutes of June 14, 2021](#)
[City Council Regular Meeting Minutes of June 15, 2021](#)
7. Financial Reports: [21-0154](#)
Schedule of Demands for June 10, 2021, and June 17, 2021 (Finance Director Charelian).
ACCEPT REPORT AND DEMANDS

Attachments: [Schedule of Demands for June 10, 2021 and June 17, 2021](#)
8. Consideration of a Resolution Approving a Five-Year Agreement with AdminSure, Inc. for Third Party Administration Services in Support of the Self-Insured Workers' Compensation Program for an Amount Not-To-Exceed \$1,221,144 (Human Resources Director Jenkins). [21-0205](#)
ADOPT RESOLUTION NO. 21-0055

Attachments: [Resolution No. 21-0055](#)
[Agreement - AdminSure, Inc.](#)
9. Consideration of a Resolution Approving a Five-Year Agreement with AdminSure, Inc. for Third Party Administration Services in Support of the Self-Insured General Liability Program for an Amount Not-To-Exceed \$180,000 (Human Resources Director Jenkins). [21-0207](#)
ADOPT RESOLUTION NO. 21-0060

Attachments: [Resolution No. 21-0060](#)
[Agreement - AdminSure, Inc.](#)

10. Consideration of a Resolution Approving the Professional Services Agreement with Willdan Engineering for Calendar Year 2021 for Building and Safety Support Services, Including Code Enforcement, for the Community Development Department at a Cost Not-to-Exceed \$343,200 (Community Development Director Tai). [21-0193](#)
ADOPT RESOLUTION NO. 21-0054
Attachments: [Resolution No. 21-0054](#)
[Agreement - Willdan Engineering](#)
11. Consideration of: 1) Formally Accepting as Complete the Roof Replacements for the Recreation Hall and Recreation Center in Live Oak Park, and the Community Building at Marine Avenue Park; 2) Authorizing the Filing of the Notice of Completion with the County Recorder; 3) Approving Contract Change Order No. 5 with Best Contracting Services, Inc. for \$12,615; and 4) Releasing the Retention of \$15,440 (Public Works Director Lee). [21-0182](#)
ACCEPT AND AUTHORIZE
Attachments: [Change Order No. 5 - Best Contracting Services, Inc.](#)
[Change Order Nos. 1-4 - Best Contracting Services, Inc.](#)
[Location Map](#)
12. Consideration of a Resolution Approving the Application for \$4,936,566 in Grant Funds for the Urban Flood Protection Grant Program for Manhattan Beach Stormwater Infiltration Project (Public Works Director Lee). [21-0197](#)
ADOPT RESOLUTION NO. 21-0057
Attachments: [Resolution No. 21-0057](#)
[Project Site and Schematic Layout Overview](#)
[Part 1 and 2 Urban Flood Protection Grant Application](#)

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.

13. Conduct Public Hearing Regarding the Annual Stormwater Service Fee for Fiscal Year 2021-2022 (Finance Director Charelian). [21-0054](#)
a) **CONDUCT PUBLIC HEARING**
b) **ADOPT RESOLUTION NO. 21-0058**
Attachments: [Resolution No. 21-0058](#)

K. GENERAL BUSINESS

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

14. Quarterly Update on the City's Homelessness Initiatives (City Manager Moe). [21-0200](#)
RECEIVE REPORT
Attachments: [South Bay Beach Cities Report \(November 2019 - May 2021\)](#)
[Outreach Regional Response Report](#)
15. Continued Discussion of Fees for the Business Use of the Public Right-of-Way (Community Development Director Tai). [21-0209](#)
DISCUSS AND PROVIDE DIRECTION
Attachments: [Public Comment](#)
16. Enterprise Project Implementation Quarterly Update of: 1) Munis Enterprise Resource Planning (ERP), and 2) EnerGov Land Management System (LMS) Solutions; Demonstration of Munis Financials Module (Information Technology Director Hackelman). [21-0141](#)
RECEIVE REPORT

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.

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.

