

# **City of Manhattan Beach**

*1400 Highland Avenue  
Manhattan Beach, CA 90266*



## **Meeting Minutes - Draft**

**Tuesday, January 16, 2018**

**6:00 PM**

**Regular Meeting**

**City Council Chambers**

## **City Council Regular Meeting**

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

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:  
[www.citymb.info/city-officials/city-clerk/city-council-meetings-agendas-and-minutes](http://www.citymb.info/city-officials/city-clerk/city-council-meetings-agendas-and-minutes)

**A. PLEDGE TO THE FLAG**

*Olivia Guilford, American Martyrs School, led the Pledge of Allegiance.*

**B. ROLL CALL**

**Present:** 5 - Mayor Howorth, Mayor Pro Tem Napolitano, Councilmember Hersman, Councilmember Montgomery and Councilmember Lesser

**C. CEREMONIAL CALENDAR**

1. Presentation of Employee Service Awards to Employees Attaining 20 Years of Service or More.

[18-0037](#)

**PRESENT**

*Mayor Howorth, on behalf of the City Council, presented a certificate of recognition to Police Community Services Officer Ray Dawson for his 35 years of service to the City of Manhattan Beach. He also received a certificate of recognition from State Assemblyman Al Muratsuchi.*

*Interim City Manager Bruce Moe read the names of the City Employees being recognized that were unable to attend the meeting:*

*20 Years of Service*

*Arturo Camacho, Police Community Services Officer*

*John Dulmage, Fire Engineer/Paramedic*

*Steve Fairbrother, Fire Engineer/Paramedic*

*Jim Muth, Fire Captain*

*Gabriele Pierluissi, Police Executive Secretary*

*Brian Yount, Fire Engineer/Paramedic*

*25 Years of Service*

*Barbara Rosenberger, Police Records Technician/Matron*

*Tim Zins, Police Community Affairs Sergeant*

*30 Years of Service*

*Dale Ferguson, Public Works Water Plant Operator*

*Ismael Medrano, Public Works Engineering Technician II*

*Timothy O'Brien, Fire Captain*

**D. APPROVAL OF AGENDA AND WAIVER OF FULL READING OF ORDINANCES**

**A motion was made by Councilmember Montgomery, seconded by Councilmember Hersman, to approve the agenda and waive full reading of ordinances. The motion carried by the following vote:**

**Aye:** 5 - Howorth, Napolitano, Hersman, Montgomery and Lesser

## **E. CITY COUNCIL AND COMMUNITY ORGANIZATION ANNOUNCEMENTS OF UPCOMING EVENTS (1 MINUTE PER PERSON)**

*Mark Lipps, President of Manhattan Beach Chamber of Commerce announced the first Chamber of Commerce Town Hall Meeting on Wednesday, January 17, 2018, at the Joslyn Community Center. He also announced that the State of the City will take place on February 7, 2018, and it will be free to the public.*

*Melissa McCollum, Manhattan Beach Librarian, announced upcoming events.*

*Wayne Powell, Communications Director for Leadership Manhattan Beach and Manhattan Beach Coordinating Council, invited residents to the Coordinating Council Luncheon on Thursday, January 18, 2018, at the Belamar Hotel. He announced that March 24, 2018, is the 25th anniversary of Leadership Manhattan Beach with more details to follow. He concluded by voicing his support for the 2018 Bike Project of the Leadership Class.*

*Mayor Pro Tem Napolitano noted the Swearing-In Ceremony of Chief Derrick Abell that was held today and stated that it was inspiring.*

*Mayor Howorth, speaking for Kelly Stroman, Executive Director of the Downtown Business Association, reported that the Downtown Sidewalk Sale is January 19 - 21, 2018, and that there will be a Bloodmobile at the Farmers Market next Tuesday, January 23, 2018.*

*Interim City Manager Bruce Moe announced the Budget Community Meeting on January 30, 2018, from 6-8 PM, at the Joslyn Community Center and noted that it is an opportunity for the community to interact within the budget process.*

## **F. PUBLIC COMMENTS (3 MINUTES PER PERSON)**

*Mark Lipps commented about the Swearing-In Ceremony of Chief Derrick Abell and noted that it was very impressive.*

*Mayor Howorth announced that Acting City Manager Bruce Moe is now the Interim City Manager.*

*Kirk Moody displayed a flyer on the document reader regarding his wife, Nancy Paulikas, who has been missing for 15 months.*

