



Minutes:

This item contains minutes of City Council meetings which are presented for approval [(a)-(b)] and minutes from City Council subcommittees and from other City commissions and committees [(c)-(d)] 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) City Council Meeting (Closed Session) and Regular City Council Meeting of January 3, 2012.

RECOMMENDATION: APPROVE

- b) Action Minutes, Planning Commission Meeting of January 11, 2012.

RECOMMENDATION: RECEIVE AND FILE

- c) Centennial Committee Meeting of December 12, 2011.

RECOMMENDATION: RECEIVE AND FILE

- d) Environmental Task Force Meeting of December 15, 2011.

RECOMMENDATION: RECEIVE AND FILE

**CITY OF MANHATTAN BEACH
MINUTES OF THE CITY COUNCIL
CLOSED SESSION MEETING
JANUARY 3, 2012**

The Closed Session Meeting of the City Council of the City of Manhattan Beach, California, was held on the 3rd day of January, 2012, at the hour of 4:37 p.m., in the City Council Chambers of City Hall, at 1400 Highland Avenue, in said City.

CALL TO ORDER

Mayor Pro Tem Powell called the meeting to order.

ROLL CALL

Present: Lesser, Howorth and Mayor Pro Tem Powell.
(Mayor Tell and Councilmember Montgomery arrived at 4:57 p.m.)
Present: City Manager Carmany and City Attorney Roxanne Diaz.
Absent: None.
Clerk: Tamura.

PUBLIC COMMENT ON CLOSED SESSION AGENDA

None.

ANNOUNCEMENT IN OPEN SESSION OF ITEMS TO BE DISCUSSED IN CLOSED SESSION AS FOLLOWS

City Attorney Roxanne Diaz read into the record the following Closed Session items:

1. **CONFERENCE WITH REAL PROPERTY NEGOTIATOR**
(Government Code Section 54956.8)

Property: Manhattan Beach Country Club
1330, 1332 and 1334 Park View Avenue

Agency Negotiator: Dave Carmany, City Manager
John N. Yonai, Tierra West Advisors

Negotiating Parties: Sara Neilson, Managing Director for the Manhattan Country Club

2. **CONFERENCE WITH LEGAL COUNSEL (EXISTING LITIGATION)**
(Government Code Section 54956.9(a))

a) *DFA PVA II Partner, LLC v. IMG Worldwide Inc., USA Volleyball, Leverage Agency LLC, Jose Cuervo International, Inc., U.S. Tequila Cuervo LA Rojena, SA De CV, City of Manhattan Beach, US Federal District Court, CV 11-06851*

b) *Geoff Dolan v. City of Manhattan Beach; Robert Wadden, et.al.
Los Angeles Superior Court
Case No. BC472421*

c) *Karl Nilsson v. City of Manhattan Beach
California Worker's Compensation Appeals Board
Case No. ADJ 7374837*

Councilmember Howorth stated, for the record, that Mayor Tell and Councilmember Montgomery have chosen not to participate in Item No. 1 due to the appearance of a Conflict of Interest.

City Attorney Roxanne Diaz added that Mayor Tell and Councilmember Montgomery have abstained from Item No. 1 because Mayor Tell has a membership with the Country Club, which is deemed an investment, and Councilmember Montgomery has a use privilege and, under the lease, utilizes a membership on behalf of City business and does not want give anyone the perception of a conflict of interest.

RECESS INTO CLOSED SESSION

Council recessed into Closed Session at 4:40 p.m.

Mayor Tell and Councilmember Montgomery joined the Closed Session at 4:57 p.m.

RECESS INTO OPEN SESSION

Council reconvened into Open Session at 5:35 p.m.

City Attorney Roxanne Diaz announced that the City Council met in Closed Session and that there were no reportable actions.

ADJOURNMENT

At 5:35 p.m. the meeting was recessed to the 6:30 p.m. Regular City Council Meeting on Tuesday, January 3, 2012, in the City Council Chambers of City Hall, 1400 Highland Avenue, in said City.

