

**Approve Minutes:**

This item contains minutes of City Council meetings which are presented for approval [(a) - (c)] and minutes from City Council subcommittees and from other City commissions and committees [(d) - (j)] which are presented to be received and filed by the Council. Staff recommends that the City Council by motion take action to approve the minutes of the:

- a) June 3, 2011 City Council Work Plan Meeting.
- b) June 13, 2011 Joint City Council/Library Commission Meeting.
- c) Regular City Council Meeting of June 21, 2011.
- d) Cultural Arts Commission Meeting of June 14, 2011.
- e) Planning Commission Meeting of May 25, 2011.
- f) Planning Commission Meeting of June 22, 2011.
- g) Environmental Task Force Meeting of April 21, 2011.
- h) Environmental Task Force Meeting June 16, 2011.
- i) Centennial Committee Meeting of June 13, 2011.
- j) Ad Hoc City Attorney Selection Subcommittee June 21, 2011.



**CITY OF MANHATTAN BEACH  
MINUTES OF THE  
SPECIAL CITY COUNCIL  
WORK PLAN MEETING  
JUNE 3, 2011**

The Special Work Plan Meeting of the City Council of the City of Manhattan Beach, California, was held on the 3<sup>rd</sup> day of June, 2011, at the hour of 8:30 a.m., in the Police/Fire Conference Room, 400/425 15<sup>th</sup> Street, in said City.

**ROLL CALL**

Present:     **City Council:** Powell, Lesser, Howorth, Tell and Mayor Montgomery.  
                  (Mayor Pro Tem Tell arrived at 8:49 a.m.)  
                  (Councilmember Howorth left at 12:10 p.m.)  
                  **Staff:** City Manager Dave Carmany, City Clerk Liza Tamura, Community  
                  Development Director Richard Thompson, Finance Director Bruce Moe,  
                  Police Chief Eve Irvine, Acting Fire Chief Ken Shuck, Fire Battalion Chief  
                  John Weber, Human Resources Director Cathy Hanson, Parks and Recreation  
                  Director Richard Gill, Public Works Director Jim Arndt and Administrative  
                  Assistant to the City Manager Patricia Schilling  
                  (Police Chief Eve Irvine and Acting Fire Chief Ken Shuck left at 9:52 a.m.)  
                  (Fire Battalion Chief John Weber arrived at 10:06 a.m.)

Absent:     **City Council:** None.  
                  **Staff:** None.

Clerk:        Tamura.

**AUDIENCE PARTICIPATION**

The Pledge to the Flag was led by City Councilmember Howorth.

**AUDIENCE PARTICIPATION**

The following individuals spoke on Work Plan items:

- Ed Caprielian
- Christi Hogin
- Gerry O'Connor
- Richard Hatten
- Kathy Clark

**SCHEDULED – WORK PLAN SESSION**

*06/03/11-1. Review of 2011-2012 Work Plan*

The City Council reviewed the status of items on the 2011-2012 Work Plan.

Council reviewed issues, suggestions and their own goals and objectives. Focus was placed on the coming year and the issues they would like considered. For an item to be included on the Work Plan it required the support of the majority of Councilmembers.

**RECESS AND RECONVENE**

At 9:52 a.m. the Council recessed and reconvened at 10:06 a.m. with all Councilmembers present.

Additional items were identified at the session and Staff was directed to bring the Fiscal Year 2011-2012 Work Plan to a future City Council meeting to consider prioritizing Work Plan items.

The Amended Fiscal Year 2011-2012 Work Plan is attached and included as documentation with the subject minutes.

**ADJOURNMENT**

The meeting was duly adjourned at 12:13 p.m. to the 5:30 p.m. Adjourned Regular Meeting to be followed by the 6:30 p.m. Regular City Council Meeting on Tuesday, June 7, 2011, in the City Council Chambers of City Hall, 1400 Highland Avenue, in said City.

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Liza Tamura  
Recording Secretary

ATTEST:

\_\_\_\_\_  
Richard Montgomery  
Mayor

\_\_\_\_\_  
Liza Tamura  
City Clerk

**CITY OF MANHATTAN BEACH**

**CITY COUNCIL'S  
2011-2012 WORK PLAN**

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Developed at the Annual Work Plan Meeting  
Held on January 28, 2011

Updated and Revised on June 3, 2011



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Adopted by the City Council  
on March 1, 2011

**1. Public Signage**

Public Works staff will survey the number of public signs on existing poles throughout the city to determine the number of redundant signs, and the number of different styles of signs. Staff will recommend uniform signage for city wide use and establish guidelines. This item will be presented to the PPIC Commission for review and recommendations and then to Council.

**2. Mobile Food Trucks – City Wide Guidelines**

Community Development staff will collect information and Best Management Practices from other cities regarding guidelines for Gourmet Food Trucks; such as requiring each operator to have a City of Manhattan Beach business license, be graded by the health department and display their grades (as seen in restaurants), park in designated areas for limited amounts of time, and limit the number of food trucks allowed to do business in the City of Manhattan Beach and review guidelines on the use of plastic bags and foam containers in carry-out items provided by the food trucks.

**3. Manhattan Beach Youth Recognition Award – Five Year Commitment**

Management Services staff will study the financial impact of the City making a five year commitment in support of the Manhattan Beach Youth Recognition Award. Councilmember Mitch Ward initiated the award eight years ago and has offered to provide all the administrative support necessary for the continuation of the program during this time frame.

**4. Coalition Among South Bay Cities RE: 405 Rosecrans Exit, South**

Public Works staff will contact other cities in the area that are impacted by the southbound Rosecrans exit on the 405 Freeway to form a coalition in support of bringing this item to the attention of our State legislator. The combined efforts of all cities may have a greater impact on legislators in making this item a priority. Currently there is only one lane that funnels into this exit causing a huge traffic jam for miles that impacts southbound travel in several lanes of the freeway.

**5. Aviation Corridor Beautification**

As a long plan goal, Parks & Recreation staff will work with the Cultural Arts Commission and Public Works to develop ideas to beautify the Aviation Corridor (similar to what has been completed along the Sepulveda Corridor) and provide recommendations to Council.

Vitality City will be making recommendations on improving the Aviation Corridor as part of the beach cities partnership to provide more walkable and bikable routes in the South Bay. Beautification of street corridors is also one of the Vitality City goals, and resources should be coordinated to support the program.

**6. Tatio Ordinance**

Community Development staff will draft an ordinance that will identify appropriate locations for tatio parlors in the City. Recommendations will be presented to the Planning Commission and then to City Council.

**7. Wellness Program**

Human Resources staff will study and make recommendations for an in-house Wellness Program with preventative and maintenance services for City staff. Staff will address the cost saving benefits and reduction of absenteeism.

In addition to the staff study, as members of the Vitality City initiative the City will receive access to resources and tools from Healthways, provided free of charge to all employers, in order to promote a wellness program for all employees. The suite of tools will be available online beginning April 2011, and Vitality City representatives will work with the City to explain ways to improve the overall well-being of employees.

The findings and recommendations will be presented to Council for consideration and approval.

**8. Agenda Action Summary Report**

The City Clerk will create an Agenda Action Summary to be posted on the City website two days after each City Council meeting. The summary will come from the City Manager outlining definitive decisions made by Council at each meeting. Format of the Agenda will be presented to Council for approval.

**9. Review Cell Site Coverage Maps and Update Ordinance**

Community Development staff will provide coverage maps and update code in conformance with current laws to address their appearance and provide recommendations to Council.

**10. Develop Departmental Succession Plan**

The Human Resources Department will take the lead in working with each department will identify a clear succession list within their department and provide cross training in all areas to eliminate any interruption in service during vacation, sick, personal leave. A compilation of all department lists will be made available to City Council and staff.

**11. Beach Erosion and Rising Sea Level “Haz Mit Plan”**

The Fire Department will develop a proactive plan to address any issues related to beach erosion or rise in sea level. Recommendations will be presented to Council for review and consideration.

**12. City Wide Pedestrian Study**

Community Development staff will conduct a city-wide pedestrian study which will include standards for lighted crosswalks (solar powered) and recommendations at specific locations. This item will be presented to the PPIC Commission for review and recommendations and then to Council.

**13. Realignment of Valley/Ardmore at Joslyn Center**

Community Development staff will do a feasibility study on the realignment of Valley/Ardmore at Live Oak Park and the Joslyn Center, placing parking on the west side of the street and eliminating much of the cross pedestrian traffic. Staff

will also review the possibility of installing a traffic circle at the intersection of 15<sup>th</sup> Street and Valley/Ardmore as recommended by the Vitality City Program. Staff will provide information provided on this item as part of the Facility Strategic Plan. This item will be presented to the PPIC Commission for review and recommendations and then to Council.

**14. White Line Program**

Community Development staff will study and make recommendations to implement a white line program on selected streets throughout the city. The recommendation will include the names of specific streets to be targeted, along with plans for community outreach and implementation of the program. The proposal will be presented to the Traffic Committee and implemented administratively.

**15. LA County Use Tax**

The Parks and Recreation staff plans to contact L.A. County Beaches and Harbor and negotiate a lesser percentage fee (currently 20%) for Revenue Tax for L.A. County beach use. The County is requiring the City to pay a 20% tax from all events/classes on the beach in addition to a \$200 permit fee payable to the County.

**Status:** Parks and Recreation Staff contacted the L.A. County Beaches and Harbor and negotiated a lesser percentage rate of 7.5 for Revenue Tax for L.A. County beach use for one year only.

**16. Review Classification of City Staff**

The City will retain the services of an independent consultant to conduct a study of classifications of City Staff with the assistance of the Human Resource Department. Upon completion of the study, findings will be reviewed and recommendations will be presented to Council for direction.

**17. Electronic Bill Presentment**

Finance has researched and identified a solution to allow residents to receive utility bills electronically, thereby reducing the number of paper bills and creating a more convenient pay system for residents. Staff recommendations will be presented to Council for adoption.

**18. Audit Risk Management**

Human Resources will conduct an audit of the current Risk Management Plan including: an analysis of practices, processes and policy that are in place to ensure the City, the employees and the public are protected and to mitigate the areas of high risk exposure. For example, partnering with Public Works and Police to determine a best practice for street closures at public events. Staff will consider guidelines for best practices in the areas of safety, workers' compensation and liability.



**19. Sidewalk Outreach – Property Owners Responsibilities**

Community Development will prepare a residential outreach to property owners detailing their responsibilities related to side walk maintenance and repair and property owner liability versus City liability. Council asked that this information be available on the City website.

**20. Negotiations – Police Officers, Firefighters, Teamsters**

Negotiations are underway with the three bargaining groups; Police Officers Association, Firefighters Association and Teamsters. All three Memorandums of Understanding will expire by August 2011. Meetings have been and continue to be held with all three groups involving the City Manager, City Attorney, Director of Human Resources, Director of Finance and representatives from each bargaining group. Staff will continue to assess the current trends, staff requests and budget constraints to arrive at contracts that will be acceptable to all parties involved.

**21. Historical Landmarks**

Community Development Staff will amend the current code to eliminate the need for a public hearing prior to designating a home a historical landmark.

**Status:** Staff drafted a new ordinance eliminating the need for public hearing which was approved by the Planning Commission and City Council. The new ordinance will go into effect July 7, 2011.

**22. Open Government Initiatives**

Council directed the City Clerk and staff to review and bring back recommendations on a number of items that pertain to Open Government. Council would like more stringent compliance of the Brown Act and Public Records Act in all City related activities. More specifically Council would like quarterly updates of the Work Plan and would like these updates posted to the website. Council would like updates on information received while attending conferences. Council would like the posting of all sub-committee minutes and for meetings to be held in a more timely fashion, and not with such urgency as experienced in the past nine months.

Council has directed staff to review Best Practices of other cities to determine a way to structure Council meetings in a way that are more time sensitive and allow the public more comment.