## **G. CONSENT CALENDAR (APPROVE)**

**A motion was made by Councilmember Hersman, seconded by Councilmember Montgomery, to approve the Consent Calendar Item Nos. 2-9 removing Item No. 7 (Petition to File Late Claim for Refund of Veterinary Bill Costs Associated with Claim for Damages). The motion carried by the following vote:**

**Aye:** 5 - Howorth, Napolitano, Hersman, Montgomery and Lesser

2. City Council Minutes: [18-0038](#)

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

a) City Council Adjourned Regular Meeting Minutes (Closed Session) of January 3, 2018

b) City Council Regular Meeting Minutes of January 3, 2018  
(City Clerk Tamura).

**APPROVE**

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

3. Financial Report: [18-0011](#)

Schedules of Demands: December 21, 2017 (Acting Finance Director Charelian).

**ACCEPT REPORT AND DEMANDS**

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

4. Selection of Second Alternate for Los Angeles County Sanitation District Meetings (Mayor Howorth): [18-0008](#)

**APPROVE COUNCILMEMBER HERSMAN AS ALTERNATE II**

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

5. Resolution of Intention to Provide for Annual Levy and Collection of Assessments for the North Manhattan Beach Business Improvement District and Setting February 20, 2018 for a Public Hearing (Acting Finance Director Charelian): [RES 18-0005](#)

**ADOPT RESOLUTION NO. 18-0005**

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

6. Fiscal Year 2016-2017 Comprehensive Annual Financial Report (Acting Finance Director Charelian): [18-0039](#)

**RECEIVE AND FILE**

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

7. Petition to File Late Claim for Refund of Veterinary Bill Costs Associated with Claim for Damages (Human Resources Director Zadroga-Haase): [18-0020](#)

**DENY REQUEST**

This item was removed from the Consent Calendar and heard under Section H.  
Items removed from the Consent Calendar.

8. Accept as Complete the Sewer Main Rehabilitation Project Phase 2 by Miramontes Construction Company Inc.; Authorize Filing a Notice of Completion with the County Recorder; and Release the Retention for \$72,981.05 (Public Works Director Katsouleas). [18-0013](#)

**APPROVE**

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

9. Resolution Awarding a Construction Contract to All American Asphalt for \$1,027,047.60 for the Manhattan Avenue and Highland Avenue Pavement Rehabilitation and Curb Ramp Improvements Project; and Re-appropriation of Gas Tax funds in the amount of \$420,000 from the Rosecrans Resurfacing Project to the Manhattan Avenue and Highland Avenue Pavement Rehabilitation and Curb Ramp Improvements Project (Public Works Director Katsouleas). [RES 18-0009](#)

**ADOPT RESOLUTION NO. 18-0009**

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

**H. ITEMS REMOVED FROM THE CONSENT CALENDAR**

7. Petition to File Late Claim for Refund of Veterinary Bill Costs Associated with Claim for Damages (Human Resources Director Zadroga-Haase). [18-0020](#)

**DENY REQUEST**

*Mayor Howorth opened the floor to public comment.*

*Seeing no requests to speak, Mayor Howorth closed the floor to public comment.*

**A motion was made by Councilmember Montgomery, seconded by Mayor Pro Tem Napolitano, to approve the request for leave to file a late claim. The motion carried by the following vote:**

**Aye:** 5 - Howorth, Napolitano, Hersman, Montgomery and Lesser

**I. PUBLIC HEARINGS**

10. Resolution Authorizing the Allocation of Community Development Block Grant (CDBG) Funds for Fiscal Year 2018/2019 (Public Works Director Katsouleas).

[RES 18-0012](#)

**CONDUCT PUBLIC HEARING AND ADOPT RESOLUTION NO. 18-0012**

*Public Works Director Stephanie Katsouleas introduced the item and City Engineer Prem Kumar provided the staff presentation.*

*Mayor Howorth opened the public hearing.*

*Seeing no requests to speak, Mayor Howorth closed the public hearing.*

*City Engineer Kumar and Public Works Director Katsouleas responded to City Council questions.*

**A motion was made by Councilmember Hersman, seconded by Councilmember Lesser, to adopt Resolution No. 18-0012 authorizing the use of Fiscal year 2018-2019 Community Development Block Grant (CDBG) funds, estimated at \$99,323, for the construction of Americans with Disabilities Act (ADA) compliant curb ramps throughout the City. The motion carried by the following vote:**