Liza Tamura
Recording Secretary

Nicholas W. Tell, Jr.
Mayor

ATTEST:

Liza Tamura
City Clerk

**CITY OF MANHATTAN BEACH
MINUTES OF THE CITY COUNCIL
REGULAR MEETING
JANUARY 3, 2012**

The Regular Meeting of the City Council of the City of Manhattan Beach, California, was held on the 3rd day of January, 2012, at the hour of 6:32 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.

PLEDGE TO FLAG

Police Chief Eve Irvine led the Pledge of Allegiance.

ROLL CALL

Present: Lesser, Howorth, Montgomery, Powell and Mayor Tell.
Absent: None.
Clerk: Tamura.

CEREMONIAL CALENDAR

01/03/12-1. Presentation of a Plaque by Southern California Edison and the South Bay Environmental Services Center to Recognize the City of Manhattan Beach's Achievement of the Silver Level, Representing Significant Electricity Savings in the Energy Leader Partnership Program

Southern California Edison Regional Manager of Public Affairs Scott Gobble and South Bay Environmental Services Center Program Manager Marilyn Lyons presented a plaque to the City for attaining the Silver Level in energy efficiency.

CONSENT CALENDAR

The Consent Calendar (Item Nos. 2 through 7) was considered later in the meeting under *Items Removed From the Consent Calendar*.

GENERAL CONSENT

01/03/12-2. Minutes of the City Council Meeting (Closed Session) and Regular City Council Meeting of December 20, 2011

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

01/03/12-3. Purchase of Additional Software Technology Suites from Granicus in the Amount of \$54,900 for Open Government Initiatives and Public Meeting Efficiencies

Item No. 3 was pulled from the "CONSENT CALENDAR". Please refer to "ITEMS REMOVED FROM THE CONSENT CALENDAR."

01/03/12-4. Contract with Holme Roberts & Owen LLP for Special Counsel Services

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

01/03/12-5. Report on Refuse Operation Review for Potential Cost and Rate Reductions (Efficiency Study)

Item No. 5 was pulled from the "CONSENT CALENDAR". Please refer to "ITEMS REMOVED FROM THE CONSENT CALENDAR."

01/03/12-6. Financial Reports:

a) Ratification of Demands: December 22, 2011

b) Investment Portfolio for the Month Ending November 30, 2011

c) Financial Reports for the Month Ending November 30, 2011

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

01/03/12-7. Contract to Complete the 2008 Housing Element Update and Prepare the 2013 Housing Element Update with J.H. Douglas & Associates in an Amount Not-to-Exceed \$31,636

Item No. 7 was pulled from the "CONSENT CALENDAR". Please refer to "ITEMS REMOVED FROM THE CONSENT CALENDAR."

COMMUNITY ANNOUNCEMENTS

01/03/12-10 Viet Ngo Re Anti-Public Corruption Advocacy

Viet Ngo discussed his anti-public corruption advocacy efforts.

01/03/11-11 Don Gould Re Library Events

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

01/03/12-12 Ed Caprielian Re Outstanding Work By Police Department

Ed Caprielian recognized the outstanding efforts of the Manhattan Beach Police Department in dealing with the sale of alcohol to minors.

01/03/12-13 Jon Chaykowski Re Healthiest City in Los Angeles County

Jon Chaykowski thanked City Council for helping to make Manhattan Beach the healthiest city in Los Angeles County.

01/03/12-14 Sam Feldman Re Autism Foundation Event

Sam Feldman, Orange County, shared information on the success of his recent autism foundation fundraiser.

01/03/12-15 Mayor Pro Tem Powell Re North Manhattan Beach Business Improvement District

Mayor Pro Tem Powell announced that the next North Manhattan Beach Business Improvement District meeting will be held on January 4, 2011, at 6:00 p.m. in the Manhattan Beach Public Works' Office on Bell Avenue.

AUDIENCE PARTICIPATION

01/03/12-16. Richard Zief Re Manhattan Heights and Joslyn Center Construction

Richard Zief, Vice-Chairman of the Senior Advisory Committee, related the Committee's concerns over partitions and proposed reductions in the budget for renovations to the kitchen at the Manhattan Heights Community Center.

01/03/12-17. Ken Thompson Re Manhattan Heights

Ken Thompson expressed concern over proposed reductions in the budget for renovations to the kitchen at Manhattan Heights Community Center.