The City Clerk will also pursue the cost and implementation of Ganicus based software upgrades regarding voting lights, public timer and electronic agenda packets.

**23. Budget Review Process**

Finance will evaluate the budget process and initiates measures to involve more resident input.

**24. Long Term City Plan**

Council directed staff to develop a long term plan for the City that encompasses a City vision, mission statement and goals. This plan will be phased in per department, such as the Fire Staffing Study.

**25. Review Parking Policies**

The Police Department will review current parking policies in the City to include; bagging the meters for the holidays, training CSO officers and enforcement of the policies.

**26. Dispute Resolution**

Community Development will present status report regarding the Residential Construction Officer program which will include an option to require contractor bonds to encourage all contractors to abide by the various City of Manhattan Beach resolutions and ordinances regarding construction policies.

**27. Consolidation of South Bay Fire Departments**

Fire and Human Resources Staff has been directed to study the fiscal and safety impacts of shared services between the fire departments in the South Bay, including but not limited to Hermosa Beach, Redondo Beach and El Segundo.

**28. Open Carry Ban**

Police Department staff has been directed to study the impact that an Open Carry Ban may ultimately have on the parks in the City and the areas surrounding the schools.

**29. Solar Energy Financing**

Fianance Department will investigate programs available to residents for Solar Energy financing. This information will be made available to residents through a community education outreach program.

**30. Mayors Wellness Initiative**

Council has directed staff to develop a wellness initiative and seek grants to fund wellness projects for the Ctiy. The City is currently involved with the Viatility Cities program.

**31. Visitors Bureau**

Council would like staff to work with the Chamber of Commerce to establish a Vistors Bureau in town.

**32. Smoking Ban on the Strand**

The Police Department is directed to develop a "No Smoking on the Strand" Ordinance and present to Council for discussion and recommendation.

**33. Obsolete Satellite Rooftop Equipment**

Community Development will develop an ordinance that would improve the aesthetics of rooftops requiring the removal of unused satellites and dishes that are no longer in service.

**34. Neighborhood Council**

Council has directed the City Manager to initiate a Neighborhood Council Meeting inviting all the residents to attend and direct questions and concerns to Council regarding City matters, one – two times per year.

**35. Video Capability Available in Public Safety Conference Room**

Council and staff are utilizing the Public Safety Conference Room for a number of Special meetings and training sessions. With this in mind Council has directed IS staff to determine the feasibility and cost of implementing video capability in the Public Safety Conference Room.

**CARRY OVER ITEMS FROM 2009-2010 WORK PLAN**

**1. Sepulveda Corridor**

City Council will review the Sepulveda Development Guidelines and Zoning Requirements and consider encouraging certain types of commercial development along the corridor. The review will consider parking requirements, building height requirements, streetscape and beautification strategies, opportunities for a BID, ways to facilitate development on combined parcels and identify the types of businesses the city would like to encourage. If changes are determined to be needed they will be processed through the Planning Commission and then to the City Council.

**Status:** The City Council and Planning Commission held a joint meeting in February 2010 and discussed the Work Plan items. Item “On Hold”. At the January 28, 2011 work plan meeting the City Council removed this item from the work plan.

On June 3, 2011 Council requested staff to provide background information and the status of the Sepulveda Corridor.

**2. Sand Dune Park**

Staff will conduct public meetings with the Parking and Public Improvements Commission to evaluate a Residential Permit Parking program adjacent to Sand Dune Park and meters along Bell Avenue. Staff will also schedule public meetings with the Parks and Recreation Commission to discuss operational issues and create a list of the pros and cons of possible changes for restricting the use of the Dune including planting the Dune and charging admission and changing the hours of operation. A joint public meeting with both Commissions will be conducted to further discuss all options and develop recommendations to City Council for a final decision.

**Status:** Completed. Meetings were held throughout the months of October to January with Staff, Parks and Recreation and Parking and Public Improvement Commissions, and the community to discuss issues occurring in and around Sand Dune Park related to the operation of the Dune. At the April 13, 2010 City Council Meeting, the Council directed staff to reopen the Dune with a reservation system that would limit the number of people to no more than 20 at any one time on the Dune, and no more than two sand replenishments per year. Children 12 and younger are allowed unlimited access.

The City was notified in May 2010 that the endangered "Yellow Pincushion" flower was discovered on the Dune. The City notified the Department of Fish and Game immediately, processed environmental documentation and reopened in August. Appropriations for fence and sand replenishment took place in July.

The dune at Sand Dune Park was reopened with a reservation system August 2, 2010. We are averaging 80-100 reservations per day out of 120 possible reservation slots. So far, there have been no problems in the park, on the dune or in the neighborhood. Permanent fence options were presented to Council in September as part of the C.I.P. discussion.

Council gave consideration to further improvements in their CIP discussions on Feb. 1, 2011. And operations were reviewed by City Council on March 1, 2011.

The next review is scheduled for the Fall of 2011.

### **3. School Partnership**

The City Council and Staff will continue to place a high priority on our partnership with the schools. Additional opportunities will be identified and explored through the City Council who will provide direction for further discussion between the City Council Ad Hoc Committee and the School Board. For example, the City Council has directed the Ad Hoc Committee to explore future uses of the School Maintenance Yard with the School Board as a prime opportunity for a project in partnership.

**Status:** City continues to partner with the schools and the City Manager will continue to meet with the School Superintendent regarding opportunities for the City and MBUSD to work in partnership. City is currently in discussions with MBUSD regarding revenue options for the old maintenance yard at Peck Avenue. Council hopes to arrive at a decision regarding this property so they can place the item on November 2012 ballot for residents to vote.

### **4. Bike Ways**

The City Council is interested in considering a bike path along Valley/Ardmore. This would be an initial step toward more bike paths in the community. Currently, this item is being discussed by the Environmental Task Force (ETF). The ETF will report their recommendations back to City Council.

**Status:** The Environmental Task Force recommended that the City work with the South Bay Bicycle Coalition (SBBC) to update its current Bicycle Master Plan and increase bicycling in the South Bay. In April 2010, the SBBC secured grant funding to develop a region-wide bikeways plan, and in October 2010 City Council voted to support SBBC's efforts and tasked the Environmental Programs Manager and Community Development Department with assisting SBBC in its planning efforts. As part of the City's existing Bicycle Master Plan, and in an effort to maximize resources on a scheduled road resurfacing project funded by a Federal Stimulus grant, the City striped a bike lane on Valley Drive in January 2010. After several discussions with the SBBC and the City's traffic engineer, it was decided to re-designate the bike lane as a bike route in order to meet State guidelines and maintain cyclist and driver safety. To support the SBBC effort, staff has begun providing the necessary data and planning documents to SBBC in order to prepare the South Bay Bicycle Master Plan, as well as assisting with the provision of data for the initial Bicycle Count locations and staff for the Community Open House held on January 19, 2011, and upcoming workshop on June 20th. Staff has worked with SBBC to prepare the draft bicycle plan, and has submitted initial comments to that plan. A draft plan will be presented to PPIC and City Council summer 2011.

## **5. Library**

Continue discussions with the County regarding remodeling and expanding the library in its existing location. This project may be largely funded with the surplus property tax currently paid by Manhattan Beach property owners to the County Library District. The City Council has asked that staff actively involve the Library Commission should the County discussions lead to a contracted design process.

**Status:** The Los Angeles County Librarian addressed the City Council during the March 2, 2010 City Council meeting stating that the County was ready to proceed on the Library Expansion Project. The City Council selected Councilmembers Cohen and Tell to serve on a sub-committee along with Staff, who will work with the County to see that the City's interests are addressed. The project will include expanding the library from its current 12,500 square feet to approximately 22,000 square feet. The project will be funded by the County using excess property tax funds designated for library services.

Several meetings were held with the County Public Works and Library personnel, Johnson Favro, Linda Demmers and the Library subcommittee to approve process. Agreements and contracts were approved at the City Council Meeting July 20, 2010.

Pre-design work is complete. The County estimated operational costs based on the pre-design were higher than the City anticipated. The Library Sub-committee members are working with the County in an effort to lower operating costs.

## **6. Facility Renovation**

The Joslyn Center, Manhattan Heights and Begg Swimming Pool remain in need of renovation. The City Council has directed staff to review the findings from the Facilities Strategic Plan (FSP) and to recommend interim renovations in line with that plan that can be accomplished with currently available CIP funding to improve the functionality of these three facilities until such time that more comprehensive improvements can be made.

**Status:** The Joslyn Center received interior painting throughout, and a new sign was installed June 18, 2010 (compliments of the MB Rotary). Public Works is looking to upgrade a restroom facility to ADA compliance in the 2010/11 fiscal year. Further changes will require a determination of future building programs, use, and budget.

Council asked that staff concentrate on Begg Pool, Manhattan Heights, Joslyn Center and City Hall. On February 15, 2011 the City Council will discuss and prioritize CIP for public facilities maintenance and enhancements.

The City Council approved CIP plans that include improvements for Begg Pool, Manhattan Heights Joslyn, and City Hall in March 2011.

#### **7. Centennial Celebration – 2012**

Staff will explore what other cities do for their centennial celebrations and develop ideas and alternatives for presentation to the City Council. Staff will bring this issue to Council for discussion at the January 19, 2010 City Council Meeting.

**Status:** In February 2010, the City Council approved the formation of a 10-member resident Centennial Committee to guide the planning effort for the year of celebration and appointed Mayor Pro Tem Richard Montgomery and Councilmember Nick Tell as the Council Subcommittee. At the May 4, 2010 meeting City Council selected the first five members to the Committee. They will focus on establishing a theme/logo, the overall event calendar and budget. Once those items are established, the other members will be selected. The first Committee meeting was held on Monday, May 24<sup>th</sup> and the meetings will continue each fourth Monday of the month.

Monthly meetings have taken place beginning May 24, 2010. Beginning July 11<sup>th</sup>, meetings will be held each second and fourth Monday of each month.

#### **8. Work with Banks to Encourage Community Investment**

Staff will collect information and Best Management Practices from other agencies that have developed programs that encourage community-based lending and partnering with financial institutions. Staff will also invite local institutions to meet with the Finance Subcommittee to determine what action can be taken to establish a program. We will involve the Chamber of Commerce in discussions.

**Status:** Pending

#### **9. Trolley - Measure R**

In December 2008, the City Council approved a contract with Greg Meeks of Rural Transit Consultants to conduct a feasibility study for implementing a community trolley system in Manhattan Beach. A final draft of the feasibility study has been completed and the possibility of a workable trolley system in Manhattan Beach seems promising if funding can be identified. One possible source of funding is the Measure R half-cent sales tax that Los Angeles County voters passed last year. Manhattan Beach will receive approximately \$300,000 annually for transit related projects from Measure R. The City Manager will organize a meeting with Greg Meeks and the Council Trolley Subcommittee to review the final draft feasibility report and then take recommendations from that meeting to the full City Council for consideration along with the possibility of using Measure R funds.

**Status:** In April 2010, the City Council received the final feasibility study report and presentation from Mr. Meeks of Rural Transit Consultants and directed staff to prepare an RFP for trolley operation based on the report findings.

#### **10. General Fund & Storm Water/Street Lighting Revenue Enhancement Study**

The Five Year Forecast indicates that new revenue sources are needed in order to support current service levels in the future. This is true for both the Stormwater and Street Lighting Funds in addition to services supported by the General Fund. The Stormwater Fund is not reimbursing the General Fund for overhead support (\$400,000), and the assessments are inadequate to fund necessary capital improvements. The Street Lighting Fund is subsidized by the General Fund by approximately \$170,000 each year (and growing). Additionally, even if we assume no further pay increases at the expiration of existing MOU's, the General Fund will be in a deficit position until 2013-2014. This deficit will impact capital projects, which in the past have relied on year end General Fund surpluses. Finally, if the City Council wishes to continue significant support of the schools, new revenues for the General Fund must be identified and developed.

