

City of Manhattan Beach

*1400 Highland Avenue
Manhattan Beach, CA 90266*



Meeting Minutes - Draft

Tuesday, April 23, 2019

6:00 PM

Work Plan Meeting

City Council Chambers

City Council Adjourned Regular Meeting

*Mayor Steve Napolitano
Mayor Pro Tem Nancy Hersman
Councilmember Richard Montgomery
Councilmember Suzanne Hadley
Councilmember Hildy Stern*

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A. CALL MEETING TO ORDER

At 6:00 PM, Mayor Napolitano called the meeting to order.

B. PLEDGE TO THE FLAG

Fire Chief Daryn Drum led the Pledge of Allegiance.

C. ROLL CALL

Present 5 - Mayor Steve Napolitano, Mayor Pro Tem Nancy Hersman, Councilmember Richard Montgomery, Councilmember Suzanne Hadley and Councilmember Hildy Stern

Department Heads Present - City Manager Bruce Moe, City Clerk Liza Tamura, Police Chief Derrick Abell, Finance Director Steve Charelian, Fire Chief Daryn Drum, Human Resources Director Lisa Jenkins, Public Works Director Stephanie Katsouleas, Parks and Recreation Director Mark Leyman, Community Development Director Anne McIntosh, and Information Technology Director Sanford Taylor.

Staff Present - Executive Assistant Mary Kirchwehm, Senior Deputy City Clerk Martha Alvarez, Senior Deputy City Clerk George Gabriel, Management Analyst Alexandria Latragna, and Deputy City Clerk Patricia Matson.

D. PUBLIC COMMENTS (3 MINUTES PER PERSON)

None.

E. GENERAL BUSINESS

1. Presentation of City Work Plan (City Manager Moe).

a) RECEIVE REPORT

b) DISCUSS AND PROVIDE DIRECTION

City Manager Bruce Moe provided an overview of the Work Plan discussion.

After City Council discussion with staff regarding the Work Plan, the following changes were proposed:

ADDITIONS TO WORK PLAN:

- *Senior & Scout House Project Including Joslyn Center Façade (Revise City Council Work Plan Summary Document)*
- *County Fire Assessment*
- *Telecomm Community Outreach/Education/Engagement*
- *Code Enforcement Review that includes:*
 - *Addressing Short Term Rentals*
 - *Upgrading Reach Manhattan Beach App*
 - *Review Fines*
 - *Evaluate Staffing*
- *Transportation Options Review (including Mobility Plan, Bike Master Plan, Micro Transit and Living Streets Manual)*
- *Public Safety Technology Assessment (Specifically Camera and Automated License Plate Readers)*
- *Downtown and North End Beautification*
- *Integrated Pesticide Management Policy*
- *Building Code Update*
- *Fire Code Adoption*
- *Expanded Wifi Opportunities in Public Places (i.e. Metlox and Parks)*
- *Murals (Updated Ordinance, Public-Private Partnership, and City Facilities)*
- *City Hall Mural*
- *Polliwog Park Play Equipment*
- *NFC Fitness Court Outreach*
- *Financing Mechanisms for Various Capital Improvement Projects*
- *Implementation of Police Department 2019/2020 Strategic Plan that includes:*
 - *Community Safety Collaboration Initiative*
- *Election Policy*

REMOVED ITEMS FROM WORK PLAN:

- *City Council Communications*
- *Items in Capital Improvement Plan that include:*
 - *Urban Forest Master Plan*
 - *Fire Station No. 2*
 - *Sepulveda Bridge Widening Project*
 - *Streetscape Enhancements – Side Demonstration Project*
 - *Parking Management*
- *Update on Portable Recording Equipment*

BUDGET DISCUSSION REQUESTS:

- *Explore Options for Accommodations/Shelter for Manhattan Beach Homeless.*
- *Vehicle/Fleet Management Software.*
- *Increased Crosswalk/Strand/Downtown Cleanings.*

MISCELLANEOUS COMMENTS TO WORK PLAN

- *Consolidate Various Human Resources Department Work Plan Items that include:*
 - *Review and Update Personnel Rules and Personnel Instructions*
 - *Employee Handbook*
 - *Policy for Processing Worker's Compensation Claims*
 - *Injury Illness Prevention Program (IIPP)*
- *List the funding source of each Work Plan item on new template.*
- *Brief the City Council on Emergency Preparedness and the City's Emergency Notification System.*
- *Return to the City Council with review of Environmental Work Plan to consider adding 100% renewable for City Facilities and Solar Panels at City Hall.*
- *Based on Chamber of Commerce feedback at Town Hall on May 1, 2019, explore Business Concierge idea.*

F. ADJOURNMENT

At 8:36 PM City Council adjourned the meeting to the Tuesday, April 30, 2019, Board and Commission Interviews City Council Meeting at 4:00 PM in the Police/Fire Conference Room.

Alexandria Latragna
Recording Secretary

Steve Napolitano
Mayor

ATTEST:

Liza Tamura
City Clerk