

TENTATIVE DRAFT – SUBJECT TO CHANGE
**FORECAST OF UPCOMING CITY COUNCIL MEETING ITEMS,
 INFORMATIONAL MEMOS, & FUTURE AGENDA ITEMS**

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| CEREMONIAL | CONSENT | PUBLIC HEARING | GENERAL BUSINESS | CITY COUNCIL | INFORMATIONAL |
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04/07/2020	Regular Meeting – 6:00 PM Tuesday
Deadlines	City Manager – 3/15 Finance – 3/18 City Attorney – 3/21 City Manager – 3/27 Packet – 4/1
	Pledge –
20-0132	1. Baby Passport (Ceremonial)
20-0111	2. Proclamation Declaring the Month of April, 2020, as DMV/Donate Life California Month (Ceremonial)
20-0112	3. City Council Minutes (City Clerk Tamura) (Consent)
20-0151	4. Financial Report: Schedules of Demands (Finance Director Charelian) (Consent)
20-0117	5. Consider Approving the Proposed Fiscal Year 2020-2021 Chamber of Commerce Work Plan Agreement in the Amount of \$62,545 (City Manager Moe) (Consent)
20-0118	6. Consider Approving a Memorandum of Understanding Between the City of Manhattan Beach, the City of Redondo Beach and the City of Hermosa Beach Regarding the Implementation of the South Bay Beach Cities Homelessness Project (City Manager Moe) (Consent)
20-0085	7. Consider Adopting a Resolution Awarding a Design Services Agreement to --- for the Polliwog Park Playground Project for the Amount of --- (Public Works Director Katsouleas) (Consent)
NO FILE	8. Consider Second Reading and Adoption of Ordinances Updating the Manhattan Beach Municipal Code Regarding Trees (Public Works Director Katsouleas) (Consent)
20-0137	9. Consider Adopting a Resolution Approving the Agreement with Quantum Quality Consulting, Inc. for \$59,000 for the Audit and Update of the Sewer System Management Plan (SSMP) as Required by the State Water Resources Control Board (SWRCB) Order no. 2006,.0003 (Public Works Director Katsouleas) (Consent)
20-0157	10. Accept as Complete the Slurry Seal and ARAM Project for Areas 4, 5, & 6 by American Asphalt South, Inc.; Authorize Filing a Notice of Completion with the County Recorder; and Release the Retention Amount of \$57,359 (Public Works Director Katsouleas) (Consent)
20-0157	11. Consider Adopting a Resolution Awarding a Professional Design Services Agreement for \$--- to Pacific Advanced Civil Engineering, Inc. (PACE) for the Pacific, Poinsettia and Voorhees Avenue Wastewater Pump Stations Improvement Project (Public Works Director Katsouleas) (Consent)
20-0056	12. Information and Report on Construction Hours on Saturdays (Community Development Tai) (General Business)
20-0029	13. Consider Installation of a Mural and Living Wall and Allocate Public Art Trust Funds (Parks and Recreation Director Leyman) (General Business)
20-0128	14. Consider the Installation of Public WiFi for the Metlox Plaza (Interim Information Technology Director Griffin) (General Business)
20-0088	15. Presentation of the Proposed 5-Year Capital Improvement Program (CIP) for Fiscal Year 2020-2021 Through Fiscal Year 2024-2025 (Public Works Director Katsouleas) (General Business)
20-0113	16. Agenda Forecast (Informational)
04/14/2020	Work Plan Meeting – 6:00 PM Tuesday
Deadlines	Packet – 4/8
	Pledge –
	1. Work Plan Discussion

