

**CITY OF MANHATTAN BEACH
[DRAFT] PLANNING COMMISSION
MINUTES OF REGULAR MEETING
FEBRUARY 8, 2017**

(REVISED)

A Regular Meeting of the Planning Commission of the City of Manhattan Beach, California, was held on the 8th day of February, 2017, at the hour of 6:30 p.m., in the City Council Chambers, at 1400 Highland Avenue, in said City.

1. ROLL CALL

Present: Apostol, Bordokas, Conaway, Ortmann, Chairperson Hersman
Absent: None
Staff Present: Anne McIntosh, Interim Community Development Director
Eric Haaland, Associate Planner
Laurie Jester, Planning Manager
Michael Estrada, Assistant City Attorney
Rosemary Lackow, Recording Secretary

Chair Hersman welcomed Interim Community Development Director Anne McIntosh who is replacing former Community Development Director Marisa Lundstedt on an interim basis. Director McIntosh stated that she is happy to be helping the City realize its goals and her door is open to anyone who wishes to meet with her.

2. AUDIENCE PARTICIPATION (3-minute limit) –

Gerry O'Connor, 36 year resident, stated his concern about the process the Planning Commission follows, in particular he believes that the Commission should exercise independent thought, and be aware of all information and where it comes from, with goal of promoting unity, not division. He cited his disagreement with the way the Commission processed a recent Variance that he thought should have been administratively approved.

Mark Lipps, new President/CEO of the Manhattan Beach Chamber of Commerce echoed the prior speaker's comments, noting that discord occurs when there is a lack or problem in communication. He also invited all interested persons to attend a "State of the City" event being hosted by the Chamber February 17th.

3. APPROVAL OF THE MINUTES

02/08/17-1 Regular meeting – December 14, 2016

A motion was MADE and SECONDED (Ortmann/Apostol) to **APPROVE** the minutes of December 14, 2016 as submitted.

Roll Call:

AYES: Apostol, Bordokas, Conaway, Ortmann, Chairperson Hersman

NOES: None
ABSENT: None
ABSTAIN: None

4. PUBLIC HEARING

02/08/17-2. Consideration of a Master Use Permit for a Market with Off-Site Alcohol Sales and On-Site Alcohol Consumption and Tastings and a Bank at 707 North Sepulveda Boulevard; the Provision of Off-Site Parking at 801 North Sepulveda Blvd.; Reduced Parking; and Mitigated Negative Declaration and Mitigation Monitoring and Reporting Program (Paragon Commercial Group- Gelson's Market)

Chair Hersman thanked all for providing input, noting that the Commission had received a high number of emails and each Commissioner reads and considers all input in deliberating this matter. The Chair asked that all be aware of and respect the following process and order of speakers which is intended to give everyone a chance to address the Commission. After the staff presentation, the applicant will have 15-20 minutes to present, followed by the Manhattan Beach Residents for Responsible Development (15 minutes), after which all other individuals wishing to speak will each have 3 minutes. After these speakers, the applicant will have an opportunity to rebut. After all public comments have been heard, the Chair will close the public comment portion of the public hearing and the Commission will discuss and deliberate, towards a decision on the project. Chair Hersman noted that in the event there is not enough time to complete this process, the meeting will be continued. The Chair asked that anyone wishing to speak fill out a speaker form and submit to the Recording Secretary in advance.

Associate Planner Eric Haaland presented the staff report with aid of power-point slides, introducing the project, covering topics including but not limited to: proposed uses, the entitlements requested including parking reduction, code analysis, issues and concerns of the community and the environmental documentation. He noted that upon conduct of an environmental analysis per CEQA, staff determination that no significant impacts would be created therefore staff proposes a "Mitigated Negative Declaration" (MND) with accompanying Mitigation Monitoring Program. Upon receiving public comments and if in its deliberations the Commission votes to approve the project, a draft Resolution of approval has been provided for consideration. A 1-page Errata for the Draft Resolution was also distributed by staff.

Staff responded to requests for clarification from the Commission. Mr. Haaland clarified that staff has no further planned presentations, but the City Traffic Engineer is available to respond to questions. Interim Director McIntosh suggested that questions for the Traffic Engineer be held by the Commission until after hearing public comments.