Because the monies that support the Stormwater and Streetlighting funds are assessments and not fees, we would need to hire an assessment engineer to assign the benefit to each property, and then hold a Proposition 218 election in order to increase the assessments.

The most significant revenue enhancements for the General Fund would come from a Utility User Tax (UUT) and an increase in the Transient Occupancy Tax (TOT). The UUT would require voter approval of 50% if treated as a general tax (no specific purpose identified) or 66.7% if a special tax (with specific purpose).

Each 1% of a UUT is estimated to generate \$650,000 to \$700,000 per year. The average South Bay UUT of 5% could generate \$3.5 million per year. The TOT, which is currently 10%, can be raised by Council action. Each 1% would generate \$345,000.

Staff will prepare a "white paper" for City Council consideration that will address other Cities' practices, revenue potential, legal constraints and election timing.

**Status:** Fiscal sustainability continues to be an issue that the City Council will be addressing throughout the year.. Further direction will be sought as we enter labor negotiations and the 2011-2012 budget.

#### **11. Definition of Open Space**

Staff will study and make recommendations regarding the definition of open space as it applies to construction of residential development. Staff will address the purpose and intent of the requirement and how it is interpreted and applied. The findings and recommendations will be represented to the Planning Commission and City Council for final approval.

**Status:** The City Council and Planning Commission held a joint meeting in February 2010 and discussed the Work Plan items. At the January 28, 2011 work plan meeting the City Council agreed to keep this item the work plan.

#### **12. Joint Meetings with Boards & Commissions**

The City Council wants to resume the practice of meeting with every Board and Commission annually. In the past it has been difficult to schedule joint meetings assuring all Commission members could attend. It was agreed these meetings should be scheduled and held as long as most members of each group are available.

**Status:** The Joint City Council/Planning Commission meeting was held on February 23, 2010; and the Joint City Council/Cultural Arts Commission meeting was held on January 25, 2011. A Joint Library meeting is scheduled for Monday evening, June 13, 2011. Staff is currently looking for future dates to schedule Joint City Council meetings with the remaining Commissions beginning with Parks and Recreation.

#### **13. Future of the ETF**

The Environmental Task Force will complete its 18 month term of service in April 2010, and its structure needs to be evaluated prior to then. Additionally, it will be time to reevaluate the goals and function of the Task Force with consideration of the goals identified in the City Green Book, as well as time to reevaluate the number of members appointed to the committee. The Task Force works well as a community-based committee because of its ability to work in a sub-committee format, which would not be possible if the Task Force were turned into a formal Board or Commission. However, the Task Force as it is currently designed has a large number of members, some of whom may feel their work/term has been completed, while others may want to continue serving. Alternatives and recommendations will be developed and reviewed with the ETF sub-committee and brought to Council in early 2010.

**Status:** On January 18, 2011 City Council approved an Environmental Work Plan, and appointed a new 10 member Environmental Task Force (ETF), plus two additional student liaisons. The Environmental Work Plan focuses on three key areas: Energy Efficiency and Renewable Energy; Water Conservation and



Sustainable Landscaping; and Zero Waste. Staff created detailed project tasks for each issue area, outlining the goal of the project, and the role of the Environmental Task Force in that project. The document will be used to guide the progress of the 2011 ETF, which had its first meeting on January 20, 2011. The ETF has had 4 public meetings to date, and is trying to develop recommendations around several of the tasks outlined in the Environmental Work Plan. Staff is working to develop a timeline to have recommendations completed and proposed to City Council by December 2011.

## **Status of Carry-Over Items From the 2008-09 Work Plan**

### **1. Storm Water Retention Including SUSMP**

Staff will present options for retaining storm water on-site in conjunction with a review of our landscaping guidelines. If City Council decides to impose additional restrictions on development the Planning Commission will conduct public hearings and make recommendations to City Council. Staff will also review the impacts of requiring SUSMP on smaller developments than are currently required by our NPDES permit.

**Status:** This is a joint item with Public Works and Community Development. This project was assigned to the Green Building, and Water and Storm Water Environmental Task Force Subcommittees. The Green Building Subcommittee made recommendations to the Environmental Task Force on September 17, 2009. The recommendations for storm water retention are associated with building codes and landscaping recommendations. On March 16, 2010, City Council approved the Environmental Task Force recommendations, and directed staff to prepare Code amendments. The Planning Commission reviewed sustainable stormwater, landscaping, “green roofs/decks”, and solar and wind energy concepts at a public hearing on July 14, 2010. The Green Building Subcommittee then made a presentation at the August 25, 2010 Planning Commission meeting. Further Planning Commission review is scheduled Winter 2011. After the Planning Commission has completed review of the Zoning Code amendments, they will be presented to the City Council.

### **2. Landscaping**

Staff will present to City Council for consideration and further direction. The presentation will include ways to increase landscaping and softscape and to minimize hardscape within residential, commercial and public properties. This will be studied in conjunction with the Storm Water Retention item.

**Status:** The Green Building Subcommittee storm water retention recommendations were presented to the Environmental Task Force on September 17, 2009. On March 16, 2010, City Council approved the Environmental Task Force recommendations, and directed staff to prepare amendments to the Code. The Planning Commission reviewed sustainable landscaping, stormwater, “green roofs/decks”, and solar and wind energy concepts at a public hearing on July 14, 2010. The Green Building Subcommittee then made a presentation at the August 25, 2010 Planning Commission meeting. Further Planning Commission review is scheduled Winter 2011. After the

Planning Commission has completed review of the Zoning Code amendments, they will be presented to the City Council. The City Council conducted a public hearing and provided comments which is scheduled for another hearing on June 21, 2011.

### **3. Solar/Energy Audit**

Determine whether the City is best served by auditing facilities through use of an engineering consulting firm or through an energy services company (ESCO) such as Honeywell, Chevron, Siemens, among others. Included in this audit should be an evaluation of the costs and feasibility of using solar power at City facilities.

**Status: Complete.** The audit was completed in the Spring of 2010. The ETF reviewed the audit and made recommendations to Council with priorities established for both energy and solar projects. The recommendations are being considered in the 2010/2011 CIP which will be reviewed at the February 1, 2011 City Council meeting.

### **4. Green Building Residential Standards**

Staff will present options to City Council for consideration and further direction regarding sustainable building requirements for residential, commercial and civic buildings. Staff will present an evaluation of the various rating programs such as LEED and Build It Green and invite representatives of those agencies to present to City Council.

**Status:** The Green Building Subcommittee presented final recommendations regarding a Green Rating Program to Council on July 7, 2009. At that meeting City Council approved sustainable building standards, focusing on LEED standards for commercial and civic construction. The Subcommittee then presented recommendations regarding residential energy efficiency and comprehensive sustainable measures to City Council on March 16, 2010. The Council approved the Environmental Task Force recommendations, and directed staff to prepare Code amendments. The Planning Commission reviewed sustainable Stormwater, landscaping "green roofs/decks", and solar and wind energy concepts as a public hearing on July 14, 2010. The Green Building Subcommittee made a presentation at the August 25, 2010 Planning Commission public hearing. The Planning Commission requested additional information which will be presented to them in February 2011 and then forwarded to City Council for final adoption. The Building Code Amendments, including the residential energy efficiency recommendations were adopted by Council in November 2010 and are currently in effect. The new toilet retrofit requirements are also in effect. Building inspectors and plan checkers are being trained to implement our new ordinances. New check list and handouts are being published to help the development community compliance of the new standards.

### **5. Plastic Bag Ban**

City Council wants to discuss banning the use of plastic bags in Manhattan Beach. Staff will return to City Council with a discussion of alternatives, including what other cities have done and recent initiatives offered by Los Angeles County.

**Status:** The City of Manhattan Beach submitted a petition to the California Supreme Court seeking review of the Appellate Court decision in January. On April 21, 2010, the Supreme Court released notice that they will review the case.

We expect that the court will set a hearing date in 2011 and have been encouraged by several legal opinions as to a positive outcome of the case. While we cannot speculate on the outcome of the case, the Supreme Court generally only takes cases if they are not satisfied with the outcome in the Appellate Court. A legal journal expressed that the Supreme Court may have granted review in this case to set new boundaries surrounding the fair argument standard.

In the meantime, the City has continued its outreach efforts regarding reusable bags and pollution reduction in the community, including a presentation by the Mayor at Heal the Bay's annual "Day Without A Bag" campaign December 2010. The City in partnership with Heal the Bay distributed over 800 reusable bags to the community during the annual event.

On May 4, 2011 the CA Supreme Court heard the oral arguments for this case. Attorneys from the League of CA Cities and Californians Against Waste provided arguments on the issues of standing to bring forward a lawsuit from the "Save the Plastic Bag Coalition" and CEQA requirements and threshold. Several hundred community members, nonprofit, solid waste organizations, and elected officials throughout the region signed a statement of support for Manhattan Beach's effort to ban plastic bags. The City's Environmental Programs Manager gave a presentation on the City's efforts to reduce plastic pollution and marine debris at the 2011 Headwaters to Ocean Conference, and received statements of thanks and appreciation for Manhattan Beach's leadership in fighting the lawsuit.

#### **6. Recycling Containers (Senior, Multi-family, Retail)**

In addition to the placement of recycling containers in City parks, City Council wants to find ways to improve recycling in our senior housing and apartment complexes, and other areas within the City.

**Status:** The City had received a grant to begin outreach to improve recycling in multifamily and senior units. With State funding cutbacks, all grantees were issued a Stop Work Notice on March 18, 2009. Because of this change, a Multi-Family outreach program was included in the ETF Solid Waste and Recycling Subcommittee's recommendations for the next solid waste contract and is being carried into the Request for Proposal package. On May 1, 2010 the City received a letter from the State informing us that the grant funds have been reinstated, but the grant expiration remains the same – May 2011. City Staff will work with Waste Management as originally planned to implement the Multi-Family grant.

#### **7. Trash Contract**

Consider the one year extension offered in the contract. The new expiration date will be 10/31/10. In the new contract consider "pay to throw" rates and other programs to reduce landfill usage.

**Status:** After completing negotiations with the City's current hauler, Waste Management, the City Council voted on April 6, 2010 to reject the negotiation package and directed Staff to pursue the Request for Proposal (RFP) process, carrying all of the Environmental Task Force Solid Waste and Recycling Sub-committee recommendations into the RFP package for pricing and consideration. At the April 20, 2010 meeting, the City Council awarded a Professional Services Agreement to HF&H Consultants, LLC to assist the City with the completion of the RFP process for the next solid waste contract. The new contract will be awarded by February 2011 and the new contract will go into effect July 1, 2011. The Finance Sub-committee has met with the HF&H and Staff to discuss the general timeline and criteria involved with the RFP.

The recommendation for a new hauler contract will be considered at the City Council meeting of February 15, 2011.

**CITY OF MANHATTAN BEACH  
MINUTES OF THE JOINT CITY COUNCIL AND  
AND LIBRARY COMMISSION MEETING  
JUNE 13, 2011**

The Joint Meeting of the City Council and the Library Commission of the City of Manhattan Beach, California, was held on the 13<sup>th</sup> day of June, 2011 at the hour of 6:00 p.m., in the Police/Fire Conference Room, 400/420 15<sup>th</sup> Street, in said City.

**ROLL CALL**

Present: City Council: Mayor Montgomery, Councilmember Powell, Councilmember Howorth and Councilmember Lesser.  
Library Commission: Commissioner Adams, Commissioner Rhees, Commissioner Cooperman, Commissioner Clemons and Commissioner Hook.  
Staff: City Manager David Carmany, Parks & Recreation Director Richard Gill, Recreation Services Manager Mark Leyman, and Recording Secretary, Mary Kirchwehm.  
Los Angeles County Library Staff: Regional Administrator Steven Klein and Manhattan Beach Library Manager Don Gould.