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04/21/2020	<i>Regular Meeting – 6:00 PM Tuesday</i>
Deadlines	City Manager – 3/29 Finance – 4/1 City Attorney – 4/4 City Manager – 4/10 Packet – 4/15
	Pledge – Pennekamp Elementary School
20-0133	1. Baby Passport (Ceremonial)
20-0109	2. Proclamation Declaring the Month of April, 2020, as Earth Month (Ceremonial)
20-0110	3. Recognition to Manhattan Beach’s Certified Green Businesses (Ceremonial)
20-0114	4. City Council Minutes (City Clerk Tamura) (Consent)
20-0152	5. Financial Report: Schedules of Demands (Finance Director Charelian) (Consent)
20-0077	6. Consider Ordering Plans, Specifications, Cost Estimates and Engineer’s Report for Annual Streetlighting and Landscaping Assessments (Finance Director Charelian) (Consent)
20-0092	7. Formally Accept as Complete the Cycle 3 Federal SRTS Pedestrian Safety Improvements Project Constructed by Calpromax Engineering, Inc.; Authorize Filing Notice of Completion with the County Recorder; and Approve Release of Retention for \$27,484 (Public Works Director Katsouleas)
20-0093	8. Formally Accept as Complete the HSIP Cycle 5 Pedestrian Safety Improvements Project Constructed by PTM General Engineering Services, Inc.; Authorize Filing a Notice of Completion with the County Recorder; and Approve Release of Retention for \$25,695 (Public Works Director Katsouleas) (Consent)
20-0089	9. Receive an Update on the Fiber-to-the-Premises (FTTP) Pilot Area Design Project and Consider Next Steps (Public Works Director Katsouleas) (General Business)
20-0115	10. Agenda Forecast (Informational)
04/28/2020	<i>Boards and Commissions Interviews – TMD Tuesday</i>
	Pledge –

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05/05/2020	Regular Meeting – 6:00 PM Tuesday
Deadlines	City Manager – 4/12 Finance – 4/15 City Attorney – 4/18 City Manager – 4/24 Packet – 4/29
	Pledge – Grand View Elementary School
	1. Baby Passport (Ceremonial)
	2. Proclamations for the Month of May: (Ceremonial) a) Declaring May 2019 as National Fire Services Day b) Declaring May 2019 as National Municipal Clerks Week c) Declaring May 2019 as National Peace Officers Memorial Day d) Declaring May 2019 as International Firefighters Appreciation Day e) Declaring May 2019 as National Public Works Week f) Declaring May 2019 as National Building Safety Month g) Declaring May 2019 as National Older Americans Month
	3. City Council Minutes (City Clerk Tamura) (Consent)
20-0154	4. Financial Report: Schedules of Demands (Finance Director Charelian) (Consent)
20-0078	5. Consider Approving the Assessment Engineer’s Report for Annual Levy of Streetlighting Assessments for Fiscal Year 2020-2021 (Finance Director Charelian) (Consent)
20-0079	6. Consider the City Council’s Intention to Provide for Annual Levy and Collection of Assessments for Streetlighting Maintenance and Setting a Public Hearing for June 16, 2020 (Finance Director Charelian) (Consent)
20-0086	7. Consider the City Council’s Intention to Provide for Annual Levy and Collection Assessments for the Downtown Business Improvement District and Setting a Public Hearing for June 16, 2020 (Finance Director Charelian) (Consent)
20-0070	8. Conduct Public Hearing for Refuse Rates and Consider Adopting a Resolution for Refuse Rate Changes Effective on Utility Bills Generated from July 1, 2020 Through July 1, 2025 (Public Works Director Katsouleas) (Public Hearing)
	9. Appointments to City Boards and Commissions (City Clerk Tamura) (General Business)
20-0145	10. Consider Introducing a Presentation of Fiscal Year 2020-2021 Proposed Operating Budget (Finance Director Charelian) (General Business)
20-0068	11. Fee Waiver Requests Associated with Non-Profit Special Events (Parks and Recreation Leyman) (General Business)
20-0024	12. Consider Introducing an Ordinance Prohibiting Use of City Facilities for Campaign Events and Use of City Resources for Non-City Purposes, and Provide Direction on the Elections Policy (City Attorney Barrow and City Clerk Tamura) (General Business)
20-0028	13. Update on Donation Program Policy and Options (Parks and Recreation Director Leyman) (General Business)
	14. Update on Banner Policy (Parks and Recreation Director Leyman) (General Business)
20-0064	15. Presentation of the City Hall Mural Finalists (Parks and Recreation Director Leyman) (General Business)
20-0065	16. Presentation of the Community Grant Recommendation from the Cultural Arts Commission (Parks and Recreation Director Leyman) (General Business)
20-0014	17. Consider Funding Options for CalPERS Pension Liabilities (Finance Director Charelian) (General Business)
	18. Agenda Forecast (Informational)