Planning Manager Jester clarified the terms "MND" (Mitigated Negative Declaration) and "EIR" (Environmental Impact Report) as referring to levels of environmental review in CEQA. Ms. Jester further explained that the level of review followed by staff is determined after first establishing if a "project" as defined in CEQA is exempt or if not, and requires further environmental review. If requiring a review, then an "Initial Study" (IS) is undertaken which looks at potential environmental impacts, using a comprehensive list of impact types (traffic, parking, archeology, air quality, etc). If, in the conduct of the IS it is determined that impacts in all categories will be at or reduced to a level of "less than significant" after applying all mitigation measures, then staff may prepare an MND. If conversely, impacts in all categories are not at a level of less than significant (or not reduced to that level with mitigations), or, if additional study is needed, then an EIR

must be performed. Regardless, as to whether an MND or EIR is prepared, the same entire comprehensive list of potential environmental effects is evaluated.

There being no further questions of staff, Chair Hersman invited the applicant to address the Commission.

Jim Dillavou, Principal, Paragon Commercial Group, the applicant, addressed the Commission with the aid of Power Point slides, noting that Paragon has worked diligently on the project with a very wide outreach and availability to the community. He feels that there is overwhelming support, believes that the environmental review, including a 2,000 page MND which has had City Attorney oversight, has been thorough and that there is no substantial evidence to support a fair argument that if an EIR were done, a conclusion different from the MND would be reached. Mr. Dillavou went over the project stating that all citizen comments have been taken into serious consideration, and he feels that the project has been designed to a higher standard than minimally meeting the code (e.g. all parking spaces to be full sized with wide aisles) and highlighted planned traffic circulation improvements such as widening the roadway shoulder on Sepulveda to provide an area for cars to decelerate and turn into the site, traffic signal upgrades and dedicated right turn lane on 8th Street. Regarding parking, the project can accommodate the absolute maximum parking needed during peak times and should not be compared to Trader Joes on Manhattan Beach Boulevard, as Gelson's does not have the same circulation and access challenges. He concluded by stating that he feels that the project will be an ideal addition to the Sepulveda corridor and community and will not result in detrimental impacts which cannot be mitigated.

Eileen Neil, President, Manhattan Beach Residents for Responsible Development (MBRRD), began a slide presentation, stated the group is not against the developer, but is focused on the project being a responsible development. She noted that the parking and traffic studies have been commissioned and paid for by the applicant and they believe that the project is deficient in parking and will have serious traffic impacts. She is concerned that the analysis of the project may be focused too much on economic benefits from generation of sales tax revenue, which is a case that she believes is over stated, as opposed to impacts to residents.

Shawn Cowles, attorney with the firm Buckhalter Nemer and representing the MBRRD stated that an EIR requires a higher level of scrutiny than an MND. He believes that the environmental review process should be restarted and an EIR prepared, as he believes that the City has not complied with its duty under CEQA and the MND is insufficient and defective. He believes the MND has the following deficiencies: 1) the IS must precede the MND, but believes that the IS and the MND Notice of Intent to Publish were combined in that they are both dated July 15, 2016, showing that the preparation of an MND was a pre-determined decision; 2) the traffic analysis should have used the current vacated condition (which has existed for 17 months) instead of the prior auto dealership use; 3) the time of year that traffic was studied (October, 2016) does not capture beach traffic and including such may result in greater traffic volumes; and comparison with the Hollywood Gelson's is not relevant since there is no beach traffic in Hollywood; 4) the conclusion of the noise analysis that the CNEL (Community Noise Equivalent Level) is below the 3 dB threshold is based inappropriately on the assumption of site use as an auto care facility, not a vacated use; 5) small truck traffic appears to not have been adequately considered; and lastly 6) the degree of public controversy evidenced by 83 letters of opposition should have triggered an EIR instead of the MND which did not involve evidence of consultation with responsible agencies.

The Chair invited the MBRRD traffic engineer to make a brief presentation.

Allyn Rifkin, retired Traffic Engineer from City of Los Angeles, was hired to do a peer review of the project traffic analysis. He believes that there will be a significant traffic impact because he feels some important data has been omitted and he is also concerned about conditions at the intersection of 8th Street and Sepulveda.