Absent: Mayor Pro Tem Tell.  
Clerk: Mary Kirchwehm (Acting).

**AUDIENCE PARTICIPATION**

There was no public comment.

**GENERAL BUSINESS**

*11/0613-1 – Status of Library Expansion Project*

The Library Commission was upset because they had not received any further information since being told that the library renovation project was put on hold. The library project was put on hold after the pre-design was submitted to the County and their estimates for the capital and operating costs were much higher than anticipated.

Parks and Recreation Director Gill reported that the library renovation pre-design, that was approved by City Council in November 2010 and forwarded to the County, was put on hold due to an increase in operating costs. When the pre-design was completed and given to the County, they reported that based on this design it will cost the City approximately \$500,000 more per year for operating costs.

In response to Councilmember Lesser's inquiry about whether the added expense is due to staffing the second level, Parks and Recreation Director Gill stated that it is the main factor.

Councilmember Powell reported that when the Subcommittee met with the head librarian, he specifically asked if adding the second story would significantly increase the operating cost. Her response, at that time, was that the operating costs would not be substantially higher because the second level was being designed in such a way that would require minimal staffing. She understood the City's concerns.

Mayor Montgomery reported that the County said they misspoke and based on the size and scope of the building, the figure they initially quoted was not in line with what it should have been.

City Manager Carmany and the Subcommittee will be contacting the County for a status report. They will also contact Johnson/Favaro to discuss construction costs, ongoing operations and create a timeline.

Mayor Montgomery requested that staff send everyone the last Staff Report that was sent to City Council regarding the renovation project.

Commissioner Adams inquired if a main contact person can be appointed to the Commission from the Council Subcommittee.

Mayor Montgomery reported that Councilmember Powell is the main contact person on the Subcommittee.

Commissioner Adams requested that the Library Commission be provided copies of any materials pertaining to the library project that are produced by other commissions. In addition, she also requested that the Library Commission be notified of any meetings held by other commissions or the Subcommittee pertaining to the library project.

Councilmember Powell inquired who is appointed as staff liaison. Parks and Recreation Director Gill reported that he, Sports Manager Leyman and Public Works Director Arndt are the staff liaisons.

The next Library Commission meeting is scheduled for July 11<sup>th</sup> at 6:30 p.m.

**ADJOURNMENT**

At 7:22 p.m. the meeting was adjourned to the 5:30 p.m. Adjourned Regular Meeting to be followed by the 6:30 p.m. Regular City Council Meeting on Tuesday, June 21, 2011, in the City Council Chambers of City Hall, 1400 Highland Avenue, in said City.

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Mary Kirchwehm  
Recording Secretary

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Richard Montgomery  
Mayor

ATTEST:

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Liza Tamura  
City Clerk

**CITY OF MANHATTAN BEACH  
MINUTES OF THE CITY COUNCIL  
REGULAR MEETING  
JUNE 21, 2011**

The Regular Meeting of the City Council of the City of Manhattan Beach, California, was held on the 21<sup>st</sup> day of June, 2011, at the hour of 6:38 p.m., in the City Council Chambers of City Hall, at 1400 Highland Avenue, in said City. A full video of this City Council meeting can be accessed online at [www.citymb.info](http://www.citymb.info).

**PLEDGE TO FLAG**

Boy Scout Pact 117, the Men of Den Ten, led the pledge of allegiance.

**ROLL CALL**

Present: Powell, Lesser, Howorth, Tell and Mayor Montgomery.  
(Councilmember Howorth arrived at 7:04 p.m.).  
Absent: None.  
Clerk: Kennedy (Acting).

**CEREMONIAL CALENDAR**

**06/21/11-1a. Presentation of a Baby Passport to Steven and Courtney Svajian**

Mayor Montgomery, on behalf of the Council, presented a "Baby Passport" to **Stephen** and **Courtney Svajian** in acknowledgment of the birth of their son **Stephen Graham Svajian**.

**06/21/11-1b. Introduction of New Employees, Service Awards and Firefighter of the Year**

Mayor Montgomery, on behalf of the Council, and Acting City Manager Bruce Moe introduced the following new employees: Fire Chief Robert Espinosa and Police Chief Ever Irvine and presented service awards and promotions to: Police Records Technician Theresa Gaitan (20 years); Police Captain Nan Rados (25 years and Promotion); Police Lieutenant Timothy Hageman (20 years and Promotion); Police Sergeant Steve Kitsios (Promotion); and Senior Accountant Jeanne O'Brien (Promotion).

Fire Chief Robert Espinosa and Battalion Chief Ken Shuck presented a commendation to Tim Viselli as Firefighter of the Year.

The Council also recognized the following employees, who were unable to attend, for their dedicated service: Police Officer Robert Schreiber (15 years); Police Sergeant Steve Tobias (20 years); and Maintenance Worker Richard Woods (20 years).

**CLOSED SESSION ANNOUNCEMENT**

There was no Closed Session.

**CONSENT CALENDAR**

The Consent Calendar (Item Nos. 2 through 14), consisting of items under *General Consent* and *Boards and Commissions*, was approved by motion of Councilmember Powell, seconded by Mayor Pro Tem Tell and passed by unanimous roll call vote with the exception of Item Nos. 2, 4, 6, 8, 12, and 14 were considered later in the meeting under "*Items Removed from the Consent Calendar*."

Ayes: Powell, Lesser, Howorth, Tell and Mayor Montgomery.  
Noes: None.  
Absent: None.  
Abstain: None.

**GENERAL CONSENT**

06/21/11-2. Approve Minutes:

This item contains minutes of City Council meetings which are presented for approval [(a) - (e)] and minutes from City Council subcommittees and from other City commissions and committees [(f) - (m)] which are presented to be received and filed by the Council. Staff recommends that the City Council take action on these minutes by one motion.

- a) Minutes of the Adjourned Regular and Regular City Council Meeting of May 3, 2011.
- b) Minutes of the Adjourned Regular and Regular City Council Meeting of May 17, 2011.
- c) Minutes of the Adjourned Regular and Regular City Council Meeting of June 7, 2011.
- d) Minutes of the Special Meeting of May 11, 2011.
- e) Minutes of the Adjourned Regular (City Attorney) Study Session Meeting of May 2, 2011.
- f) Draft Minutes, Cultural Arts Commission Meeting of May 10, 2011.
- g) Draft Minutes, Cultural Arts Commission Meeting of May 26, 2011.
- h) Action Minutes, Special Meeting of the Parking and Public Improvements Commission on June 9, 2011.
- i) Minutes of the Centennial Committee Meeting of April 25, 2011.
- j) Draft Minutes of the Centennial Committee Meeting of May 31, 2011.
- k) Meeting Summary, Centennial Subcommittee Meeting of June 1, 2011.
- l) Draft Minutes, Ad Hoc City Attorney Selection Subcommittee Community Meeting of May 24, 2011.
- m) Draft Minutes, Ad Hoc City Attorney Selection Subcommittee Community Meeting of May 31, 2011

Item No. 2 was pulled from the "CONSENT CALENDAR". Please refer to "ITEMS REMOVED FROM THE CONSENT CALENDAR."

06/21/11-3. Consideration of Financial Reports:

- a) Ratification of Demands: June 9, 2011
- b) Investment Portfolio for the Month Ending May 31, 2011
- c) Financial Reports for the Month Ending May 31, 2011

The Council approved with no exception Warrant Register No. 24B in the amount of \$2,201,224.08 in payment of ratification of demands and claims as prepared by the Director of Finance, together with the original demands and claims as prepared by said Warrant Register; received and filed the Investment Portfolio for the month ending May 31, 2011; and received and filed the Financial Reports for the month ending May 31, 2011.

06/21/11-4. Consideration of an Amendment to the City's Financial Policies Regarding Classification of Fund Balances for Governmental Funds in Order to Comply with the Governmental Accounting Standards Board Statement (GASB 54)

Item No. 4 was pulled from the "CONSENT CALENDAR". Please refer to "ITEMS REMOVED FROM THE CONSENT CALENDAR."



06/21/11-5. Consideration of a Building Code Enforcement Evaluation Report Prepared by the Insurance Services Office (ISO)

The Council received and filed the Building Code Enforcement Evaluation Report prepared by ISO and dated March 9, 2011.

06/21/11-6. Consideration of a Cost Sharing Agreement in the Amount of \$25,266 with City of Redondo Beach to Continue Funding Beach Cities Transit Line 109 for Fiscal Year 2011-2012

Item No. 6 was pulled from the "CONSENT CALENDAR". Please refer to "ITEMS REMOVED FROM THE CONSENT CALENDAR."

06/21/11-7. Consideration of the Award of the City's 2010 Urban Water Management Plan to Stetson Engineers, Inc. in an Amount Not-to-Exceed \$25,909

The Council approved the award of RFP #838-11 to Stetson Engineers, Inc. for development of the City's 2010 Urban Water Management Plan (UWMP) update in the amount not-to-exceed \$25,909.

06/21/11-8. Consideration of a Resolution for Acceptance of a Grant from the California Department of Alcoholic Beverage Control for Increased Education and Enforcement Activities Regarding Alcoholic Beverage Control Laws in the Amount of \$50,000 and Appropriate Said Amount from the Unreserved General Fund Balance, Which Will be Reimbursed by the Grant

Item No. 8 was pulled from the "CONSENT CALENDAR". Please refer to "ITEMS REMOVED FROM THE CONSENT CALENDAR."

06/21/11-9. This Space Intentionally Left Blank

06/21/11-10. This Space Intentionally Left Blank

06/21/11-11. This Space Intentionally Left Blank

06/21/11-12. Consideration to Authorize the City Manager to Award a Contract to C.T. Georgiou Painting Co. for the Facilities Maintenance Painting 2011 Project for an Amount Not-to-Exceed \$45,500

Item No. 12 was pulled from the "CONSENT CALENDAR". Please refer to "ITEMS REMOVED FROM THE CONSENT CALENDAR."

06/21/11-13. Consideration to Authorize the City Manager to Approve Change Order No. 1 in the Amount of \$22,490 to Expand the Scope of Work for the Safe Routes to School Reflective Signs and Crosswalk Replacement Grant Project

The Council approved the revised plans and authorized the City Manager and to execute Change Order No. 1 to the existing construction contract with J&S Striping in the amount of \$22,490.00 to install additional school area signs and pavement markings as part of the School Area Reflective Signs and Crosswalk Replacement Grant Project.

**BOARDS AND COMMISSIONS**

**Parking & Public Improvements Commission**

**06/21/11-14. Consideration of the Parking and Public Improvements Commission Recommendation to Proceed with the 2011 Federal Safe Routes to School Grant Application**

Item No. 14 was pulled from the "CONSENT CALENDAR". Please refer to "ITEMS REMOVED FROM THE CONSENT CALENDAR."

**COMMUNITY ANNOUNCEMENTS**

**06/21/11-18. Don Gould Re Upcoming Library Events**

**Los Angeles County Librarian Don Gould** announced upcoming Manhattan Beach Library events.

**06/21/11-19. Carol Kwan Re Thanks For Conservation Efforts and Presentation of Check**

**West Basin Municipal Water District Director Carol Kwan** thanked the Council for their conservation efforts and for their recommendation of Leadership Manhattan Beach. **Ms. Kwan** presented a check to **Leadership Manhattan Beach President James Gill** for \$4,605 for their participation in the Toilet Exchange Program.

**Leadership Manhattan Beach President Gill** thanked **Ms. Kwan** and the West Basin Municipal Water District.

**06/21/11-20. Kate Nelson Re Centennial Project**

**Kate Nelson, No Address Provided**, shared that the Senior Advisory Committee will be partnering with Mira Cost High School students for an oral history project as part of the Centennial celebration. She explained that they will interviewing seniors about what it was like to grow up in Manhattan Beach and that there will be reports, a web site, videos and a display.