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05/12/2020	<i>Budget Study Session – 6:00 PM Tuesday</i>
Deadlines	
	Pledge – 1. Budget
05/19/2020	<i>Regular Meeting – 6:00 PM Tuesday</i>
Deadlines	City Manager – 4/26 Finance – 4/29 City Attorney – 5/2 City Manager – 5/8 Packet – 5/13
	Pledge – 2. Baby Passport (Ceremonial) 3. City Council Minutes (City Clerk Tamura) (Consent)
20-0155	4. Financial Report: Schedules of Demands (Finance Director Charelian) (Consent)
20-0063	5. Presentation of the Update Park Master Plan (Parks and Recreation Director Leyman) (General Business)
	6. Agenda Forecast (Informational)
06/02/2020	<i>Regular Meeting – 6:00 PM Tuesday</i>
Deadlines	City Manager – 5/10 Finance – 5/13 City Attorney – 5/16 City Manager – 5/22 Packet – 5/27
	Pledge – Pacific Elementary School 1. Baby Passport (Ceremonial) 2. Public Safety Recognition (Ceremonial) a) Police Officer of the Year b) Medal of Valor Recipients
	3. Recognition to Outgoing Commissioners (Ceremonial)
	4. City Council Minutes (City Clerk Tamura) (Consent)
20-0156	5. Financial Report: Schedules of Demands (Finance Director Charelian) (Consent)
	6. Conduct Public Hearing to Consider the Fiscal Years Capital Improvement Plan (Public Works Director Katsouleas) (Public Hearing)
20-0147	7. Conduct Public Hearing Regarding the Adoption/Approval of Fiscal Year 2020-2021 Operating Budget and Establishing an Appropriation Limit (Finance Director Charelian) (Public Hearing)
	8. Ordinance Amending Building Code Adoption to Correct Findings Pertaining to Permit Exemptions (Community Development Director Tai) (General Business)
	9. Agenda Forecast (Informational)

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06/16/2020	Regular Meeting – 6:00 PM Tuesday
Deadlines	City Manager – 5/24 Finance – 5/27 City Attorney – 5/30 City Manager – 6/5 Packet – 6/10
	Pledge –
	1. Baby Passport (Ceremonial)
	2. City Council Minutes (City Clerk Tamura) (Consent)
20-0080	3. Financial Report: Schedules of Demands (Finance Director Charelian) (Consent)
	4. Conduct a Public Hearing Adopting a Resolution Providing for Annual Levy and Collection of Streetlighting and Landscaping District Maintenance Assessments for Fiscal Year 2020-2021 (Finance Director Charelian) (Public Hearing)
20-0087	5. Conduct Public Hearing Adopting Resolutions Regarding Renewal of Downtown Business Improvement District (BID) for Fiscal Year 2020-2021 Including Authorization to Collect Assessments; Ratification of the District Advisory Board; Authorization to Enter Into an Agreement with the Downtown Manhattan Beach Business and Professional Association; and Authorization to Disburse Fiscal Year 2019-2020 Assessments Collected (Finance Director Charelian) (Public Hearing)
20-0057	6. Consider Introducing an Ordinance Amending Building Code Adoption to Restore Permit Exemptions to Fences 7' and Under (Community Development Director Tai) (General Business)
	7. Agenda Forecast (Informational)
07/07/2020	Regular Meeting – 6:00 PM Tuesday
Deadlines	City Manager – 6/14 Finance – 6/17 City Attorney – 6/20 City Manager – 6/26 Packet – 7/1
	Pledge –
	1. Baby Passport (Ceremonial)
	2. Proclamation Declaring July 2019 as Parks and Recreation Month (Ceremonial)
	3. City Council Minutes (City Clerk Tamura) (Consent)
	4. Financial Report: Schedules of Demands (Finance Director Charelian) (Consent)
	5. Resolution Adopting the 2020 Conflict of Interest Code (City Clerk Tamura) (Consent)
	6. Agenda Forecast (Informational)
07/21/2020	Regular Meeting – 6:00 PM Tuesday
Deadlines	City Manager – 6/28 Finance – 7/1 City Attorney – 7/4 City Manager – 7/10 Packet – 7/15
	Pledge –
	1. Baby Passport (Ceremonial)
	2. City Council Minutes (City Clerk Tamura) (Consent)
20-0138	3. Financial Report: Schedules of Demands (Finance Director Charelian) (Consent)
	4. Conduct Public Hearing Regarding the Annual Stormwater Service Fee (Finance Director Charelian) (Public Hearing)
	5. Report on Police and Fire Software Updates and Solutions (Dispatch, Database, CAD and Emergency Notification System) (Police Chief Abell and Fire Chief Drum) (General Business)
	6. Agenda Forecast (Informational)
08/04/2020	Regular Meeting – 6:00 PM Tuesday
Deadlines	City Manager – 7/12 Finance – 7/15 City Attorney – 7/18 City Manager – 7/24 Packet – 7/29
	Pledge –
	1. Baby Passport (Ceremonial)
	2. Human Resources Professionals Week (Ceremonial)
	3. City Council Minutes (City Clerk Tamura) (Consent)
	4. Financial Report: Schedules of Demands (Finance Director Charelian) (Consent)
	5. Agenda Forecast (Informational)