01/03/12-18. Barbara Landon Re Manhattan Heights

Barbara Landon, Acting President of the Manhattan Heights' Senior Club, voiced concern over proposed reductions in the budget for renovations to the kitchen at Manhattan Heights Community Center.

01/03/12-19. Viet Ngo Re Anti Public Corruption Advocacy

Viet Ngo discussed his anti-public corruption advocacy efforts.

01/03/12-20. Gerry O'Connor Re Various Issues

Gerry O'Connor asked for input on the status of his previous request for information on performance evaluations of the City Manager in Closed Session and on the Classification and Compensation Study. He expressed disappointment with regard to the lack of progress concerning labor negotiations and asked that a hiring freeze be discussed at a future meeting.

Mayor Tell announced that the topic of the City Manager's performance evaluation will be on the next City Council meeting agenda.

01/03/12-21. Ed Caprielian Re Labor Relations and Personnel Policies

Ed Caprielian discussed the failures of prior Manhattan Beach City Councils and related impacts on labor relations and personnel policies/procedures in the City.

PUBLIC HEARINGS

None.

THE FOLLOWING ITEM WAS TAKEN OUT OF ORDER

CITY MANAGER REPORT(S)

Mayor Tell took this item out of order due to the number of audience members present in reference to the Manhattan Heights and Joslyn Community Center renovations.

City Manager Dave Carmany displayed a spreadsheet summarizing the renovation projects and value engineering reductions.

Council concurred to form an Ad-Hoc Joslyn/Heights Renovation Subcommittee consisting of Mayor Pro Tem Powell and Councilmember Lesser to meet with the City Manager regarding this matter.

GENERAL BUSINESS

01/03/12-8. Commitment of Public Art Trust Funds for a Public Art Project Commemorating the Centennial of the City in an Amount Not-to-Exceed \$200,000

Mayor Tell introduced the subject item and Parks and Recreation Director Richard Gill provided the Staff presentation.

Parks and Recreation Director Gill responded to Council questions.

The following individuals spoke on this item:

- Gerry O'Connor
- Viet Ngo

Mayor Tell moved to approve a total amount of up to \$400,000 from the Public Art Trust Fund for two public art projects commemorating the City's Centennial and/or the art project for the new library; appoint Mayor Pro Tem Powell and Councilmember Lesser to serve on the Public Art Ad Hoc Subcommittee; and to return to Council with the details of the process on how to allocate the money and choose the art selection(s).

Hearing no objection, it was so ordered.

ITEMS REMOVED FROM THE CONSENT CALENDAR

GENERAL CONSENT

01/03/12-2. Minutes of the City Council Meeting (Closed Session) and Regular City Council Meeting of December 20, 2011

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

- Ed Caprielian
- Viet Ngo

MOTION: Councilmember Howorth moved to approve the subject minutes. The motion was seconded by Councilmember Montgomery and passed by the following unanimous roll call vote:

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

01/03/12-3. Purchase of Additional Software Technology Suites from Granicus in the Amount of \$54,900 for Open Government Initiatives and Public Meeting Efficiencies

Councilmember Howorth pulled this item stating that, although she supports staff's recommendations, she wanted to discuss the various software options.

City Manager Dave Carmany, Chief Executive Officer and Co-founder of Granicus Tom Spangler and City Clerk Liza Tamura responded to Council questions.

The following individuals spoke on this item:

- Ed Caprielian
- Marty Friedman
- Gerry O'Connor

MOTION: Councilmember Howorth moved to waive formal bidding per Municipal Code Section 2.36.140 (waivers); approve an award of order for the purchase and installation of the Granicus Legislative Management, Electronic Voting and Displays, and Citizen Participation Suites in the amount of \$54,900; appropriate \$34,200 from the unreserved PEG (Public Education and Government Access) Franchise Fees Fund balance and \$25,700 from the City Council Contingency Account; and approve authorizing the City Manager to execute any necessary agreements (i.e. license agreement, etc.) in support of this purchase. The motion was seconded by Councilmember Lesser and passed by the following unanimous roll call vote:

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

01/03/12-4. Contract with Holme Roberts & Owen LLP for Special Counsel Services

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

- Ed Caprielian
- Viet Ngo
- Gerry O'Connor

City Manager Dave Carmany, City Attorney Roxanne Diaz and Finance Director Bruce Moe responded to Council questions.