**06/21/11-21. Ed Caprielian Re Election Turnout**

**Ed Caprielian, No Address Provided**, referenced a newspaper article regarding election turnout and how very few youths understand how the government works.

**06/21/11-22. Councilmember Powell Re Neighborhood Watch Event**

Councilmember Powell announced that Neighborhood Watch will hold an event called Business Watch on Wednesday, June 29, 2011 at 8:00 p.m. in the Police/Fire Conference Room to help small businesses prepare for disasters.

**06/21/11-23. Councilmember Powell Re Concerts in the Park**

Councilmember Powell reminded the community that Concerts in the Park are once again in session and take place every Sunday from now through September 4, 2011 at Polliwog Park from 5:00 – 7:00 p.m.

06/21/11-24. Councilmember Lesser Re Neighborhood Watch Program

Councilmember Lesser announced that Neighborhood Watch will hold a Map Your Neighborhood Program on June 23, 2011 from 7:00 -8:30 p.m. He explained that the program helps neighborhoods plan for disaster and for what to do after a disaster and emphasized that those interested in attending must RSVP by calling 310/ 802-5183.

06/21/11-25. Mayor Montgomery Re Bike Race

Mayor Montgomery announced that the Chevron Grand Prix Bike Race will take place this Sunday from 10:00 a.m. – 4:00 p.m.

06/21/11-26. Mayor Montgomery Re Police Department Driving Training

Mayor Montgomery shared that he and Councilmember Powell attended a police driving training exercise and thanked the police department for inviting them.

06/21/11-27. Mayor Montgomery Re Raise in Rates

Mayor Montgomery informed the community that the Los Angeles County Sanitation District will raise its rates in 2012 for infrastructure repair.

06/21/11-28. Mayor Montgomery Re Andrea Ruse's New Job

Mayor Montgomery congratulate longtime Easy Reader reporter Andrea Ruse on her new job at Sketchers as the Community Outreach Director for Friendship Circle.

**AUDIENCE PARTICIPATION**

06/21/11-29. Ed Caprielian Re Audience Participation

**Ed Caprielian, No Address Provided**, thanked Councilmember Powell for helping to move Audience Participation from the end of the Council meeting to the beginning of the meeting and requested that the Council re-examine the amount of time that is given to speakers during Audience Participation.

**PUBLIC HEARINGS**

06/21/11-15. Consideration of Amendment of Titles 7 and 10 of the Manhattan Beach Municipal Code and Chapters 2 and 3 of the City's Local Coastal Program for Comprehensive Sustainable Building Measures, as Part of the City Council 2009-2010 Work Plan

Mayor Montgomery introduced the subject item and Assistant Planner Esteban Dana provided the staff presentation.

Community Development Director Richard Thompson, Public Works Director Jim Arndt and Assistant Planner Esteban Dana responded to Council questions.

**The following individuals spoke on this item:**

- **David Watchfogel, No Address Provided**
- **Craig Cadwallader, Surf Rider Foundation Member**

**MOTION:** Councilmember Howorth moved to waive further reading and introduce Ordinance Nos. 2146 and 2147. The motion was seconded by Councilmember Lesser and passed by the following unanimous roll call vote:

Ayes: Powell, Lesser, Howorth, Tell and Mayor Montgomery.  
Noes: None.  
Abstain: None.  
Absent: None.

06/21/11-16. Renewal of Downtown Business Improvement District (BID) for Fiscal Year 2011-2012

Finance Director Bruce Moe introduced the subject item and provided the staff presentation.

Downtown Business and Professional Association President Mary Ann Varni responded to questions from Council

There was no public comment on this item.

**MOTION:** Councilmember Powell moved to adopt Resolution No. 6315 authorizing the collection of assessments; ratify the nominees for the Fiscal Year 2011-2012 BID advisory board; approve authorizing the BID Advisory Board Chair to enter into an agreement with the Downtown Business & Professional Association to provide services to the District; and appropriate \$100,953 (BID Assessments) from the Parking Fund and authorize disbursement of all assessments collected for FY 2010-2011 (\$100,953 as of June 10, 2011). The motion was seconded by Mayor Pro Tem Tell and passed by the following unanimous roll call vote:

Ayes: Powell, Lesser, Howorth, Tell and Mayor Montgomery.  
Noes: None.  
Abstain: None.  
Absent: None.

**GENERAL BUSINESS**

06/21/11-17. Consideration of the Acceptance and Usage of a Los Angeles County Parks and Recreation Grant for \$150,000 and Authorization for the City Manager to Negotiate and Execute All Grant Related Documents

Mayor Montgomery introduced the subject item and Parks and Recreation Director Richard Gill provided the staff presentation.

Parks and Recreation Director Gill responded to questions from Council.

**The following individual spoke on this item:**

- **Bill Fahey, American Youth Soccer Organization (AYSO) Commissioner**

**MOTION:** Councilmember Howorth moved to accept \$150,000 from the Los Angeles County Regional Park and Open Space Grant; approve authorizing the City Manager to negotiate and execute all grant related documents; and appropriate \$150,000 from the Capital Improvement Project (CIP) fund. Council further directed staff to use the funds for a project already on the CIP list. The motion was seconded by Mayor Pro Tem Tell and passed by the following unanimous roll call vote:

Ayes: Powell, Lesser, Howorth, Tell and Mayor Montgomery.  
Noes: None.  
Abstain: None.  
Absent: None.

#### **ITEMS REMOVED FROM THE CONSENT CALENDAR**

06/21/11-2. Approve Minutes:

This item contains minutes of City Council meetings which are presented for approval [(a) - (e)] and minutes from City Council subcommittees and from other City commissions and committees [(f) - (m)] which are presented to be received and filed by the Council. Staff recommends that the City Council take action on these minutes by one motion.

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- k) Meeting Summary, Centennial Subcommittee Meeting of June 1, 2011.
- l) Draft Minutes, Ad Hoc City Attorney Selection Subcommittee Community Meeting of May 24, 2011.
- m) Draft Minutes, Ad Hoc City Attorney Selection Subcommittee Community Meeting of May 31, 2011

Councilmember Lesser pulled this item due to the many comments he received from the public. He explained that while the Council has made an effort to be more transparent and encourage public participation; it hard to conduct Council business when so many sets of minutes are pulled for a "second bite of the apple". He suggested that maybe by extending the length of "*Audience Participation*" more of the public would participate.

Council briefly discussed grouping similar minutes together but as separate agenda items; that grouping minutes together should not discourage public participation; that it may keep certain community members from abusing the *Consent Calendar*; and that it will add to the efficiency of the meeting.

Councilmember Lesser stated that public participation is one of the items on the City Council Work Plan which will be agendized at an upcoming meeting and extending the length of Audience Participation will be discussed at that time.

**The following individual spoke on this item:**

- **Ed Caprielian, No Address Provided**

Special Counsel Christi Hogin clarified that the only action at issue is that Council is being asked to receive and file minutes of meetings which you do not attend and approving minutes of the City Council as accurate. She added that there is no rule stating that these items need to be addressed separately.

**MOTION:** Councilmember Howorth moved to approve the subject minutes (a – m) but abstaining on (b). The motion was seconded by Mayor Pro Tem Tell and passed by the following unanimous roll call vote:

Ayes: Powell, Lesser, Howorth, Tell and Mayor Montgomery.  
Noes: None.  
Abstain: Howorth (2b).  
Absent: None.

06/21/11-4. Consideration of an Amendment to the City's Financial Policies Regarding Classification of Fund Balances for Governmental Funds in Order to Comply with the Governmental Accounting Standards Board Statement (GASB 54)

Councilmember Lesser pulled this item to inquire about what the City's reserve does.

Finance Director Moe responded to Council's questions.

There was no public comment on this item.

**MOTION:** Councilmember Powell moved to adopt Resolution No. 6317 amending the City's Financial Policies adding a section regarding classification of fund balances for Governmental Funds to comply with GASB 54. The motion was seconded by Councilmember Howorth and passed by the following unanimous roll call vote:

Ayes: Powell, Lesser, Howorth, Tell and Mayor Montgomery.  
Noes: None.  
Abstain: None.  
Absent: None.

06/21/11-6. Consideration of a Cost Sharing Agreement in the Amount of \$25,266 with City of Redondo Beach to Continue Funding Beach Cities Transit Line 109 for Fiscal Year 2011-2012

Council had a discussion about the preliminary information provided by Beach Cities Transit as presented in the staff report.

Community Development Director Richard Thompson, Finance Director Bruce Moe and Redondo Beach Transit Manager Joyce Rooney responded to Council questions.

**The following individual spoke on this item:**

- **Jacque May, No Address Provided**

**MOTION:** Councilmember Howorth moved to approve the renewal of a one-year cost sharing agreement in the amount of \$25,266 for Beach Cities Transit Line 109 for Fiscal Year 2011-2012 with the cities of Hermosa Beach, El Segundo, and Redondo Beach, contingent upon all cities participating. The motion was seconded by Councilmember Lesser and passed by the following unanimous roll call vote:

Ayes: Powell, Lesser, Howorth, Tell and Mayor Montgomery.  
Noes: None.  
Abstain: None.  
Absent: None.

06/21/11-8. Consideration of a Resolution for Acceptance of a Grant from the California Department of Alcoholic Beverage Control for Increased Education and Enforcement Activities Regarding Alcoholic Beverage Control Laws in the Amount of \$50,000 and Appropriate Said Amount from the Unreserved General Fund Balance, Which Will be Reimbursed by the Grant

A member of the audience pulled this item from the Consent Calendar for Council discussion.

The following individual spoke on this item:

- Ed Caprielian, No Address Provided

The Council thanked Police Chief Eve Irvine and the Manhattan Beach Police Department for the good work that they do.

**MOTION:** Councilmember Powell moved to approve accepting a reimbursable grant from the State Department of Alcohol Beverage Control; adopt Resolution No. 6316 approving the Chief of Police to execute a standard grant agreement with the State; and appropriate \$50,000 from the unreserved General Fund balance which will be reimbursed by the grant. The motion was seconded by Councilmember Lesser and passed by the following unanimous roll call vote:

Ayes: Powell, Lesser, Howorth, Tell and Mayor Montgomery.  
Noes: None.  
Abstain: None.  
Absent: None.

06/21/11-12. Consideration to Authorize the City Manager to Award a Contract to C.T. Georgiou Painting Co. for the Facilities Maintenance Painting 2011 Project for an Amount Not-to-Exceed \$45,500

Councilmember Lesser questioned whether the flashing in the east side of the Police/Fire building will be included in this project.

Public Works Director Jim Arndt responded that the painting contract includes the railing and elevator construction but the Police/Fire building is not included in the current painting contract.

There was no public comment on this item.

**MOTION:** Councilmember Lesser moved to approve authorizing the City Manager to award a contract in the amount of \$45,500.00 to C.T. Georgiou Painting Co. for the Facilities Maintenance Painting 2011 Project and approve authorizing the City Manager to approve additional work in an amount not-to-exceed \$4,550.00 (10%), if required. The motion was seconded by Mayor Pro Tem Tell and passed by the following unanimous roll call vote:

Ayes: Powell, Lesser, Howorth, Tell and Mayor Montgomery.  
Noes: None.  
Abstain: None.  
Absent: None.

### **BOARDS AND COMMISSIONS**

#### **Parking & Public Improvements Commission**

##### **06/21/11-14. Consideration of the Parking and Public Improvements Commission Recommendation to Proceed with the 2011 Federal Safe Routes to School Grant Application**

Councilmember Lesser inquired why Pennekamp Elementary School was unable to participate.