**Aye:** 5 - Howorth, Napolitano, Hersman, Montgomery and Lesser

**J. GENERAL BUSINESS**

11. Consideration of the Leadership Manhattan Beach Class of 2018 [18-0002](#)  
Proposed Annual Project: Installation of Bicycle "Fixit" Stations and  
Locations Throughout the City (Public Works Director Katsouleas and  
Community Development Director McIntosh).  
**DISCUSS AND PROVIDE DIRECTION, APPROVE**

*Mayor Howorth introduced members of the Leadership Manhattan Beach Class of 2018 Eric Van Fossen, Kevin Chao and Maggie Lippon who provided a Video and PowerPoint Presentation.*

*Leadership Classmembers Van Fossen, Chao, Lippon and Public Works Director Stephanie Katsouleas responded to City Council questions.*

*Mayor Howorth opened the floor to public comment.*

*Mark Lipps, Manhattan Beach Chamber of Commerce, stated that the Chamber is preparing a map with bike paths, fix it stations, etc. and these stations could be included, if the information is received in time.*

*Fred Manna, Alumnus of Leadership Manhattan Beach (LMB) and Blue Zones Board Member, noted his support of this project.*

*John Wilcox, Alumnus of LMB, member of the South Bay Bike Coalition, supports this project.*

*Bill Hory noted the positive message being sent to visitors, along with sharrows and bike racks. Additionally, he supported including it on the chamber map.*

*Seeing no further requests to speak, Mayor Howorth closed the floor to public comment.*

**A motion was made by Mayor Pro Tem Napolitano, seconded by Councilmember Montgomery, to approve the Leadership Manhattan Beach Class of 2018 "Fixit" Stations project, to identify some locations, work with Staff and bring back for further approval. The motion carried by the following vote:**

**Aye:** 5 - Howorth, Napolitano, Hersman, Montgomery and Lesser

*At 7:10 PM City Council recessed and reconvened at 7:14 PM with all Councilmembers present.*



12. Approval of Refinancing of Underground Utility Assessment Districts 04-1, 04-3, 04-5, 05-2 and 05-6; Adoption of a Debt Management and Disclosure Policy (Acting Finance Director Charelian). [18-0040](#)

**APPROVE; ADOPT RESOLUTIONS; ADOPT POLICY**

*Interim City Manager Bruce Moe provided the Staff presentation.*

*Interim City Manager Moe responded to City Council questions.*

*Mayor Howorth opened the floor to public comment.*

*Seeing no requests to speak, Mayor Howorth closed the floor to public comment.*

**A motion was made by Councilmember Montgomery, seconded by Councilmember Lesser, to approve the refunding (refinancing) of Underground Utility Districts 04-1, 04-3, 04-5, 05-2 and 05-6. The motion carried by the following vote:**

**Aye:** 5 - Howorth, Napolitano, Hersman, Montgomery and Lesser

**A motion was made by Councilmember Montgomery, seconded by Councilmember Lesser, to adopt Resolution No. 18-0015 The motion carried by the following vote:**

**Aye:** 5 - Howorth, Napolitano, Hersman, Montgomery and Lesser

**A motion was made by Mayor Pro Tem Napolitano, seconded by Councilmember Lesser, to adopt Resolution No. 18-0016. The motion carried by the following vote:**

**Aye:** 5 - Howorth, Napolitano, Hersman, Montgomery and Lesser

**A motion was made by Mayor Pro Tem Napolitano, seconded by Councilmember Hersman, to adopt Resolution No. 18-0017. The motion carried by the following vote:**

**Aye:** 5 - Howorth, Napolitano, Hersman, Montgomery and Lesser

**A motion was made by Mayor Pro Tem Napolitano, seconded by Councilmember Montgomery, to adopt Resolution No. 18-0018. The motion carried by the following vote:**

**Aye:** 5 - Howorth, Napolitano, Hersman, Montgomery and Lesser

13. Discussion of Fees and Incentives for Historic Preservation Applications  
(Community Development Director McIntosh).

