

# City of Hermosa Beach

*City Hall  
1315 Valley Drive  
Hermosa Beach, CA 90254*



## Regular Meeting Agenda

**Tuesday, May 24, 2022**

**6:00 PM**

**Hybrid virtual/in-person meetings are held pursuant to AB361**

**Closed Session - None**

**Open Session - 6:00 PM**

**Duly posted on May 19, 2022 at 6:00 PM by R.G.**

### **City Council**

***Mayor***

***Michael Detoy***

***Mayor Pro Tem***

***Raymond Jackson***

***Councilmembers***

***Stacey Armato***

***Mary Campbell***

***Justin Massey***

***City Treasurer***

***Karen Nowicki***

***City Attorney***

***Michael Jenkins***

### **Executive Team**

**Suja Lowenthal, City Manager**

**Angela Crespi, Deputy City Manager**

**Viki Copeland, Finance Director**

**Myra Maravilla, City Clerk**

**Paul LeBaron, Chief of Police**

**Joe SanClemente, Public Works Director**

**Angela Crespi, Interim Community Development Director**

**Vanessa Godinez, Human Resources Manager**

**Lisa Nichols, Community Resources Manager**

**VIEWING OPTIONS FOR PUBLIC MEETINGS**

Public meetings are broadcast live on Spectrum Channel 8 and Frontier Channel 31 in Hermosa Beach. Additional viewing options are provided as a courtesy.

ZOOM: Join the meeting link if available or participate by phone

YOUTUBE CHANNEL: <https://www.youtube.com/c/CityofHermosaBeach90254>

CITY WEBSITE: [www.hermosabeach.gov](http://www.hermosabeach.gov) and visit the Agendas/Minutes/Videos page

\*\*\*PLEASE NOTE: IF YOU EXPERIENCE TECHNICAL DIFFICULTIES WHILE VIEWING THE MEETING ON ONE OF THESE PLATFORMS, PLEASE TRY ONE OF THE OTHER VIEWING OPTIONS\*\*\*

All council meetings are open to the public. PLEASE ATTEND.

City Council agenda packets are available for your review on the City's website located at [www.hermosabeach.gov](http://www.hermosabeach.gov). Complete agenda packets are also available for public inspection in the City Clerk's office.

During the meeting, a packet is also available in the Council Chambers foyer or you can access the packet at our website, [www.hermosabeach.org](http://www.hermosabeach.org), on your laptop, tablet or smartphone through the wireless signal available in the City Council chambers - Network ID: CHB-Guest, Password: chbguest

To comply with the Americans with Disabilities Act of 1990, Assistive Listening Devices (ALD) will be available for check out at the meeting. If you require special assistance to participate in this meeting, you must call or submit your request in writing to the Office of the City Clerk at (310) 318-0204 at least 48 hours prior to the meeting.

**6:00 P.M. - REGULAR AGENDA**

Hybrid virtual/in-person meetings are held pursuant to AB361. State and local officials recommend measures to promote social distancing. Members of the public may email comments to [cityclerk@hermosabeach.gov](mailto:cityclerk@hermosabeach.gov) or submit eComments until 3:00 p.m. on the meeting date.

IN-PERSON: Council Chambers, 1315 Valley Drive, Hermosa Beach

ZOOM: <https://us02web.zoom.us/j/89968207828?pwd=bXZmWS83dmxHWDZLbWRTK2RVaUxaUT09>

**OR PARTICIPATE BY PHONE:**

- Toll Free: 833-548-0276
- Meeting ID: 899 6820 7828, then #
- Passcode: 472825

**ATTENDEES WILL BE MUTED UNTIL THE PUBLIC PARTICIPATION PERIOD IS OPENED.**

If you are joining by phone, press \* 9 to raise your virtual hand and \* 6 to unmute your line when asked to do so. Comments from the public are limited to 3 minutes per speaker.

**Oral and Written Communication**

Persons who wish to have written materials included in the agenda packet at the time the agenda is published on the City's website must submit the written materials to the City Clerk's office by email ([cityclerk@hermosabeach.gov](mailto:cityclerk@hermosabeach.gov)) or in person by noon of the Tuesday, one week before the meeting date.