MOTION: Councilmember Montgomery moved to approve authorizing the City Manager to enter into a contract with Holme Roberts & Owen LLP for Special Counsel Services. The motion was seconded by Councilmember Howorth and passed by the following unanimous roll call vote:

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

01/03/12-5. Report on Refuse Operation Review for Potential Cost and Rate Reductions (Efficiency Study)

Councilmember Lesser pulled this item to obtain additional input on the efficiency study.

The following individuals spoke on this item:

- Esther Besbris
- Gerry O'Connor

City Manager Dave Carmany, Finance Director Bruce Moe and Public Works Director Jim Arndt responded to Council questions.

MOTION: Councilmember Montgomery moved to receive and file the subject report. The motion was seconded by Councilmember Howorth and passed by the following unanimous roll call vote:

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

01/03/12-6. Financial Reports:

- a) Ratification of Demands: December 22, 2011
- b) Investment Portfolio for the Month Ending November 30, 2011
- c) Financial Reports for the Month Ending November 30, 2011

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

- Ed Caprielian

MOTION: Councilmember Montgomery moved to approve with no exception Warrant Register No. 14B in the amount of \$2,861,798.32 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 November 30, 2011; and received and filed the Financial Reports for the month ending November 30, 2011. The motion was seconded by Mayor Pro Tem Powell and passed by the following unanimous roll call vote:

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

01/03/12-7. Contract to Complete the 2008 Housing Element Update and Prepare the 2013 Housing Element Update with J.H. Douglas & Associates in an Amount Not-to-Exceed \$31,636

Councilmember David Lesser pulled this item to ask some follow-up questions regarding the failure of the former Housing Element consultant.

Community Development Director Richard Thompson, City Attorney Roxanne Diaz and **John Douglas** of **J.H. Douglas & Associates** responded to council questions.

The following individual spoke on this item:

- **Gerry O'Connor**

MOTION: Councilmember Lesser moved to approve authorizing the City Manager to execute a contract with J.H. Douglas & Associates to complete the City's 2008 Housing Element Update and prepare the 2013 Update for an amount not-to-exceed \$31,636, and appropriate \$3,846 from the unreserved General Fund. The motion was seconded by Councilmember Howorth and passed by the following unanimous roll call vote:

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

CITY MANAGER REPORT(S)

THIS ITEM WAS TAKEN OUT OF ORDER. PLEASE SEE PAGE 4.

OTHER COUNCIL BUSINESS, COMMITTEE AND TRAVEL REPORTS

01/03/12-9. Update from the Ad Hoc Open Government Subcommittee and Approval of Open Government Initiatives

Mayor Tell introduced the subject item and City Manager Carmany provided the Staff presentation.

Councilmembers Lesser and Howorth summarized the proposed Vision Statement and initiatives of the Ad Hoc Open Government Subcommittee as well as the timeline, administrative and legal challenges, financial impact and the current status of the process.

City Manager Carmany responded to questions.

The following individuals spoke on this item:

- **Gerry O'Connor**

Mayor Tell and Councilmember Montgomery offered some revisions to the Vision Statement.

The Council approved "Short-Term" Item No. 14, giving the Councilmembers the opportunity to pull Consent Calendar items prior to the public; directed staff that "Short-Term" Item Nos. 1, 8, 11, 12, 13, 15, 17 and 18 be considered at future City Council meetings along with the "Medium" and "Long Term" Items; and requested that the Vision Statement be brought back to Council with the suggested revisions.

Hearing no objection, it was so ordered.

ADJOURNMENT

At 10:33 p.m. the Regular City Council meeting of January 3, 2012 was duly adjourned to the to the 5:30 p.m. City Council Meeting (Closed Session) to be followed by the 6:30 p.m. Regular City Council Meeting on Tuesday, January 17, 2012, in the City Council Chambers of City Hall, 1400 Highland Avenue, in said City.