Additional data he would like to see included in the analyses are: operating speeds, accident data, summer and truck volumes on Sepulveda, Saturday traffic volumes for a supermarket, and daily traffic volumes on adjacent neighborhood streets. He believes that the proposed deceleration lane for the Sepulveda driveway is inadequate in that: Caltrans requested a longer (246 vs. 110 feet) and wider (12 feet vs. 10 feet) lane; no one reviewed the need for an acceleration lane, and there is missing data for traffic speeds and accident history. He is concerned that, if the left turn lane is too short there will be overflow impacts. Mr. Rifkin also pointed out that the analysis assumed that the City improvement of 8th Street (new north and southbound left turn arrows) would be constructed and therefore the project traffic was not analyzed without a left turn pocket. Regarding neighborhood impacts, peak hour counts in non-summer times, based on Level of Service A at intersections were used but in his experience daily traffic should have been considered. He does not believe the response in the MND by staff that a construction management program can assuredly address neighborhood impacts because such a program is typically established after the project is built.

Chair Hersman invited the audience to address the Commission, requesting that each observe a 3-minute limit.

PUBLIC COMMENTS

Louis Zakin, 2112 Chelsea Rd, Palos Verdes Estates, supports Gelson's in that it is a quality gourmet store and a good fit for the city.

Herb Harger 1230 6th Street, and a 66 year resident, looks forward to this because he will be walking to the store, not driving.

Jim Harger, 1420 6th St., 58-year resident is a very strong proponent, believes the store is badly needed and will ride his bike to the store. Regarding sales tax revenues, like medical care facilities which generate zero sales tax, the city needs such uses. He doesn't believe that the impact analyses should be based on a vacant lot, because that is not the historic use of the property.

Shail Versfelt, resident, expressed concerns including parking supply, traffic congestion and safety on Sepulveda, noting that she believes that the busiest retail activity will occur between 3 and 7 pm, which coincides with the heaviest traffic times on the corridor. She cited 236 accidents on Sepulveda between 2nd Street and Manhattan Beach Boulevard with 47 occurring at the 6th and 8th Street intersections and in the last 2 years when the site was vacant, 16 accidents at these intersection and 3 fatalities on the corridor in the last 5 years.

Greg Haylock, P.E. resident at 1560 9th Street is a transportation engineer with Caltrans, believes that the Encroachment Permit will be difficult if not rejected by Caltrans. He showed slides of the roadway on Sepulveda, including other nearby commercial developments and believes that the developer should have gone through that Caltrans process first, as he believes all of the state requirements will have to be addressed.

Mark Lipps, MB Chamber of Commerce, notes it's a tough line to walk because while everyone wants to have a small town appeal, it is also necessary to have a strong economic engine. As a resident he supports Gelson's, a "legacy company" as a reasonable and responsible use.

Bill Bloomfield, resident for many years at 940 1st Street, currently on the Strand, supports the project as a good corridor use and preferable to the former use, believes that residents who choose to live near the corridor should expect development will come and go along the commercial corridor.

Marilyn Scott, resident at 1141 8th, believes that the on-site parking will be deficient, especially regarding employees; is concerned that employees will park in the residential area, and truck deliveries will be noisy at night. Please consider neighbor impacts.

Jan Mills, 30+ year resident lives now on Larsson. She believes the project will destroy their quiet and walkable residential street. She suggested that people going to shop at Gelson's will use residential streets west of the project to get to Gelson's especially at 5:00 pm. She asked that the Commission not approve such an impactful use.

Steve Plenge, 301 John Street, resident in South Bay for 35 years, is a national shopping center developer, commended the developer on planning with sensitivity, believes that there is sufficient information in the MND to make a decision and supports the project.

Eric Bauer, 1146 8th Street, doesn't believe there is an inherent opposition of the developer or such a use, but he isn't confident that the project has been properly analyzed, requests transparency and that an honest and fair assessment with unbiased facts be utilized.

Dennis May, 718 Dianthus for 40 years, and a real estate broker for 45 years. Is concerned that the project will diminish the quality of life due to increased neighborhood traffic and that the parking will be deficient. He believes the developer had other options but sold off lots on 8th Street to be developed as homes, and underground parking or no bank should be considered to address parking.

Sue Vogl, 1206 6th Street, supports Gelsons in that it being close to residents, will be close enough to walk to.

Brad Sperber, resident and business operator of Manhattan Toyota, supports Gelson's as a good commercial use and the applicant has addressed all major concerns and believes the city is lucky to this use.

Sandy Savaiano, 40 year resident, lives on 28th Street and supports Gelson's. She disagrees that unfamiliar beachgoers will come through the neighborhood to go to Gelson's and doesn't think there will be backup at the entrances to the project, when comparing to Target, thinks a lot of people will use Valley/Ardmore to get there.