Written materials pertaining to matters listed on the posted agenda received after the agenda has been posted will be added as supplemental materials under the relevant agenda item on the agenda packet. Supplemental materials may be submitted via eComment (instructions below) or emailed to [cityclerk@hermosabeach.gov](mailto:cityclerk@hermosabeach.gov). Supplemental materials must be received before 3:00 p.m. on the date of the meeting to ensure Council and staff have the ability to review materials prior to the meeting. Supplemental materials submitted after 3:00 p.m. on the date of the meeting but before the meeting ends will be posted to the agenda packet the next business day.

**Submit Supplemental eComments in three easy steps:**

Note: Your comments will become part of the official meeting record. You must provide your full name, but please do not provide any other personal information (i.e. phone numbers, addresses, etc) that you do not want to be published.

1. Go to the Agendas/Minutes/Video webpage and find the meeting you'd like to submit comments on. Click on the eComment button for your selected meeting.
2. Find the agenda item for which you would like to provide a comment and select the comment button.
3. Sign in to your SpeakUp Hermosa Account or submit a comment. Enter your name and comment in the fields provided. If you have an account, you may attach files before submitting your comment.

## I. CALL TO ORDER

## II. PLEDGE OF ALLEGIANCE

### III. ROLL CALL

#### IV. CLOSED SESSION REPORT

NONE

## V. ANNOUNCEMENTS - UPCOMING CITY EVENTS

**VI. APPROVAL OF AGENDA:** This is the time for the City Council to change the order in which it takes up items on this agenda, remove and/or continue agenda items and pull items from the consent calendar for separate consideration.

## VII. PROCLAMATIONS / PRESENTATIONS

- |    |         |   |
|----|---------|---|
| a. | 22-0346 | COVID-19 HEALTH UPDATE FROM<br>BEACH CITIES HEALTH DISTRICT         |
| b. | 22-0336 | PROCLAMATION DECLARING JUNE 2022 AS<br>PRIDE MONTH IN HERMOSA BEACH |
| c. | 22-0337 | PRESENTATION ON COMMUNITY SURVEY                                    |

**VIII. CITY MANAGER REPORT - The City Manager and staff may provide brief reports on pending City business. Longer oral reports to be provided are as follows:**

- a. 22-0328 POLICE CHIEF UPDATE**

**IX. PUBLIC PARTICIPATION -- ORAL AND WRITTEN COMMUNICATIONS FROM THE PUBLIC:** This is the time for members of the public to address the City Council on any items within the Council's jurisdiction not on this agenda, on items on this agenda as to which public comment will not be taken (City Manager Reports, City Councilmember Reports Consent Calendar items that are not pulled for separate consideration and Future Agenda Items) only.

All comments from the public under this agenda item are limited to three minutes per speaker. This time allotment may be reduced due to time constraints at the discretion of the City Council. The City Council acknowledges receipt of the written communications listed below. No action will be taken on matters raised in oral and written communications, except that the Council may take action to schedule issues raised in oral and written communications for a future agenda. Speakers with comments regarding City management or departmental operations are encouraged to submit those comments directly to the City Manager.

Members of the audience will have a future opportunity to speak on items removed from the Consent Calendar for separate consideration, Public Hearings, and Municipal Matters, at the time those items are heard.

a. [REPORT](#) **WRITTEN COMMUNICATION**  
[22-0348](#)

**Recommendation:** Staff recommends City Council receive and file the written communication.

**X. CITY COUNCILMEMBER COMMENTS:** Councilmembers may briefly respond to public comments, may ask a question for clarification or make a brief announcement or report on his or her own activities or meetings attended.

a. **22-0329** **UPDATES FROM CITY COUNCIL AD HOC SUBCOMMITTEES  
AND STANDING COMMITTEE DELEGATES/ALTERNATES**

**XI. CONSENT CALENDAR:** The following matters will be acted upon collectively with a single motion and vote to approve with the majority consent of the City Council. Councilmembers may orally register a negative vote on any consent calendar item without pulling the item for separate consideration prior to the vote on the consent calendar. There will be no separate discussion of these items unless a Council member removes an item from the Consent Calendar, either under Approval of the Agenda or under this item prior to the vote on the consent calendar. Items removed will be considered under Agenda Item XII (12), with public comment permitted at that time. The title is deemed to be read and further reading waived of any ordinance listed on the consent calendar for introduction or adoption.