Liza Tamura
Recording Secretary

Nicholas W. Tell, Jr.
Mayor

ATTEST:

Liza Tamura
City Clerk

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

January 11, 2012

Council Chambers – 1400 Highland Avenue

6:30 P.M.

Final Decisions Made Tonight Will be Scheduled for City Council Review on February 7, 2012
(Unless otherwise stated at the meeting)

1. CALL MEETING TO ORDER **6:32 P.M.**

2. PLEDGE TO FLAG

3. ROLL CALL **CHAIRPERSON PARALUSZ,
GROSS, VICE-CHAIR ANDREANI,
SEVILLE-JONES, CONAWAY**

4. APPROVAL OF MINUTES **APPROVED WITH NO CHANGES
(5:0)**

01/11/12-1. Regular meeting – December 14, 2011

5. AUDIENCE PARTICIPATION **(3-Minute Limitation)**
The public may address the Commission regarding any item of City business not on the agenda.
a. Dr. Edward Caprielian- Regarding alcohol licenses

6. PUBLIC HEARINGS

01/11/12-2. Planned Development Permit Amendment for Renovation, Small Addition, and a Membership Increase at the Manhattan Country Club Located at 1330 Parkview Avenue.
CONDUCTED PUBLIC HEARING AND CONTINUED PUBLIC HEARING TO JANUARY 25, 2012 (5:0)

7. DIRECTOR'S ITEMS
a. League of California Cities Planners Institute and Mini Expo in San Jose (3/20/12 - 3/22/12)

8. PLANNING COMMISSION ITEMS **NONE**

9. TENTATIVE AGENDA January 25, 2012

**a. Manhattan Country Club, 1330 Parkview Avenue- Continued Public Hearing
b. Tin Roof, 3500 N. Sepulveda Boulevard- Use Permit Amendment**

10. ADJOURNMENT TO January 25, 2012 **MEETING ADJOURNED AT 9:55 P.M.**

January 25, 2012 February 8, 2012 February 22, 2012 March 14, 2012

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.

Manhattan Beach Centennial Committee

December 12, 2011 – 5:00 p.m. Police and Fire Conference Room

Minutes

Attendees: Committee Members Annie Walker, Jan Dennis, Oliver Schulster, Jeanna Harkenrider, Irene Cotter, Larry Lemoine, Joe Franklin, and Grace Leung; Director of Parks and Recreation Richard Gill, City Clerk Liza Tamura, and Recording Secretary Mary Kirchwehm

Audience Participation

Mr. James Gill inquired about the status of his proposal of the Centennial coins and proposed that he have the coins made and share fifty percent of the profits to the Centennial Committee's discretion in the form of cash or Centennial coins. Mr. Gill is willing to incur the manufacturing cost of the coins and is seeking permission from the Committee to move forward. The Committee unanimously voted to grant permission to Mr. Gill to move forward with manufacturing the coins at his own expense and to sell them and share the profits with the Committee.

Mr. Gary McAulay suggested creating replicas of the old trolley tokens as a giveaway item with the trolley car on one side and the Centennial logo on the other side. Mr. McAulay offered to into finding a replica of the old trolley token.

Meeting Topics

Review Meeting Notes: Annie Walker reported that the November 28, 2011 meeting notes should be amended to reflect that Petra also helped with handing out postcards at the Parade in the Village Mall the day after Thanksgiving. The Committee reviewed and adopted the November 28, 2011 Centennial Committee meeting notes as amended.

Committee Reports:

Events Update:

2011 Holiday Fireworks: Richard Gill reported Annie Walker did a phenomenal job with the sponsorship area for the fireworks. Annie reported that after concerns about the amount of space that was going to be used for the sponsorship area, only 864 sq. ft. was used and approximately 4,500 sq. ft. was given back to the regular residents. Annie reported that coffee and hot chocolate were offered to people in the surrounding area. The amount budgeted for this event was \$11,000 and Annie reported that the event was approximately \$3,000 under budget. Annie also reported that J.D. Roth from 3 Ball Productions had two film crews present to film the fireworks and of the possibility that 3 Ball Productions will be able to film and edit the 2012 Centennial events.