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08/18/2020	<i>Regular Meeting – 6:00 PM Tuesday</i>
Deadlines	City Manager – 7/26 Finance – 7/29 City Attorney – 8/1 City Manager – 8/7 Packet – 8/12
	Pledge –
	1. Baby Passport (Ceremonial)
	2. City Council Minutes (City Clerk Tamura) (Consent)
	3. Financial Report: Schedules of Demands (Finance Director Charelian) (Consent)
	4. Agenda Forecast (Informational)
09/01/2020	<i>Regular Meeting – 6:00 PM Tuesday</i>
Deadlines	City Manager – 8/9 Finance – 8/12 City Attorney – 8/15 City Manager – 8/21 Packet – 8/26
	Pledge –
	1. Baby Passport (Ceremonial)
	2. City Council Minutes (City Clerk Tamura) (Consent)
	3. Financial Report: Schedules of Demands (Finance Director Charelian) (Consent)
	4. Agenda Forecast (Informational)
09/15/2020	<i>Regular Meeting – 6:00 PM Tuesday</i>
Deadlines	City Manager – 8/23 Finance – 8/26 City Attorney – 8/29 City Manager – 9/4 Packet – 9/9
	Pledge –
	1. Baby Passport (Ceremonial)
	2. City Council Minutes (City Clerk Tamura) (Consent)
	3. Financial Report: Schedules of Demands (Finance Director Charelian) (Consent)
	4. Agenda Forecast (Informational)
10/06/2020	<i>Regular Meeting – 6:00 PM Tuesday</i>
Deadlines	City Manager – 9/13 Finance – 9/16 City Attorney – 9/19 City Manager – 9/25 Packet – 9/30
	Pledge –
	1. Baby Passport (Ceremonial)
	2. City Council Minutes (City Clerk Tamura) (Consent)
	3. Financial Report: Schedules of Demands (Finance Director Charelian) (Consent)
	4. Agenda Forecast (Informational)
10/20/2020	<i>Regular Meeting – 6:00 PM Tuesday</i>
Deadlines	City Manager – 9/27 Finance – 9/30 City Attorney – 10/3 City Manager – 10/9 Packet – 10/14
	Pledge –
	1. Baby Passport (Ceremonial)
	2. City Council Minutes (City Clerk Tamura) (Consent)
	3. Financial Report: Schedules of Demands (Finance Director Charelian) (Consent)
	4. Agenda Forecast (Informational)
11/04/2020	<i>Regular Meeting – 6:00 PM Wednesday (General Municipal Elections on November 3, 2020)</i>
Deadlines	City Manager – 10/12 Finance – 10/15 City Attorney – 10/18 City Manager – 10/24 Packet – 10/29
	Pledge –
	1. Baby Passport (Ceremonial)
	2. Proclamation Declaring November 2020 as National Caregivers Month (Ceremonial)
	3. Recognition to the Winners of the 2020 Fire Department Annual “Home Escape Plan” (Ceremonial)
	4. City Council Minutes (City Clerk Tamura) (Consent)
	5. Financial Report: Schedules of Demands (Finance Director Charelian) (Consent)
	6. Agenda Forecast (Informational)