[18-0010](#)

**DISCUSS AND PROVIDE DIRECTION**

*Community Development Director Anne McIntosh provided the Staff presentation.*

*Community Development Director McIntosh and City Attorney Quinn Barrow responded to City Council questions.*

*Mayor Howorth opened the floor to public comment.*

*Jane Guthrie, remarked that an applicant could not apply for the Mills Act because there was no process for becoming a historic landmark property.*

*Annette Mejia noted that she is surprised that the fee is \$3000 and that the cost makes it financially impractical to apply.*

*Jan Dennis related that this project has taken 11 years and Manhattan Beach is losing its history.*

*Seeing no further requests to speak, Mayor Howorth closed the floor to public comment.*

**A motion was made by Mayor Pro Tem Napolitano, seconded by Councilmember Lesser, to reduce the current application fee for Historical Designation from \$2,901 to \$0, and change the current fee to apply for a Certificate of Appropriateness from \$3,199 to \$1,500. The motion carried by the following vote:**

**Aye:** 5 - Howorth, Napolitano, Hersman, Montgomery and Lesser

**A motion was made by Councilmember Lesser, seconded by Mayor Howorth, to return to the City Council with a new Mills Act Resolution. The motion carried by the following vote:**

**Aye:** 5 - Howorth, Napolitano, Hersman, Montgomery and Lesser

**K. CITY COUNCIL REPORTS AND COMMITTEE REPORTS INCLUDING  
AB 1234 REPORTS**

*Mayor Howorth and Councilmember Napolitano reported that they attended the Contract Cities Association Legislative Advocacy in Trip in Sacramento, California.*

*Councilmember Hersman reported attending the South Bay Cities Council of Government (SBCCOG) Meeting.*

*Councilmember Hersman requested that the City Council share some of the information obtained from attending meetings and conferences with the public and other Councilmembers and Mayor Howorth concurred.*

14. Pending Project(s) in Adjacent Cities: Update Northrop Grumman Lab Expansion Project (Redondo Beach) (Community Development Director McIntosh).

[18-0045](#)

**PROVIDE DIRECTION**

*Community Development Director Anne McIntosh presented a report on the Northrop Grumman Lab Expansion Project and it was determined that no action was currently needed.*

**L. FUTURE AGENDA ITEMS**

*Councilmember Montgomery inquired about the status of City Crosswalks and Mayor Pro Tem Napolitano requested an overall discussion to include funding.*

*Community Development Director Anne McIntosh responded to City Council questions.*

*Councilmember Hersman requested more information on the petition regarding Proposition 47 (Theft under \$950 is a misdemeanor) from the Police Department and Councilmember Lesser concurred that the item should return to the City Council.*

*Mayor Pro Tem Napolitano requested that the Agenda Forecast be included in the Agenda Packets with "Tentative" in bold and Mayor Howowrth concurred.*

**M. CITY MANAGER REPORT**

*Interim City Manager Bruce Moe announced that Detective Sergeant Matt Sabosky graduated from the Sherman Block Supervisory Leadership Institute (SLI) for front-line law enforcement supervisors..*

*Interim City Manager Moe announced that Public Works Department Employees Mark Wood, Joel Arellano, Jonatan Vasquez and Rudolfo Hurtado received Water Distribution Certification from the California State Water Resources Control Board.*

*He further added that four members of the Manhattan Beach Fire Department along with others from El Segundo, Redondo Beach, Torrance and West Covina went to Montecitio to assist in rescue and recovery. All returned safely.*

*Mayor Howorth stated that resident Jeff Nu with his trained dogs was called for search and rescue as a volunteer.*

**N. CITY ATTORNEY REPORT**

*City Attorney Quinn Barrow reported that advice letters on all of the new legislation are posted on the City's website.*

*Mayor Howorth commented on the attention and focus being given to sexual harassment and noted that Manhattan Beach should be a leader in saying that it is not tolerated and list the training that is provided.*

*Mayor Pro Tem Napolitano asked for a review of the process and procedures that are in place, how they compare with others, how they can be improved and return to the City Council for further consideration.*

*City Attorney Barrow responded to City Council questions and noted that another AB1234 Training (Ethics) will be coming in the next few months.*

**O. INFORMATIONAL ITEMS**

*None.*

**P. CLOSED SESSION**

*None.*

**Q. ADJOURNMENT**

*At 8:05 PM The City Council adjourned in memory of former Manhattan Beach Police Chief Harry Colemeyer and Manhattan Beach resident Jimmy McCaverty to the January 31, 2018, City Council Meeting at 5 PM.*

---

**Martha Alvarez**  
**Recording Secretary**

---

**Amy Howorth**  
**Mayor**

**ATTEST:**

---

**Liza Tamura**  
**City Clerk**