Jeanna Harkenrider reported that approximately \$400 worth of merchandise was sold and quite a number of postcards were handed out. Annie reported that the blankets were a huge success.

Manhattan Village Event: Irene Cotter reported that Erica Sanchez has resigned, and there is nothing further to report at this time.

Action Item: Oliver will order additional postcards reflecting all the 2012 events.

School Art Contest: Irene Cotter reported that the Neptunians are sending letters along with entry forms to the schools shortly.

Action Item: The Committee suggested that information on the School Art Contest be added to the MB100.org website along with a link to the Historical Society.

Taste of Manhattan: Northrup had expressed interest in being a sponsor for the art contest and Annie Walker suggested they be the presenting sponsor for the contest at the Taste of Manhattan. Annie reported that at the last meeting Kathy and Margaret had a lot of good feedback. Margaret is currently working on sponsorship with Wells Fargo and Mattel.

Budget Report, Purchasing Policy and Report of New Donations Update:

Grace Leung reported that there is no new income or expenses to report at this time. After she receives the accounting for the fireworks, she will update her report and present it at the next meeting. Grace reported that the net income year to date is \$32,652.55.

Oliver Schulster commented that he and Annie Walker have concerns regarding the three bidding process, the dollar threshold and how it would inhibit necessary last minute purchasing. They would like to see an exception clause for necessary last minute purchases.

Action Item: Annie Walker, Oliver Schulster, Grace Leung, Richard Gill, Liza Tamura and Roxanne Diaz will meet to discuss the Purchasing Policy.

Grace reported that there are no new donations to report.

Regarding the \$10,000 seed money, after lengthy discussion, the Committee members agreed to allow the City Council to make the final decision regarding the status of the money.

Parade Update:

Jan Dennis reported that there are 42 units committed to participate in the parade.

Beach Reporter, Easy Reader, Daily Breeze, Los Angeles Times and KTLA Update:

Larry Lemoine reported that his contact at the *Los Angeles Times* is working with Annie Walker on the Taste of Manhattan event.

Magnetic Emblems for City Vehicles Update:

Oliver Schulster proposed to move this discussion to the next meeting when Mayor Nick Tell and Richard Montgomery are present.

Community Event Registration Update:

Jeanna Harkenrider reported that she received an application just prior to the meeting and will review it and forward it to the subcommittee for their review.

Website Update:

Jeanna Harkenrider reported that the sponsorship page is up on the website.

Insurance Update:

Jeanna Harkenrider reported she is still working on the insurance forms.

Volunteer Update:

Joe Franklin reported that he is receiving a lot of volunteers from the high school. He also requested that he be brought into the planning process of each event so he can coordinate the volunteers and their assignments.

Staff Reports:**Annie Walker:**

Annie reported that one of the volunteers, who is a writer, offered her writing assistance to the Committee.

Annie reported that Debbie Goldberg has offered to oversee the Centennial Facebook page.

Irene Cotter:

Irene distributed an embroidered sample of the official logo. The embroidery is very intricate which doubles the cost. As a decal giveaway, using the MB100 logo would cost .27 each for 1,000-3,000 pieces. Using the official logo would cost .81 each.

Irene will provide a sample and pricing of the beach towel at the next meeting.

Irene contacted the publisher of the book "Manhattan Beach: A California Beach Town," and reported that the publisher offered to sell the book to the Committee for \$15 and would be interested in partnering at events. They offered to donate 15% of all sales.

Adjournment: The meeting was adjourned to the next Centennial meeting on December 19, 2011 at 5:00 p.m. in the Police/Fire Conference Room.

ENVIRONMENTAL TASK FORCE MINUTES

December 15, 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-chair Councilmembers Amy Howorth and David Lesser, ETF Members Daniel Salzman, Audrey Judson, Andy Cobb, Julie Gonella, Greg Monfette, and Paul Beswick; and City Staff City Manager Dave Carmany, Public Works Director Jim Arndt, Maintenance Superintendent Juan Price, Utilities Manager Raul Saenz, Public Works Management Analyst Clay Curtin and Environmental Programs Manager Sona Kalapura. Vickie Wipple from Waste Management was also in attendance. Several members from the 2012 Leadership Manhattan Beach class attended the meeting, including project leader Loli Mazhar. An additional nine residents and members of the public were in attendance and participated in the meeting.