Management Analyst Nhung Madrid explained that **Pennekamp Principal Dale Keldrauk** informed staff that he was not sure he and parents would be able to make the commitment. She reported that throughout the process staff contacted **Principal Keldrauk** but he was not able to attend a lot of the meetings or complete the necessary surveys. She added that although Pennekamp did not participate in this federal grant, they will have the chance to participate in a state grant in the fall.

Council briefly discussed their hopes that Pennekamp will be able to participate in the fall and Councilmember Powell shared the new **Pennekamp Principal Maybry** is interested in participating.

There was no public comment on this item.

**MOTION:** Councilmember Howorth moved to approve the Parking and Public Improvements Commission's recommendation to proceed with the 2011 Federal Safe Routes to School grant application currently being prepared by City Staff in coordination with six schools within the City of Manhattan Beach. The motion was seconded by Councilmember Powell and passed by the following unanimous roll call vote:

Ayes: Powell, Lesser, Howorth, Tell and Mayor Montgomery.  
Noes: None.  
Abstain: None.  
Absent: None.

### **CITY MANAGER REPORT(S)**

None.

### **OTHER COUNCIL BUSINESS, COMMITTEE AND TRAVEL REPORTS**

#### **06/21/11-30. Councilmember Powell Re 6-Person Volleyball Tournament**

Councilmember Powell expressed concern regarding the 6-Person Volleyball Tournament deficit of \$150,000. He asked a public discussion of the 6-Person event be agendaized for the next City Council meeting.



06/21/11-31. Mayor Montgomery Re U.S. Mayor's Conference

Mayor Montgomery announced that he attended the U.S. Mayor's Conference in Baltimore, Maryland where they discussed pension reform; Mayor Villaraigosa, the U.S. Mayor's President asked President Obama to give California more money. He explained that the materials he brought are available for review in the City Clerk's office.

06/21/11-32. Mayor Montgomery Re Council Chambers and ADA Compliance

Mayor Montgomery explained that the Council Chambers have reasonable modifications to accommodate the disabled: mobile microphone and a wheelchair assist ramp from the parking lot. He shared that when the Council Chambers are remodeled they will be accessible.

**ADJOURNMENT**

At 10:01 p.m. the Regular City Council meeting of June 21, 2011, was duly adjourned to the to the 5:30 p.m. Adjourned Regular Meeting to be followed by the 6:30 p.m. Regular City Council Meeting on Tuesday, July 5, 2011, in the City Council Chambers of City Hall, 1400 Highland Avenue, in said City.

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Ariana Kennedy  
Recording Secretary

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Richard Montgomery  
Mayor

ATTEST:

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Liza Tamura  
City Clerk



DRAFT

**CULTURAL ARTS COMMISSION**

**Minutes**

June 14, 2011

Manhattan Beach City Hall

1400 Highland Avenue

Manhattan Beach, Ca 90266

**I. CALL TO ORDER**

The meeting was called to order at 6:12 p.m.

**II. ROLL CALL**

Present: Susan Sweeney, Chair  
Nancy Humbarger, Vice Chair  
Peter De Maria  
Russ Samuels  
Susannah Rosenthal  
Juanita Purner, Cultural Arts Manager

**III. APPROVAL OF MINUTES**

Cultural Arts Commission Minutes for May 26<sup>th</sup> were approved as written.

**IV. AUDIENCE PARTICIPATION**

Gary D. McAulay (428 3<sup>rd</sup> Street, Manhattan Beach, 90266)

Mr. McAulay addressed the Commission with respect to the Marine Wall Memorial: He understood that this new project by-passed Cultural Arts Commission and used Public Art funds without their approval. He came to tonight's meeting to learn if there is a policy for "memorials" in the Public Art Master Plan.

In his opinion, having a policy in place gives the City Council a tool that enables them to make a clear-cut decision that is not impacted on emotional pressures from the public. He expressed his condolences for the families involved but he has a problem with the vagueness of the memorial and if this project sets a precedent for future memorials.

Mr. McAulay added that the City needs to maintain the 9/11 Memorial and the Veterans Parkway Memorial by removing the flowers and flags left by the public for anniversaries and holidays.

Commissioner De Maria made a motion that the Cultural Arts Commission be involved in the review of any of the City's future art projects and informed when Public Art Trust funds are earmarked for a project; the motion was seconded and passed.

**V. GENERAL BUSINESS**

01/0612.32 Sculpture Garden Artist Invitation and Poster

Staff reported that invitations were emailed to artists who previously participated in the Sculpture Garden program and that invitation post cards were available for additional mailings.

Commissioner Rosenthal commented that in years past the City featured decorative street signs designed with a gold arch and a bird that were installed in the downtown business district. These attractive signs unfortunately were damaged and replaced when the blue tile streetscape was installed. Staff will check with Public Works on the bird street signs.

#### **IV. REPORTS AND OTHER BUSINESS**

##### **New Cultural Arts Commission Officers**

"The Cultural Arts Commission thanked Susan Sweeney for her leadership during her term as Commission Chair. A nomination for Peter De Maria was made and seconded establishing him as the new Cultural Arts Commission Chair.

Commission Chair De Maria asked staff to provide a copy of the Public Art Trust fund report for the Commission's review. At the Chair's recent interview with Council for reinstatement, the importance of monitoring the fund was mentioned.

##### **Strand Alcove Bench Prototype Sponsorship**

Commissioner De Maria met with Mayor Montgomery recently to discuss the Cultural Arts Commission's proposed sponsorship plan:

- The Commissioners will initiate discussions with the local business community to access their interest in sponsoring the manufacture of the Strand Bench prototypes.
- The goal is to secure four sponsors for the bench prototypes expanding the number of bench designs available to potential bench donors.
- The local business sponsors would have the opportunity to acquire a bench designed by renowned architect.

#### **ADJOURNMENT**

The meeting was adjourned at 7:25 p.m.

The next Cultural Arts Commission meeting is scheduled for July 12, 2011 at 6:00 p.m.

**CITY OF MANHATTAN BEACH  
PLANNING COMMISSION ACTION MINUTES**

**May 25, 2011**

**Council Chambers – 1400 Highland Avenue**

**6:30 P.M.**

Final Decisions Made Tonight Will be Scheduled for City Council Review on June 21, 2011  
(Unless otherwise stated at the meeting)

1. CALL MEETING TO ORDER **6:30 P.M.**
  
2. PLEDGE TO FLAG
  
3. ROLL CALL **ANDREANI, FASOLA, SEVILLE-  
JONES, CHAIRPERSON PARALUSZ**
  
4. CEREMONIAL CALENDAR  
  
05/25/11-1. Presentation of a Certificate Commending Jim Fasola for his Years of Service on the Planning Commission.  
**PRESENTED**
  
5. APPROVAL OF MINUTES  
  
05/25/11-2. Regular meeting – May 11, 2011 **APPROVED AS AMENDED (4:0)**
  
6. AUDIENCE PARTICIPATION **(3-Minute Limitation)**  
The public may address the Commission regarding any item of City business not on the agenda.  
**NONE**
  
7. GENERAL BUSINESS **NONE**
  
8. PUBLIC HEARING  
  
05/25/11-3. Consideration of a Use Permit Amendment to Allow a Revision From Off-Site Beer and Wine Only Sales to Full Alcohol at an Existing Target Store Located at 1200 North Sepulveda Boulevard.  
**CONDUCTED PUBLIC HEARING AND CONTINUED TO JUNE 22, 2011 (4:0)**
  
9. DIRECTOR'S ITEMS **NONE**
  
10. PLANNING COMMISSION ITEMS **NONE**
  
11. TENTATIVE AGENDA June 8, 2011
  
12. ADJOURNMENT TO June 8, 2011 **MEETING ADJOURNED AT 7:40 P.M.**

June 22, 2011    July 13, 2011    July 27, 2011    August 10, 2011    August 24, 2011

Meetings are broadcast live through Manhattan Beach Local Community Cable Channels (Time Warner Channel 8 and Verizon Channel 35), and Live Webcast via the City's website. Most meetings are rebroadcast at 12:00 PM and 8:30 PM on the Friday and Sunday following the Wednesday meeting on the Community Cable Channels and Live Webcast. If a City Council meeting falls in the same week as a Planning Commission meeting, the Commission meeting will be replayed the next week on Thursday at Noon. Meetings are archived at [www.citymb.info](http://www.citymb.info).



**CITY OF MANHATTAN BEACH  
PLANNING COMMISSION ACTION MINUTES**

**June 22, 2011**

**Council Chambers – 1400 Highland Avenue**

**6:30 P.M.**

Final Decisions Made Tonight Will be Scheduled for City Council Review on July 19, 2011  
(Unless otherwise stated at the meeting)

1. CALL MEETING TO ORDER **6:30 P.M.**
  
2. PLEDGE TO FLAG
  
3. ROLL CALL **CHAIRMAN PARALUSZ,  
VICE-CHAIR ANDREANI, GROSS,  
SEVILLE-JONES, CONAWAY**
  
4. APPROVAL OF MINUTES  
  
06/22/11-1. Regular meeting – May 25, 2011 **APPROVED AS AMENDED (5:0)**
  
5. AUDIENCE PARTICIPATION **(3-Minute Limitation)**  
The public may address the Commission regarding any item of City business not on the agenda.  
**NONE**
  
6. PUBLIC HEARING, CONT  
  
06/22/11-2. Consideration of a Use Permit Amendment to Allow a Revision From Off-Site Beer and Wine Only Sales to Full Alcohol at an Existing Target Store Located at 1200 North Sepulveda Boulevard.  
**CONDUCTED THE CONTINUED PUBLIC HEARING AND APPROVED RESOLUTION AS AMENDED (5:0)**
  
7. DIRECTOR'S ITEMS **NONE**
  
8. PLANNING COMMISSION ITEMS **NONE**
  
9. TENTATIVE AGENDA July 13, 2011
  
10. ADJOURNMENT TO July 13, 2011 **ADJOURNED AT 6:53 P.M.**

July 13, 2011    July 27, 2011    August 10, 2011    August 24, 2011    September 14, 2011

Meetings are broadcast live through Manhattan Beach Local Community Cable Channels (Time Warner Channel 8 and Verizon Channel 35), and Live Webcast via the City's website. Most meetings are rebroadcast at 12:00 PM and 8:30 PM on the Friday and Sunday following the Wednesday meeting on the Community Cable Channels and Live Webcast. If a City Council meeting falls in the same week as a Planning Commission meeting, the Commission meeting will be replayed the next week on Thursday at Noon. Meetings are archived at [www.citymb.info](http://www.citymb.info).





## ENVIRONMENTAL TASK FORCE AGENDA

April 21, 2011 5:30 P.M.

Police and Fire Community Facility  
420 15th Street Manhattan Beach, CA 90266

### 1. CALL MEETING TO ORDER

In attendance: Environmental Task Force co-chairs Councilmembers Amy Howorth and David Lesser, Members Paul Beswick, Andy Cobb, Stacia Costa, Julie Gonella, Audrey Judson, Ann Lin, Greg Monfette, Gretchen Renshaw, and Daniel Salzman, Student Liaison Alina Heim, and Environmental Programs Manager Sona Kalapura.

### 2. BUSINESS ITEMS

Environmental Programs Manager Kalapura thanked the ETF volunteers who participated in the successful Earth Day festival at Polliwog Park. She then invited the attendees to a special Earth Day screening of the plastic pollution documentary, "Bag It" taking place on Friday, April 22<sup>nd</sup>. Other announcements included the Vitality City "walking moai" kickoff taking place on April 26<sup>th</sup> and the Energy Upgrade California workshop on April 28<sup>th</sup>.