Richard Rizika, supports Gelson's and thinks the project is an architectural and aesthetic upgrade and will be a benefit and good fit to the community.

Jack Driscoll retired and former Executive Director of LAX, believes that an MND is irresponsible and not the appropriate environmental review for this site; he is a great believer of community participation and open government and residents need to know all the positives and negatives, and he strongly believes that an EIR should be prepared.

Tara Klein lives on Dianthus, has small children and likes the idea of a wonderful store nearby, but urges that the City require an EIR; specifically thinks that pedestrian safety should be more closely looked at including the intersection of 6th/Dianthus which would be a common cut-through to the store. She questioned that photos shown by staff of 8th Street with little traffic do not accurately represent conditions where often there are 2 or 3 cars waiting at the intersection which would block the driveway into the store.

Irl Cramer, 115 N. Dianthus, strongly supports the project in that he believes that it will provide the most good for the greatest number of people, thanked the Commission for thinking long term and seeing facts clearly.

Jim Withers, 501 Larsson Street, long time resident and of a founding family, strongly opposes and urges that the City call for an EIR with full reporting and analysis; feels a Caltrans decal lane should be studied carefully and generally is very concerned about public safety, citing a recent court award to a plaintiff in a Redondo Beach traffic accident case. He opposes a reduction of parking and noted that 2nd and 8th Streets are the main arteries on the west side of the project.

Patti Brown, 511 Larsson Street used a Power Point, to illustrate that she feels the project has been irresponsibly planned. She does not believe that this Gelson's site is similar to other Gelson's in that it has no easy access in all directions and is immediately adjacent to single family, as opposed to commercial or multi-family. The other Gelson's she cited in her slides include: Dana Point, Calabasas, Del Mar, La Costa/Carlsbad, Irvine, Newport Beach, La Canada Flintridge, Pacific Palisades, Marina Del Rey, Century City, Hollywood and concluded that the Commission should require an EIR be done with complete traffic analysis.

Blake Troop, 20 year resident noted an accident at an unmarked crosswalk at 6th Street and Sepulveda, and he believes that pedestrian safety needs to be studied carefully.

Jon Chaykowski, lives at 3rd and John Street, has significant concerns especially for residents west of the project and is very interested in whether an acceleration lane as well as a longer deceleration lane is warranted and that if traffic is not able to be handled at the corridor, will cause increased congestion on streets west of the project. He noted that the Panda Express has a right turn restriction on the side street and urged more traffic impact study.

Kathy Fisher, 14 year City resident, has strong concern about auto safety and impacts especially on Sepulveda. She emphasized that people who drive often do not obey the law, and believes that the Caltrans standard for a decel lane should be looked at carefully and questions the amount of truck traffic from vendors coming to and from the store. She does not believe her questions submitted to Paragon have been answered.

Barry Fisher, local retailer owner of Grow on Sepulveda showed slides and questioned the parking reduction and survey data, which was based on the Gelson's Hollywood which has different demographics than Manhattan Beach. He believes that comparable densities between Manhattan Beach and Hollywood are especially important in showing that a parking reduction should not be granted. He also does not believe that people will walk but will drive to the site to shop because groceries are heavy.

Derek Holman 341 10th Street, strongly supports Gelson's. He doesn't believe that the site impacts should be based on a vacant site, but because some use will be developed, perhaps the comparison should be to other possible types of uses that could be developed. He does not believe that the store will create more frequent traffic trips, so perhaps having Gelson's at this location may even out the dispersal of grocery trips more evenly overall in the City.

Don Whinfrey, 1421 3rd Street, supports the project and because he is legally blind and walks a lot, and because Gelson's will be only 8 - 10 minutes away, he is looking forward to the project because his walk will be reduced appreciably.

Zane Sax, resident of Hermosa Beach, supports the project, and he believes the traffic will be mainly from within the City. He encourages a fair debate but noted that there can be bias on both sides, by the developer as well as professionals hired by the residents. It is routine for a developer to pay for technical reports and it is the responsibility of staff to review all reports. He recognizes that the project is not perfect, but it is pretty good.

Tom Hastings, 809 N. Dianthus referred to Power Point slides that showed public comments. He pointed out the number of form letters/comments as well as unique comment letters both for and against and does not believe that the applicants comment that the public is overwhelmingly in favor of the store is accurate.