2. BUSINESS ITEMS

Kalapura welcomed attendees to the year-end meeting, and then began introductions of the ETF and public in attendance before continuing on with the ETF timeline and key project dates. She gave an overview of the upcoming timeline for 2012 as the ETF works through the programs approved by City Council, and gathers information to report on the progress made.

3. ENVIRONMENTAL TASK FORCE ITEMS

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

The bulk of the discussion centered on the Post Office Demonstration Garden (see discussion notes below the program summary section).

- i. **Community mulch pilot program:** Julie Gonella gave an overview of the pilot program offering free organic mulch to the community is going well. Multiple loads have already been delivered to the Public Works Yard, at 3621 Bell Avenue. The program is available to the entire community and is self-service. So the public needs to bring their own tools and bags to gather the mulch.
- ii. **Post Office Demonstration garden:** Gonella explained that the goal of the demonstration garden is to illustrate the feasibility of sustainable landscaping, while educating the public. The garden proposal highlights the use of drip irrigation, mulch, and climate-appropriate planting. The 2012 Leadership Manhattan Beach class has selected the Post Office Demonstration Garden as their class project, and is developing a budget to cover purchase and installation of the plants, and other design features.

Gonella discussed the issues with the trees on the site. The City's arborist assessed the condition of several trees and found that the Monterey Pine is leaning significantly, and is diseased. The Monterey Pine tree has a fungus, for which there is no cure. The ETF and

Manhattan Beach Botanical Garden volunteers recommend removing the tree and replacing it with a climate appropriate species. The Leadership Manhattan Beach class will discuss tree replacement options. The Victorian Box tree on the site is also diseased and is nearly dead, and needs to be replaced as well.

There are three other trees in the parkway, which have limited space to grow. While there are some root issues and potential trip hazards, the trees are in fair health. If these trees are removed, they can be replaced with more appropriate trees for the area.

The rest of the landscape is inefficient with over 4,000 square feet of sod and turf, and a landscape that is over 30 years old. The sod is mounding, and water runs off the property. The landscape needs to be leveled, the turf removed and mulch placed to kill the remaining lawn. The draft design recommends removing over 50% of the lawn, including circular paths, installing drip irrigation, and plants that retain water onsite.

- iii. **Landscape Sustainability checkup:** Greg Monfette discussed the free landscape audit program available to the community. He explained how to access the information on the website, which links directly to the website and contact information of the landscapers vetted by the ETF. A workshop to vet the contractors was held on November 2nd. ETF members now need to promote the program, and plan to share the program information at upcoming public meetings. Paul Beswick also mentioned that the Post Office project will be a hands-on demonstration of the sustainability audit.

One of the vetted landscapers, Melissa Carnehl from Landscape Matters was present at the meeting and stated that she did one audit for a resident already. She said it is important to do irrigation audits for homeowners because she will often find leak. She can show the residents how to fix these simple problems. Carnehl also stated that the City's landscape audit was a really good educational tool, that was easy to follow and covered all the aspects of sustainable landscaping.

- iv. **School-wide water conservation contest:** Paul Beswick noted that this program will have to be put on hold because there was not enough time to coordinate with the Centennial Committee art contest as requested by Mayor Tell.

Discussion:

Loli Mazhar from the LMB class said that the class will be taking over the design of the Post Office project, and they need some direction from Council on the sod removal and mulch installation, as well as any tree removal based on the arborist report to develop a design that is consistent with the site demolition. If possible, LMB would like to begin laying down mulch on the site in early January 2012.

Councilmember Lesser suggested that the information be presented to City Council in January. He wanted to know what the budget for the project was, and Gonella mentioned that the cost from Public Works to remove the sod is about \$1,000. Councilmember Lesser also said that the residents may have an issue with the removal of trees. Gonella responded that while the trees look good on top they are diseased, and that while there are plans to redesign the site, the plans

should also include making the area safe. She mentioned there is a brief arborist report explaining the condition of the trees. Councilmember Howorth suggested discussing this issue with the members of the former Tree Canopy Committee.