a. [REPORT](#) **CITY COUNCIL MEETING MINUTES**  
[22-0330](#) (City Clerk Myra Maravilla)

**Recommendation:** Staff recommends City Council approve the minutes of the City Council Meeting of May 10, 2022

b. [REPORT](#) **CHECK REGISTERS**  
[22-0334](#) (Finance Director Viki Copeland)

**Recommendation:** Staff recommends City Council ratify the following check registers.

- c. [REPORT](#)  
[22-0342](#) **MEMORANDUM REGARDING  
REVENUE REPORT, COVID-19 REVENUE REPORTS,  
EXPENDITURE REPORT, AND CIP REPORT BY PROJECT  
FOR MARCH 2022 AND APRIL 2022**  
(Finance Director Viki Copeland)
- d. [REPORT](#)  
[22-0340](#) **MEMORANDUM REGARDING  
CITY TREASURER'S REPORT AND CASH BALANCE REPORT**  
(City Treasurer Karen Nowicki)
- e. [REPORT](#)  
[22-0341](#) **CANCELLATION OF CERTAIN CHECKS**  
(City Treasurer Karen Nowicki)  
**Recommendation:** The City Treasurer recommends City Council ratify cancellation of certain checks.
- f. [REPORT](#)  
[22-0339](#) **CAPITAL IMPROVEMENT PROGRAM STATUS REPORT  
AS OF MAY 12, 2022**  
(Public Works Director Joe SanClemente)  
**Recommendation:** Staff recommends City Council receive and file the Capital Improvement Program Status Report as of May 12, 2022.
- g. [REPORT](#)  
[22-0324](#) **ACTION MINUTES OF THE PUBLIC WORKS COMMISSION  
MEETING OF MARCH 16, 2022**  
(Public Works Director Joe SanClemente)  
**Recommendation:** Staff recommends City Council receive and file the action minutes of the Public Works Commission meeting of March 16, 2022.
- h. [REPORT](#)  
[22-0315](#) **ACTION MINUTES OF THE ECONOMIC DEVELOPMENT  
COMMITTEE  
MEETING OF MAY 2, 2022**  
(Interim Community Development Director Angela Crespi)  
**Recommendation:** Staff recommends City Council approve the minutes of the Economic Development Committee meeting of May 2, 2022.
- i. [REPORT](#)  
[22-0316](#) **PLANNING COMMISSION TENTATIVE FUTURE AGENDA ITEMS**  
(Interim Community Development Director Angela Crespi)  
**Recommendation:** Staff recommends City Council receive and file the June 21, 2022 Planning Commission tentative future agenda items.
- j. [REPORT](#)  
[22-0317](#) **ACTION MINUTES OF THE PLANNING COMMISSION  
REGULAR MEETING OF MAY 17, 2022**  
(Interim Community Development Director Angela Crespi)  
**Recommendation:** Staff recommends City Council receive and file the action minutes of the Planning Commission regular meeting of May 17, 2022.

k. [REPORT](#) **FINDINGS TO HOLD REMOTE TELECONFERENCE/MEETINGS,**  
[22-0331](#) **PURSUANT TO ASSEMBLY BILL 361**  
(City Clerk Myra Maravilla)

**Recommendation:** Staff recommends City Council authorize remote teleconference/virtual meetings of all City of Hermosa Beach legislative bodies in accordance with Assembly Bill 361 ("AB 361"), by finding that: (1) a statewide state of emergency is currently in place; (2) state and local officials have imposed or recommended measures to promote social distancing in connection with COVID-19; and meeting in person would present imminent risks to the health or safety of attendees.

l. [REPORT](#) **SOUTH BAY WORKFORCE INVESTMENT BOARD**  
[22-0344](#) **QUARTERLY SUMMARY**

**Recommendation:** Staff recommends City Council receive and file the Quarterly Summary from the South Bay Workforce Investment Board (SBWIB).

m. [REPORT](#) **ENDORSEMENT OF ARAKELIAN ENTERPRISES, INC**  
[22-0332](#) **(DBA ATHENS SERVICES) REQUEST FOR AN ANNUAL**  
**RATE ADJUSTMENT TO THE MAXIMUM RATES**  
**FOR SOLID WASTE SERVICES**  
(Environmental Programs Manager Douglas Krauss)