John Neill lives on Larsson expressed concerns with noise including from the parking lot and various equipment, and delivery trucks, particularly late at night with loud back up beepers and believes that there are big differences between the store and the most recent auto dealership use. He questions how the noise ordinance will be enforced and fears it will fall to the residents to enforce noise problems.

Julie Shaffner Brawn, resident, does not support the project due to safety, parking, traffic and noise concerns. She feels the project needs an EIR. She questions why the city would grant exceptions (e.g. width and length of deceleration lane and on-site parking) and is concerned in doing so would expose the City to a lot of liability and urged that the Commission send the project back for more study and require that the developer work with the residents.

Gary Troop, 511 Larsson, used Power Point slides to illustrate points, doesn't support the project due to traffic, including cut through cars and trucks in the neighborhood especially on 2nd, 6th and 8th Streets and on Larsson, Dianthus, Anderson and Poinsettia. He believes impacts especially on 6th Street will not be mitigated. He noted that there are no sidewalks in the neighborhood and is concerned about pedestrian safety, noting that there will be alcohol consumption on the premises.

Mary M. Padilla, Highland Avenue, believes that it will provide a much needed community service, and will be a good project if parking and traffic impacts can be mitigated.

At 9:30 pm Chair Hersman called for a break and at 9:41 pm Chair Hersman reconvened the meeting and called the next speaker.

Jim Zimmerman 1013 8th St, turns from 8th to Sepulveda southbound daily, and cars tend to accelerate on 8th Street which he feels might contribute to accidents. He believes an EIR should be required to evaluate parking and traffic.

John DiLeva, 789 Larsson, directly behind Gelson's, believes that the developer should do everything "by the book" and questions the need to have a bank, and is concerned about traffic, the parking reduction and street and pedestrian safety, particularly with no sidewalks.

Jerry Pancake, 8th Street, is opposed to a project being done poorly and with the bank, on-premise alcohol and food consumption and takeout of prepared food, has concerns that the number of cars will exceed the parking supply. He is concerned about the substandard deceleration lane, delivery trucks merging into heavy traffic. He urged that the project be modified as it is too dense for the site and should be done right.

Mark Shoemaker, using Power Point slides, noted 8,000 daily entries and exits for the site, stated that deceleration lanes are encouraged in the Sepulveda Development Guidelines, and urged the project to comply with Caltrans in terms of width and length of a decel lane, including relocation of a storm drain and fire hydrant and also an acceleration or exit lane south of the Sepulveda apron. Noting that 205 persons signed a petition to require an EIR, he urged that the Commission deny the project and require an EIR.

Don McPherson, 1014 First Street, opposes the project including the parking reduction and he distributed a

handout regarding banks. He believes that only 2 parking reductions have been granted by the City and is skeptical that the bank use will be realized as he thinks the size proposed is much larger than other banks recently built. He urged the Commission to not adopt a finding that the long term use (including the bank building) will support a parking reduction.

Scott Yanofsky, Larsson Street resident, passed out material to the Commission, and he believes that the project should be downsized which could include removal of the bank building, so that the site no longer needs a parking reduction.

Peter Joyce, lives at 8th and Dianthus, spoke to the traffic study and believes that the number of round trips (4,000 per day) projected will produce a significant impact using common sense. The lack of sidewalks will be a safety factor. Parking and traffic safety need to be further studied, citing a recent van overturn accident and the applicant should consider downsizing and providing underground parking to alleviate impacts.

Tom Troy, lives near the site in the “hill section”, and would shop at Gelson’s but believes that there should be an EIR to look more into traffic impacts.

Gary Steinhardt, resident at 32nd and Vista supports Gelson’s, believes the design is well thought out and studied, and trusts the Planning Commission to make a good decision.

Douglas Brawn, 601 Larsson, hears common ground that there is support for the project, but believes that the project hasn’t had enough study, and believes that the Commission should send the project back to staff to get an EIR

Robert Levine, 1401 Manzanita Lane, supports Gelson’s, and he experienced a similar situation in Culver City and the City found ways to alleviate citizen concerns. In various areas of the City there are going to be impacts and as a community the citizens learn to share resources. He does not believe that as a standard, sites that have a business that stops operating should be judged as a vacant site for new development.

Tim McGinity, 1700 block of Magnolia, 2 year City resident, understands there are pros and cons and strong emotions on both sides. He favors the project because he has belief in the developer to be sensitive to concerns and trusts that the developer will be a responsible community partner and will address problems that will arise, based on his experience with Gelsons when he lived in Pacific Palisades.