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11/17/2020	<i>Regular Meeting – 6:00 PM Tuesday</i>
Deadlines	City Manager – 10/25 Finance – 10/28 City Attorney – 10/31 City Manager – 11/6 Packet – 11/11
	Pledge –
	1. Baby Passport (Ceremonial)
	2. City Council Minutes (City Clerk Tamura) (Consent)
	3. Financial Report: Schedules of Demands (Finance Director Charelian) (Consent)
	4. Agenda Forecast (Informational)
12/01/2020	<i>Regular Meeting – 6:00 PM Tuesday – City Council Reorganization Mayor Hadley/Mayor Pro Tem Stern</i>
Deadlines	City Manager – 11/8 Finance – 11/11 City Attorney – 11/14 City Manager – 11/20 Packet – 11/25
	Pledge –
	1. City Council Minutes (City Clerk Tamura) (Consent)
	2. Financial Report: Schedules of Demands (Finance Director Charelian) (Consent)
	3. Agenda Forecast (Informational)
12/15/2020	<i>Regular Meeting – 6:00 PM Tuesday</i>
Deadlines	City Manager – 11/22 Finance – 11/25 City Attorney – 11/28 City Manager – 12/4 Packet – 12/9
	Pledge –
	1. City Council Minutes (City Clerk Tamura) (Consent)
	2. Financial Report: Schedules of Demands (Finance Director Charelian) (Consent)
	3. One Year Update on Application Previously Approved to Allow an Office Use on the Ground Floor of a Building at 1419 Highland Avenue (Zebrowski) (Community Development Director Tai) (Consent)
	4. Agenda Forecast (Informational)

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INFORMATIONAL MEMOS

Date Requested	Councilmember/ Staff Requested	Responsible Department	Memo	Anticipated Date
2/19/19	City Council	CD	Information on the Use of Single-Use Plastic Bottles at City Events and Facilities	TBD
7/17/18	City Council	CD	Receive and File Update on Ridership for Beach Cities Transit Line 109	TBD
12/3/19	City Council	IT	Options Regarding WiFi at Metlox	4/7/20

CITY COUNCIL REQUESTS

Date Requested	Councilmember/ Staff Requested	Responsible Department	Memo	Anticipated Date
WP 3/9/18	City Clerk	CC IT	Update on Centralized Citywide Contract Management Systems	TBD
WP 3/9/18	HR Director	HR	Comprehensive Update of Personnel Rules, Policies and Procedures Handbook	TBD
2/5/19	Montgomery	MS	Information on Opt-In Insurance Program (Homeline Service Warranty)	TBD
5/21/19	City Council	MS	Report on Leadership Manhattan Beach	TBD
5/21/19	Napolitano	CD	Report on Landscaping Electric Tools as Recommended by the Sustainability Task Force	Q2 2020
6/5/19	City Manager	MS	Information on Purchasing Beds in a Homeless Facility	TBD
7/2/19	City Council	PW	Discuss Ground Pavement Lighting Near Joslyn Community Center	TBD
8/6/19	Napolitano	CD	Review Recommendations by the Sustainability Task Force Regarding Energy Efficiency Standards	Q2 2020
8/6/19	Napolitano	CD	Review Recommendations by the Sustainability Task Force Regarding Expanding Runoff Requirements to Zero Discharge for Private Properties	Q2 2020
12/3/19	City Council	CD	One Year Update on Application Previously Approved to Allow an Office Use on the Ground Floor of a Building at 1419 Highland Avenue (Zebrowski)	12/15/20
---	PW Director	PW	Approve the Purchase of Automated Water Infrastructure Water Meters	TBD
12/17/19	City Council	PW	Consideration of Sidewalk Bollards Near the Farmer's Market	TBD
2/18/20	Hersman	CD	Update on 100% Clean Power Alliance for City Facilities	TBD
2/18/20	City Council	PR	Analyze facility reservations utilized by non-profits and explore a "non-profit" and "local non-profit" special rate	TBD
	City Council	MS	Consider Approving a City Council Communications Policy	TBD
	City Council	PR	Consider Approving the MOU Associated with Catalina Classic Paddleboard Race Bronze Sculpture	TBD

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FUTURE MEETINGS TO BE SCHEDULED

Date Requested	Councilmember/ Staff Requested	Responsible Department	Memo	Anticipated Date
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Please note that all items with “**WP**” indicate that the item was added at the
 March 9, 2018, City Council – Work Plan Meeting