**Recommendation:** Staff recommends City Council endorse the proposed service rate from Arakelian Enterprises, Inc. (DBA Athens Services) at amounts not to exceed the attached rate schedule effective July 1, 2022.

n. [REPORT](#) **PURCHASE OF POLICE DEPARTMENT VEHICLES**  
[22-0311](#) (Police Chief Paul LeBaron)

**Recommendation:** Staff recommends the City Council authorize the purchase of the following vehicles to replace vehicles approved for replacement through the Fiscal Year 2021-22 Budget process:  
1. One 2022 Ford E-Transit Cargo Van will replace a 2005 Ford Ranger truck; and  
2. One 2022 Ford F-150 Lightning Pro will replace a 2007 Ford Ranger truck.

o. [REPORT](#) **APPROVAL OF A REQUEST TO REVISE THE CLASS**  
[22-0345](#) **SPECIFICATION FOR Geographic Information Systems/Information**  
**Technology Analyst AND TO AFFIRM THE BARGAINING UNIT AS**  
**PROFESSIONAL AND ADMINISTRATIVE EMPLOYEE GROUP**  
(Human Resources Manager Vanessa Godinez)

**Recommendation:** Staff recommends City Council:  
1. Approve the revised class specification for the position of Geographic Information Systems/Information Technology Analyst; and  
2. Affirm that the bargaining unit for this classification remains the Professional and Administrative Employee Group.

**XII. ITEMS REMOVED FROM THE CONSENT CALENDAR FOR SEPARATE DISCUSSION** - Items pulled from the Consent Calendar will be handled separately. Public comment will be taken prior to Council deliberation and action on each item pulled from the Consent Calendar.

**XIII. PUBLIC HEARINGS - TO COMMENCE AT 6:30 P.M.**

NONE

## XIV. MUNICIPAL MATTERS

**a. [REPORT](#)  
[22-0326](#)** **CITY STAFF RECOMMENDATIONS ON CANNABIS POLICY  
OPTIONS**

(City Manager Suja Lowenthal)

**Recommendation:** Staff recommends City Council:

1. As entitled to by law, consider a formal City Council action to oppose the cannabis industry sponsored initiative filed with the City Clerk on November 17, 2021;
2. Direct staff to begin preparations to submit a ballot measure to the voters at the General Municipal Election to be held on November 8, 2022, adding a business license tax on cannabis sales should the ban be lifted;
3. Direct staff to develop an informational impact report for educational purposes covering policy, safety, and health considerations; and
4. Provide staff with other direction, if so desired.

<p>b. <a href="#"><u>REPORT</u></a> <a href="#"><u>22-0333</u></a></p>	<p><b>EXTENSION OF TEMPORARY OUTDOOR PERMIT PROGRAMS AND DOWNTOWN LANE RECONFIGURATION AND UPDATE ON DEVELOPMENT OF PERMANENT PROGRAMS</b></p>
--	--

(Environmental Programs Manager Doug Krauss)

**Recommendation:** Staff recommends City Council:

1. Introduce and adopt by four-fifths vote Ordinance No. 22-XXXXU titled, "An Urgency Ordinance of the City of Hermosa Beach, California, extending a Temporary Permit Program for Outdoor Dining/Seating and Outdoor Retail Display to Assist Restaurants, Food, and Retail Establishments During Covid-19; and Extending Temporary Lane Closures to Accommodate Outdoor Permits; and, Setting Forth the Facts Constituting Such Urgency;
2. Receive and provide feedback on the update to the development of permanent versions of the outdoor permit and downtown lane reconfiguration programs, and provide feedback on the charging of fees; and
3. Approve the implementation of short-term refinements to the outdoor dining programs.



c. [REPORT](#)  
[22-0323](#)

**AWARD OF A CONTRACT FOR LANDSCAPE MAINTENANCE  
SERVICES TO MERCHANTS LANDSCAPE SERVICES, INC.**

(Public Works Director Joe SanClemente)