Marilyn Gillette Bennett, 1206 8th Street, and in the nearby area for many years, believes that the southern end of Sepulveda is blighted, she supports the project, as well as new medical and Skechers instead of vacant sites, and is concerned that if the City turns away this developer due to a technicality, that something undesirable might take its place.

Dr. Ramin Javahery, resident on Anderson Street and pediatric neurosurgeon, works with children who have had head trauma and is very concerned regarding child safety in the neighborhoods near the project because with high speed traffic there is a lot of risk, given the natural impulsivity of children. He urged that the store be held to applicable safety standards.

Mike Simpson, 1121 W. 6th Street and 101 Dianthus, supports the project in that he believes that this use, as opposed to another office building is much needed in this area. He lives next to commercial and understands that every use has some impacts.

Gerry O'Connor, longtime resident, is very interested in process and believes that the proper process must be taken to have a good result. He believes that there have been three issues with the process: 1- the primary planning has been done by a consultant, 2- the MND was only posted on the city website and not presented in a public forum, and 3- the staff presentation tonight was brief, only providing an overview. He urged that the Commission send the project back to staff to do more work as there is no rush.

Robert Schuman, 40 year resident and real estate broker and developer, believes that Gelson's took a risk in selling off the residential lots instead of using them for parking, pointed out that residential neighborhoods adjacent to Sepulveda have long had to live with commercial impacts, and while Gelson's will be a big gain they also need to address neighbor concerns.

There being no additional persons wishing to speak, Chair Hersman stated that, due to the late hour, it is appropriate to stop for the night and continue the public hearing to a future date. The Chair thanked all who had participated, and advised that additional new input only from those members of the public that did not have an opportunity to speak at this meeting, will be received at the continued hearing. The applicant was offered an opportunity to provide a brief comment while postponing their rebuttal to the next meeting.

Jim Dilavou, applicant stated briefly that he felt that all of the comments made tonight have already been addressed by Staff in the CEQA document and at the next meeting will be happy to highlight all responses to the comments received.

COMMISSION DISCUSSION

Chair Hersman asked the Planning Commissioners for direction to staff.

Commissioner Conaway stated that he would like a full, detailed presentation on the traffic studies including signal improvements, the decel and accel lane issues and specifics including surrounding public right of way info such as crosswalks, sidewalks, bike lanes, bus stops and intersections, including how they are addressed, how public parking on the three streets surrounding the project block will be affected and accident histories for the surrounding streets, project parking (how the number of needed spaces was arrived at), more info on noise including anticipated operating equipment and screening, info on anticipated site lighting including whether existing will be used, the height and if there is expected to be any spillover, and more information on the difference between an MND and EIR and the process on what is actually required with input from the City Attorney on the necessary process and responses to points made by the MBRRD attorney.

Commissioner Ortmann stated he is not interested in litigating the issue of MND versus EIR at the next meeting but is more interested in understanding staff's logic as to why an MND and not an EIR was required, not so much from a technical perspective, but more from the viewpoint of public interest and perception, and in the interest of full transparency and disclosure since there has been so much public interest.

Commissioners Bordokas and Apostol thanked the public for all comments and agreed with the prior Commissioner comments.

Chair Hersman stated that, while the Commission understands clearly the residents' concerns, there were a number of issues brought up by the public (e.g. status of public parking on 8th Street) that she would like staff to clarify. She wants the project details to be very clear and any misinformation clarified.

ACTION

The Chair subsequently **CONTINUED THE PUBLIC HEARING** for the Gelson's project to the date of March 22, 2017.

5. **DIRECTOR'S ITEMS** - None

6. **PLANNING COMMISSION ITEMS** – None

7. **REORGANIZATION**

Planning Manager Jester explained the process for selecting a new Chair and accordingly Commissioner Apostol would be the next in line. A motion was made and seconded (Ortmann/Bordokas) to appoint George Apostol as the new Chair. The motion passed unanimously 5-0 with a voice vote and Commissioner Apostol assumed the Chair. It was subsequently moved and seconded (Hersman/Bordokas) to appoint Commissioner Ortmann as Vice Chair. The motion passed unanimously 5-0 with a voice vote.

8. **TENTATIVE AGENDA** – February 22, 2016- None at this time

9. **ADJOURNMENT**

The meeting was adjourned at 10:43 P.M. to Wednesday, February 22, 2017 in the City Council Chambers, City Hall, 1400 Highland Avenue.