### 3. ENVIRONMENTAL SPEAKER SERIES

Centennial Committee representative Trish Pietrzak spoke to the ETF about upcoming Centennial programs, and the potential to include sustainability-themed events as part of the Centennial program. She talked about upcoming City-wide events, fundraising opportunities, and a desire to have the ETF come up with an event that would promote sustainability citywide while tying in to the Centennial theme. Some possible events include a historical walk and photo tour, July picnic and parade, Black-tie Ball on the beach, advertising through street pole banners, etc. She asked ETF members and public to contact her at [trish@MB100.org](mailto:trish@MB100.org) with ideas.

### 4. ENVIRONMENTAL TASK FORCE ITEMS

- a. Energy Efficiency and Renewable Energy (Energy Work Group members: Andy Cobb, Stacia Costa, Audrey Judson, Kim Matsoukas, and Daniel Salzman)

Presentation: Daniel Salzman spoke on behalf of the Energy work group and gave an overview on the ETF mission, environmental legislative goals applicable to the ETF (AB32, California's global warming legislation), and commitments made by City Council to reduce greenhouse gas emissions in the U.S. Mayors Climate Protection Agreement. He talked about some of the projects already completed by the City (e.g. green building codes, energy audit, climate action plan). The goals of the Agreement also included promotion of renewable energy, and education on energy conservation to schools and businesses. These tasks were identified as priorities through the first ETF, and were assigned to the current ETF in the Environmental Work Plan. He explained that the Energy work group has come up with several ideas to promote renewable energy, including a contest, and that they are

flexible in how the program will be designed and adopted in order to mitigate any perceived conflict of interest or legal concerns.

Andy Cobb then explained two other proposals dealing with solar energy: an educational solar display and an investment grade solar feasibility audit. The purpose of the display would be to educate the community on solar power generation, making it easy and fun to understand. The display could track the solar energy generated, and would be located in a visible area to create interest. Andy then spoke about the city's energy audit and the need to implement the recommendations in the audit to make use of existing rebates and potential efficiencies. He proposes creating an investment grade audit for the solar recommendations that the City can then put out to bid for the work to be completed. He pointed out that the solar recommendations in the current audit were not detailed enough for the City to obtain outside funding for the solar projects, such as a power purchase agreement (PPA), in which the City would not have to purchase the solar panels.

Discussion: Councilmember Lesser raised concerns about a solar display being seen as free advertising for Xero Solar. Andy explained that his company would not be supplying the solar panel for the display proposal, but that fundraising throughout the community could take place to pay for the installation. Daniel also explained that the purpose of the project is to promote solar power as an option, and give the public an example of how solar works.

Councilmember Howorth asked about the investment grade audit, and if this would also be used to develop return-on-investment potential for homeowners. Andy explained that this proposal was only for government facilities, and that Edison would have to sign-off on the assumptions made in the solar assessment. Daniel stated that the investment grade audit would help the City in obtaining solar panels leading to a reduction in GHG emissions, energy savings, and a means to educate the public on solar power. The City is already trying to promote solar power through educational events and the fee-waiver for solar permits.

Casey Beyer, a former ETF member in attendance, stated that there are large energy users in the community, including the commercial sector and school district. He said that more than just the solar audit needs to be completed, but that financing to implement the projects needs to be secured. He said there are several financial options to reduce the burden on city funds, and asked the Councilmembers not to be deterred by financial costs.

- b. Water Conservation and Sustainable Landscaping (Water Conservation work group members: Paul Beswick, Julie Gonella, Ann Lin, Greg Monfette, and Gretchen Renshaw).

Presentation: Greg Monfette gave an update on a proposal from the Water Conservation work group to develop a "sustainable landscape checkup" program. The idea centers around providing the community with a list of local landscapers that can conduct free landscape audits to help residents define what they can do to turn their properties into sustainable landscape. He also presented an idea for a municipal mulch service, free to residents. This would make mulch readily available to the public – a "one-stop" mulch program.

Discussion: Greg suggested developing a list of local resources so that the City would not be partial to one landscaper, as well as having the list vetted to ensure that those participating

have the necessary skills to service the community. The City of Santa Monica is an example of a city that provides this program and the city actually provides classes and certifies the landscapers that wish to participate. Councilmember Lesser asked if this type of program would just serve as free marketing for the landscaper because they then would likely complete the landscaping work for the resident. Greg stated that in a way it would be marketing, but that the landscapers would meet standards set by the City. Councilmember Howorth liked the idea of having the landscapers apply to participate in a program, and then adding them to a list available to the public, but was concerned about the staff time that might be needed to run the program. Greg explained that the ETF could develop a checklist of criteria to screen potential landscapers, ensure they have the proper certification, etc. Paul Beswick also suggested using landscapers on Santa Monica's list, but Greg assured that it would not be difficult to vet local landscapers because the criteria is simple. Daniel Salzman said that a resource like this would be a good tool for developers who want to install sustainable landscape on their projects. He said it makes a big difference in water consumption, and that projects that have sustainable landscape create the need for surrounding properties to do the same.

Greg also discussed ideas on a pilot mulch program, and raised several questions including: where would the City get the mulch from, where would it be stored, and whether a permit is needed. Greg mentioned that different permits are needed if over 500 cubic yards of mulch will be stored. He also gave examples of the City of LA and Long Beach's mulch programs. The City of LA recycles its tree trimmings and provides it for the mulch program, free to residents for pickup. The City of Long Beach mulches tree trimmings from municipal trees and provides a free mulch-delivery program to residents. Greg said there is a concern with using product from outside tree trimmers if you do not know what material they are bringing in. He said it is important to ensure that the mulch is clean and that there is a storage place identified. He suggested working with the City of LA to have some of their mulch delivered to Manhattan Beach because their mulch is "spread-ready." Staff would be needed to oversee the program, ideally someone from the Public Works department. He also suggested a strong public education program to highlight the value of mulch, what it can be used for, etc.

## 5. AUDIENCE PARTICIPATION

Casey Beyer (South Bay Bicycle Coalition), Carolyn Miller (Transition South Bay), Jim Fulkerson (US Green Building Council), Craig Cadwallader (Surfrider South Bay), Cristian Vasquez (Manhattan Beach Sun), and Gary McCullough (Manhattan Beach Boy Scouts) attended the ETF meeting.

## 6. ADJOURNMENT

The meeting was adjourned to the next ETF meeting, on Thursday, May 19th at 5:30PM in the Manhattan Beach Police Fire Community Room: 420 15<sup>th</sup> Street Manhattan Beach, CA 90266.

Regular meetings of the ETF are held on the 3rd Thursday of each month. Meeting information will also be posted on the Going Green webpage at [www.cityymb.info](http://www.cityymb.info).



## ENVIRONMENTAL TASK FORCE AGENDA

June 16, 2011

5:30 P.M.

Police and Fire Community Facility  
420 15th Street Manhattan Beach, CA 90266

### 1. CALL MEETING TO ORDER

In attendance: Environmental Task Force co-chairs Councilmembers Amy Howorth and David Lesser, Members Paul Beswick, Julie Gonella, Audrey Judson, Gretchen Renshaw, and Daniel Salzman, Maintenance Supervisor Juan Price, Utilities Manager Raul Saenz, and Environmental Programs Manager Sona Kalapura.

### 2. BUSINESS ITEMS

Environmental Programs Manager Kalapura welcomed the group back to the ETF meetings, as meetings were canceled in May due to budget discussions and reorganization of the environmental programs. She briefly reviewed World Ocean Day (May 8<sup>th</sup>), and the City's hosting of a very well-attended Ocean Friendly Garden Workshop on May 4<sup>th</sup>. She also announced the upcoming Bicycle Master Plan workshop on June 20<sup>th</sup> and encouraged the public to attend to offer their input and feedback on the bicycle plan.

### 3. ENVIRONMENTAL SPEAKER SERIES

Valerie Hill, Administrative Director of the Manhattan Beach Roundhouse Aquarium spoke to the group about marine pollution and their education and outreach efforts. Valerie highlighted the human impact on the ocean and environment, and showed real-life examples of a turtle that died from ingesting plastic pollution, a water sample of the pacific garbage patch from Algalita Research, as well as several images throughout her presentation. She said the purpose of the Aquarium's youth outreach programs is to educate students that everything is in fact connected, and to inspire them to make a difference. She stated that student groups from all over the region participate in 3-hour field trips to learn about marine quality and pollution. Valerie talked about existing partnerships and funding sources for Aquarium programs, and the desire to work with the ETF to promote education to the community.

### 4. ENVIRONMENTAL TASK FORCE ITEMS

- a. Water Conservation and Sustainable Landscaping (Water Conservation work group members: Paul Beswick, Julie Gonella, Ann Lin, Greg Monfette, and Gretchen Renshaw).

Presentation: Paul Beswick spoke briefly about the regional goals and City commitments towards water conservation. While the City met the initial 20% water conservation target at the outset of the conservation ordinance, water consumption is continuing to increase. The Water Conservation work group is trying to identify programs that will help the City meet this target, and sustain it in the future. This includes an outreach program targeted to the residents, businesses, and schools in Manhattan Beach focusing on efficient water use and sustainable landscaping. The ETF will review the City's water use and determine how we can identify a 2020 conservation goal that is measureable and achievable. He mentioned that the work group will review the existing water conservation ordinance and identify any

ongoing conservation measures that need revision or distribution to the public. He also mentioned the needs for City government to implement a municipal water conservation goal, include conversion to drought tolerant landscaping where feasible, that will set an example for the community.

Discussion: The question was asked what the baseline year to calculate the City's water consumption and conservation goal would be. There are different methods to calculate water consumption data, and Raul Saenz the City's Utilities Manager, explained the initial process of using a 5-year historical average. As the City begins developing the Urban Watershed Management Plan (as required by the State), the City can select criteria that is not too restrictive so as not to be penalized for current water conservation efforts and use of reclaimed water. He gave an example of reducing water consumption to 160 gallons/per capita/per day, or an even more aggressive target of 100 gallons/per capita/per day.

Councilmember Lesser asked how the group was working with the City to identify what the City was already doing in terms of water conservation outreach, and where the ETF could assist. Paul reviewed the ETF task sheet and timelines with initial July 6<sup>th</sup> delivery dates. He said that education and outreach would be key to promoting any programs to the public, and that the ETF needed to develop a slogan. Councilmember Howorth supported the slogan concept, and the idea to have the schools participate in a contest to come up with a water conservation slogan.

Manhattan Beach resident Terry Sobasky asked about a project to promote sustainable landscape at her property in Liberty Village. She mentioned attending the Ocean Friendly Garden workshop in which she learned about drought tolerant and water efficient landscape. She wants to implement these practices on the City-owned parking strip in front of her property. Councilmember Howorth said this would be a good pilot project for the ETF to help with and would be a tool to show the public how a sustainable landscape program would work.

Another Manhattan Beach resident Craig Cadwallader said that the City needs to develop a high-profile marketing campaign that portrays a positive image that Manhattan Beach residents will want to participate in (e.g. "the right thing to do at the beach"). Councilmember Howorth suggested partnering with Growing Great and Grades of Green because they are already in the schools and can assist with delivering this message to the students, who will then carry the message home to their parents.

Carolyn Miller, Manhattan Beach resident, said that it is important not to forget to educate adults in this effort and that programs like Sustainable Works that offer classes and workshops to the community. She said cities like Santa Monica offer this program and are seeing results in reducing the environmental footprint of the City. Two other attendees addressed the group, saying the financial motivations will not be what moves the community, but an educational message unique to Manhattan Beach will help people do the right thing.

- b. Energy Efficiency and Renewable Energy (Energy Work Group members: Andy Cobb, Stacia Costa, Audrey Judson, Kim Matsoukas, and Daniel Salzman)

Presentation: Daniel Salzman gave an overview of the ETF tasks and how they relate to the City's commitments to reduce GHG emissions. He said the work group will develop outreach programs and metrics in which to measure success of each initiative. He talked about the proposal to place a solar education display at Metlox that would show the public how solar energy works. The project would be funded through donations/fundraising, so as not to cost the city any capital. A previous fundraising idea included placing name plates/tiles around the display to support the cost of the project. Daniel asked the Councilmembers to share any concerns or questions they had about the proposal so the group would know how to best move forward. He also said that any project renderings would be shared with City Council for their approval.