Daniel Salzman stated that it was important to reiterate the goals of any tree removal on the demonstration garden site are to remove disease, increase safety, and reduce runoff. He also said to make it clear that any trees removed will be replaced with native trees that still provide shade.

Jim Arndt said that the City does not have a process in place yet to deal with these types of issues, but that the City's commissions can be consulted. Councilmember Lesser said to discuss the issue with City Council first, and then refer to the Commissions if needed.

Gonella reminded the group that the site preparation for the project needed some lead time, up to two months for the mulch to remain on the ground before plant installation. Mazhar said that the LMB class would come back to Council with the project details and final design, but would like to get started on the site preparation including laying the mulch during the first week of January.

Councilmember Howorth said that there needs to be a public process in place first so that comments from the community can be obtained. She doesn't want the project to have any negative feedback, and does not believe starting the mulch process early in January is realistic.

Dave Carmany mentioned that because of the tree removal involved, the project should go through a similar process that a resident would have to in order to remove a tree.

Councilmember Lesser stated that the partnership with LMB is a good one, but that the groups still need to go through a public process to gather comments.

Craig Cadwallader, MB resident and Surfrider representative, said that volunteers from Surfrider would be willing to help with the garden project.

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

- i. Solar display in Metlox Plaza: Andy Cobb gave an update on the solar project. He said that the funds for the project are being raised, but that we still need to have the design plans approved by the City. He mentioned not wanting to go through a long RFP process because the project is so small. Because it is such a small project, he does not want to make the process too difficult and discourage bidders.

Councilmember Lesser asked if companies might still consider the project from a social partnership perspective, even if it was a small project? Cobb said that if the process to bid for the project is too difficult companies would not consider applying because it is so small. Councilmember Howorth said that local companies would consider the project.

- ii. Residential Energy "Watt" Watcher program: Audrey Judson discussed the energy contest, and mentioned that the kickoff of the contest was delayed in order to wait for a

response from Southern California Edison as a potential partner in the program. A response was not received, so the program has been released to the residents. Other companies have been willing to participate and sponsor the contest and there are prizes for residents and the schools. Belkin was able to sponsor the contest with a significant donation of energy saving products to help participants measure their energy usage.

- iii. **Green Business Challenge:** Vickie Wipple discussed the partnership with the City and ETF on the green business certification program. Waste Management will take the initial information provided by the ETF to develop a comprehensive certification process that will be free to all businesses. The program will be web-based and easy for business to use in order to begin monitoring and implementing sustainable business practices. Waste Management wants to assist the ETF in recognizing early adopters of the program by Earth Day 2012 and has committed to conducting several audits in person with those businesses that are interested. The ETF has a list of potential businesses to work with. Wipple mentioned that Waste Management will use the certification program available through the California Business program. She said that the Chamber of Commerce is supporting this effort, and Waste Management will work with SBESC to offer any additional rebates and resources to the businesses.

Wipple also mentioned the upcoming food waste pilot program, which will help businesses move towards a zero waste goal. She said the food waste was taken to a site in Antelope Valley and converted to natural gas. Councilmember Lesser wanted to know how many businesses could really achieve a zero waste target. Wipple said that if businesses implement recycling and composting, they could easily reach that goal.

III. Environmental Task Force Future Projects

The group briefly discussing next steps for the ETF. Audrey Judson noted that the ETF should continue, but that a larger group of volunteers was needed, as well as more time to accomplish the tasks. Councilmember Lesser said that we should integrate the environmental programs in the City's strategic planning process. He wants to make sure there is opportunity for public input.

4. Audience Participation

Carl Swanberg from WindStream, a local renewable energy company, attended the meeting and suggested that renewable energy should continue to be explored by the City. He mentioned that the WindStream products were now in production, and a previous pilot program proposal could now be implemented. He said that Manhattan Beach receives enough wind to offset approximately 20-25% of a home's energy needs. He said there are incentives for renewable energy still available which reduces the costs of small-wind turbines significantly.

5. ADJOURNMENT

The next ETF meeting will be determined in January 2012, and information will be posted on the Going Green webpage at www.citymb.info.