17. Commission Minutes:

[21-0210](#)

This Item Contains Minutes of the following City Commission Meetings:

- a) Planning Commission Meeting Minutes of March 24, 2021 (Community Development Director Tai)
- b) Planning Commission Meeting Minutes of May 26, 2021 (Community Development Director Tai)
- c) Parking and Public Improvements Commission Meeting Minutes of May 27, 2021 (Cancelled) (Community Development Director Tai)
- d) Planning Commission Meeting Minutes of June 23, 2021 (Cancelled) (Community Development Director Tai)
- e) Parking and Public Improvements Commission Meeting Minutes of June 24, 2021 (Cancelled) (Community Development Director Tai).

INFORMATION ITEM ONLY

Attachments: [Planning Commission Meeting Minutes of March 24, 2021](#)
[Planning Commission Meeting Minutes of May 26, 2021](#)
[Parking and Public Improvements Commission Meeting Minutes of May 27, 2021 \(Cancelled\)](#)
[Planning Commission Meeting Minutes of June 23, 2021 \(Cancelled\)](#)
[Parking and Public Improvements Commission Meeting Minutes of June 24, 2021 \(Cancelled\)](#)

Q. CLOSED SESSION

R. ADJOURNMENT

Adjourning in memory of Joseph "Big Joe" Cunningham.

S. FUTURE MEETINGS

CITY COUNCIL MEETINGS

July 20, 2021 - Tuesday -- 6:00 PM - City Council Meeting
August 3, 2021 - Tuesday -- 6:00 PM - City Council Meeting
August 24, 2021 - Tuesday -- 6:00 PM - City Council Meeting (Rescheduled)
September 7, 2021 - Tuesday -- 6:00 PM - City Council Meeting (Reorganization)
September 21, 2021 - Tuesday -- 6:00 PM - City Council Meeting
October 5, 2021 - Tuesday -- 6:00 PM - City Council Meeting
October 19, 2021 - Tuesday -- 6:00 PM - City Council Meeting
November 2, 2021 - Tuesday -- 6:00 PM - City Council Meeting
November 16, 2021 - Tuesday -- 6:00 PM - City Council Meeting
December 7, 2021 - Tuesday -- 6:00 PM - City Council Meeting
December 21, 2021 - Tuesday -- 6:00 PM - City Council Meeting

BOARDS, COMMISSIONS AND COMMITTEE MEETINGS

July 12, 2021 - Monday - 5:00 PM - Library Commission Meeting
July 14, 2021 - Wednesday - 3:00 PM - Planning Commission Meeting
July 19, 2021 - Monday - 5:00 PM - Cultural Arts Commission Meeting
July 22, 2021 - Thursday - 4:00 PM - Parking and Public Improvements Commission
July 26, 2021 - Monday - 6:00 PM - Parks and Recreation Commission Meeting
July 28, 2021 - Wednesday - 3:00 PM - Planning Commission Meeting
August 9, 2021 - Monday - 5:00 PM - Library Commission Meeting
August 11, 2021 - Wednesday - 3:00 PM - Planning Commission Meeting
August 16, 2021 - Monday - 5:00 PM - Cultural Arts Commission Meeting
August 23, 2021 - Monday - 6:00 PM - Parks and Recreation Commission Meeting
August 25, 2021 - Wednesday - 3:00 PM - Planning Commission Meeting
August 26, 2021 - Thursday - 4:00 PM - Parking and Public Improvements Commission

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

September 6, 2021 - Monday - Labor Day
October 11, 2021 – Monday – Columbus Day
November 11, 2021 – Thursday – Veterans Day
November 25-26, 2021 - Thursday & Friday - Thanksgiving Holiday
December 24, 2021 - Friday - Christmas Day Observed (Saturday, December 25, 2021)
December 31, 2021 – Friday – New Years Day Observed (Saturday, January 1, 2022)
January 17, 2022 – Monday – Martin Luther King Day
February 21, 2022 - Monday - Presidents Day
May 30, 2022 – Monday – Memorial Day
July 4, 2021 - Monday - Independence Day