Daniel also talked about the investment grade audit for solar recommendations. The audit would determine the financial feasibility of the solar sites identified in the city's energy audit. He also talked about the contests to encourage the residents and businesses to be more energy efficient. The school district is participating in the Green Quest program, and the ETF wants to expand this program to all the residents through an energy efficiency contest. The plan would promote the contest through the schools, taking advantage of the natural rivalry between the schools and neighborhoods. The contest would have families in each district sign up for the program and track their energy, water and gas bills for 4 months. The group is identifying what prize options for the winners would be, and are trying to find no/low-cost prizes (such as a ride with Santa, dinner at the Fire Station, etc.). The group is also developing a green scorecard for businesses that would identify existing sustainable practices, and identify other methods/resources to help businesses reduce their environmental footprint.

Discussion: Councilmembers Howorth and Lesser had questions about the solar display, its function and location. Councilmember Lesser also cautioned that placing tiles on a permanent display might be an issue for the rest of Council, as well as setting a precedent for fundraising. A Manhattan Beach resident Jim Burton, said that the community would have no problem contributing funds for this type of display, even without the name plate/tile recognition. Councilmember Howorth mentioned that she would like to see a design that measures energy use (e.g. the energy use of the fountain in Metlox Plaza). Juan Price stated that Metlox will agree to have a solar display, and a proposed location would be the escalator well leading from the parking garage. It may be possible to show the energy used by the escalators, as well as the energy generated by the solar panel.

Councilmember Lesser questioned whether or not a feasibility study was necessary to move forward with the solar recommendations, and both the Councilmembers were concerned about an additional cost for the audit. Both Jim Burton and Jason Haffley stated that companies will do the assessments for free, and can even implement the solar projects at no cost to the City. Juan Price, the City's Maintenance Superintendent, stated that it is important to identify which sites are the most financially feasible for solar power. Andy's company can provide that analysis to the City, and the energy group will research funding options and purchasing agreements to implement the solar measures, and present those options to City Council.

Councilmember Howorth liked both the Green Quest and Green Business Scorecard ideas. She recommended working with student volunteers to help track the Green Quest program and suggested Tree Musketeers, Partners for the Planet, the highschool Ecology Club, etc. She thought the scorecard would be a good project to brand for the City.

Audrey Judson also spoke about outreach and the need to advertise these programs to the community. She mentioned the Beach Reporter ad space, and is making an effort to get ad sponsors so the ETF could have a larger more visible section in the newspaper.

Craig Cadwallader mentioned the upcoming discussion in Hermosa Beach on banning outdoor smoking. A member of the public asked about the status of the City's plastic bag lawsuit, and Sona Kalapura provided an update stating that the City is awaiting the decision of the California Supreme Court following the May 4<sup>th</sup> hearing.

5. AUDIENCE PARTICIPATION

Terri Sabosky, Todd Behr (EcoKai Environmental, Inc.), Craig Cadwallader (Surfrider South Bay), Carolyn Miller (Transition South Bay), Mike Edwards (RenewAge Energy Solutions), Jason Haffley (RenewAge Energy Solutions), Jim Burton (EcoKai Environmental, Inc.), a 45-year Manhattan Beach resident, and Fire Chief Robert Espinosa attended the ETF meeting.

6. ADJOURNMENT

The meeting was adjourned to the next ETF meeting, on Thursday, July 21st at 5:30PM in the Manhattan Beach Police Fire Community Room: 420 15<sup>th</sup> Street Manhattan Beach, CA 90266.

Regular meetings of the ETF are held on the 3rd Thursday of each month. Meeting information will also be posted on the Going Green webpage at [www.citymb.info](http://www.citymb.info).



**Manhattan Beach Centennial Committee**  
**June 13, 2011 – 5:00 p.m. Police and Fire Conference Room**

**Meeting Notes**

Attendees: Mayor, Richard Montgomery; Committee Members Jeanna Harkenrider, Oliver Thomas Schulster, Annie Walker, Joe Franklin, Irene Cotter and Jan Dennis; Parks and Recreation Director, Richard Gill; IS Director, Leilani Emnace; and Recording Secretary, Mary Kirchwehm

**Audience Participation**

Ed Caprielian suggested that as part of the Centennial events to include a series of public forums relating to the future of Manhattan Beach. It is important to involve the youth since they are the future. For example, Leadership Manhattan Beach could focus on what type of leadership capabilities are needed for the future of the City. Ed also expressed his disappointment with the reserved seating for the Concerts in the Park and his concerns with alcohol on the beach for the Centennial Gala.

**Meeting Topics**

**Review Meeting Notes:** The Committee reviewed and adopted the June 6, 2011 Centennial Subcommittee Special Meeting notes as written.

**Committee Reports:**

**Budget Review:**

Grace reported that two additional seats and one reserved parking space was sold since the last meeting. Grace also reported receipt of \$420.00 in merchandise sales which she deposited. The expenses which total \$150.26 refer to postcards and PayPal fees. The total net income for reserved seating for Concerts in the Park to date is \$570.90.

**Sponsorship Update:**

Annie reported that Trish is spearheading the sponsorship guide. Annie would like to change some of the pictures on the brochure.

**Action Item:** Richard Montgomery will work with Trish on the wording of the brochure.

**Parade Efforts Update:**

Jan reported that she has 11 people on her committee and her committee will meet every two weeks. Her committee has established an email address [MB100Parade@gmail.com](mailto:MB100Parade@gmail.com). She also said that five units have expressed their desire to be in the parade, and she has all the cars and drivers lined up. All the cars are convertibles. Jan will be mailing out her letter and parade invitational form shortly.

*Action Item:* Jeanna will put Jan's parade form on the website so it can be printed and mailed to Jan. Forms will not be allowed to be submitted online. Jeanna will also put the Parade Committee email on the community events registration page of the website.

*Action Item:* All questions, entries and anything pertaining to the Centennial parade is to be directed to Jan. Any mail will be sent to her P.O. Box.

*Action Item:* Jan and Oliver will discuss banners for the cars.

*Action Item:* Richard Montgomery suggested, as part of the outreach, an email blast be sent out to various organizations notifying them of the parade.

**Community Update and Event Registration:**

Jeanna reported that she received Kate Nelson's application and will update the calendar updated with their information.

*Action Item:* Jeanna will send a letter informing Kate that her event has been accepted as a registered Centennial event and update the calendar with their information.

Leilani updated the "Volunteer Now" button on the website.

*Action Item:* Jeanna and Leilani will work together on updating content on the website.

**Sponsorship Banner Package Update:**

Oliver reviewed the banner package for street banners. The banner package includes the guidelines and required specifications. It also provides information on whom to contact with questions and submission. Oliver also showed the poles that are available to hang the banners. Larry inquired if sponsors will have the ability to select the location of their banners. The Committee was in agreement that location selection will be on a first come first serve basis.

**Centennial Letterhead Update:**

The Committee approved Option 2 for the Centennial Letterhead. The Committee also agreed to change the wording of "Honorary Board Members" to "Honorary Committee Members."

*Action Item:* Oliver will email everyone the letterhead as a word document and a PDF.

**Beach Towel Design Update:**

Oliver previously emailed three options for the beach towel. The Committee approved the striped towel.

Irene presented a sample of a yellow towel she acquired from a vendor who currently has them in stock. This vendor can produce Centennial towels in seven days so they would be available to sell at the Concerts in the Park. It would not have stripes and it is unknown if it would include any white. The cost would be approximately \$17.95 each which includes the set up.

*Action Item:* Oliver will email a few of his sources to inquire about towel production.

**Volunteer Recruitment List and Concerts in the Park VIP Parking Plan:**

Joe reported that the "Volunteer Now" button will be located on the left side of every page on the Centennial website.

Joe presented two VIP parking options for the Concerts in the Park. One option is to block off parking on Manhattan Beach Boulevard. The second option is to provide reserved parking off Peck Avenue near the trailer the Police Department used. There are 17 lined spaces at this location and it also includes a handicap space. Although the trailer is currently being rented to the L.A. County Department of Education, they do not use the space on the weekends.

*Action Item:* The Committee approved the location off Peck Avenue, and Joe will contact the Superintendent's office to confirm availability of the parking spaces on Sundays.

**Other Business:**

- Jan reported her findings on the Centennial postage stamp. Stamps can be produced and ordered through Zazzle.com. The cost is approximately .88 - .99 per stamp.
- Irene reported that postcards have been delivered to Fresh & Easy and Ralphs. Vons has also agreed to distribute them. Trader Joes will only distribute the postcards to their employees. Irene is still awaiting a response from Bristol Farms and Grow. Richard Gill reported that another 5,000 postcards have been ordered.
- Annie reported that she is searching for a possible donation of storage space to house all the Centennial supplies and merchandise.
- Jeanna requested that her email be changed to her personal email address.

**Adjournment:** The meeting was adjourned to the next scheduled meeting, Monday, June 27, 2011 at 5:00 p.m. in the Police and Fire Conference Room.

**CITY OF MANHATTAN BEACH  
MINUTES OF THE CITY COUNCIL  
AD HOC CITY ATTORNEY SELECTION SUBCOMMITTEE MEETING  
JUNE 21, 2011**

The Ad Hoc City Attorney Selection Subcommittee Meeting of the City Council of the City of Manhattan Beach, California, was held on the 21<sup>st</sup> day of June, 2011, at the hour of 9:05 a.m., in the Manhattan Beach City Manager's Conference Room, at 1400 Highland Avenue, in said City.

**PLEDGE TO THE FLAG**

Councilmember Amy Howorth led the pledge of allegiance.

**ROLL CALL**

Present: Councilmembers Howorth and Lesser  
Absent: None  
Staff: Bruce Moe, Acting City Manager  
Clay Curtin, Management Analyst  
Ariana Kennedy, Management Analyst

**AUDIENCE PARTICIPATION**

**Viet Ngo, No Address Provided**, stated that he believes that Ordinance No. 1955 prohibits the Council from hiring a contract City Attorney and requested that the Council hold public interviews and a Public Hearing. He referenced a memo from 1993 that compared contract City Attorneys to in-house City Attorneys and suggested that Council repeal Ordinance 1955 if they want to hire a contract City Attorney.

**Ed Caprielian, No Address Provided**, agreed with **Mr. Ngo** that Ordinance 1995 mandates an in-house City Attorney which invalidates the current RFP; read a statement that summarized his concerns; and asked where the public participation is in the process and how the subcommittee will evaluate the responses to the RFP utilizing the performance effectiveness areas he provided.

**Doug Herich, No Address Provided**, read a prepared statement regarding his understanding that the education of current and past City Attorneys is lacking in fundamental matters of law. He provided information on the origin and history of American law.

**Joe Marsico, No Address Provided**, spoke about municipal legal issues including: towing, communication, trolleys, and suggested the City ask five volunteer attorneys to "watch over" the City.

**GENERAL BUSINESS**

06/21/11-1. Discussion Regarding the Goals of the Subcommittee and the Process for Selection of a City Attorney

Councilmembers Howorth and Lesser led a discussion about the goals of the Subcommittee and the City Attorney Selection Process. After a lengthy discussion, the Subcommittee agreed to schedule another Subcommittee meeting on June 28, 2011, to further develop an evaluation process for the City Attorney selection.

**ADJOURNMENT**

At 10:59 a.m. the meeting was duly adjourned.

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Ariana Kennedy  
Recording Secretary

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David Lesser  
Councilmember

ATTEST:

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Liza Tamura  
City Clerk