- Recommendation:** Staff recommends City Council:
1. Award a contract for landscape maintenance services to Merchants Landscape Services, Inc. in the amount of \$2,173,789 over four years beginning July 1, 2022 and ending June 30, 2026, with an option to extend for one additional year;
  2. Authorize the Director of Public Works to establish a \$50,000 per year project contingency for a total amount of \$200,000;
  3. Authorize the City Manager to approve contract amendments up to the amount of the approved project contingency.
  4. Authorize the reappropriation of \$31,876 from the 2021-22 Budget for Prospective Expenditures to the 2022-23 Budget and transfer of \$10,000 from the General Fund to the Lighting/Landscaping/Medians Fund; and
  5. Authorize the Mayor to execute and the City Clerk to attest the proposed agreement subject to approval by the City Attorney.

d. [REPORT](#)  
[22-0327](#)

**AWARD A CONTRACT FOR JANITORIAL SERVICES  
TO VALLEY MAINTENANCE CORP**

(Public Works Director Joe SanClemente)

- Recommendation:** Staff recommends City Council:
1. Award a contract for janitorial services to Valley Maintenance Corp in the amount of \$610,992 over four years beginning July 1, 2022 and ending June 30, 2026 with an option to extend for one additional year;
  2. Authorize the Director of Public Works to establish a \$10,000 per year project contingency for a total amount of \$40,000;
  3. Authorize the City Manager to approve contract amendments up to the amount of the approved project contingency; and
  4. Authorize the Mayor to execute and the City Clerk to attest the proposed agreement subject to approval by the City Attorney.

**XV. FUTURE AGENDA ITEMS - Requests from Councilmembers for possible future agenda items and questions from Councilmembers regarding the status of future agenda items. No discussion or debate of these requests shall be undertaken; the sole action is whether to schedule the item for consideration on a future agenda. No public comment will be taken. Councilmembers should consider the city's work plan when considering new items. The existing list of future agenda items below is for information only.**

a. [22-0347](#)

**TENTATIVE FUTURE AGENDA ITEMS**

**XVI. ADJOURNMENT**

**FUTURE MEETINGS AND CITY HOLIDAYS****CITY COUNCIL MEETINGS:**

June 2, 2022 -Thursday - Adjourned Regular Meeting:

5:00 PM - Budget Study Session

June 14, 2022 - Tuesday - 5:00 PM - Closed Session,

6:00 PM - City Council Meeting

June 28, 2022 - No meeting due to lack of quorum

July 12, 2022 - Tuesday - 5:00 PM - Closed Session,

6:00 PM - City Council Meeting

July 21, 2022 -Thursday - Adjourned Regular Meeting:

6:00 PM - Joint meeting with all Boards/Commissions

July 26, 2022 - Tuesday - 5:00 PM - Closed Session,

6:00 PM - City Council Meeting

August 4, 2022 -Thursday - Adjourned Regular Meeting:

5:00 PM - Study Session

August 9, 2022 - Tuesday - 5:00 PM - Closed Session,

6:00 PM - City Council Meeting

August 23, 2022 - Tuesday - No Meeting (Dark for Summer Break)

September 1, 2022 -Thursday - Adjourned Regular Meeting:

5:00 PM - Study Session

September 13, 2022 - Tuesday - 5:00 PM - Closed Session,

6:00 PM - City Council Meeting

September 27, 2022 - Tuesday - 5:00 PM - Closed Session,

6:00 PM - City Council Meeting

October 11, 2022 - Tuesday - 5:00 PM - Closed Session,

6:00 PM - City Council Meeting

October 22, 2022 -Saturday - Adjourned Regular Meeting:

8:00 AM - City Council Retreat

October 25, 2022 - Tuesday - 5:00 PM - Closed Session,

6:00 PM - City Council Meeting

November 3, 2022 -Thursday - Adjourned Regular Meeting:

5:00 PM - Closed Session, 6:00 PM - Regular Meeting

November 8, 2022 - No meeting due to lack of quorum (General Election)

November 22, 2022 - No meeting due to lack of quorum (Thanksgiving week)

November 29, 2022 -Tuesday - Adjourned Regular Meeting:

5:00 PM - Closed Session, 6:00 PM - Regular Meeting (Installation of new officers)

December 1, 2022 -Thursday - Adjourned Regular Meeting:

6:00 PM - Mayor Transition Ceremony & Reception

December 13, 2022 - Tuesday - 5:00 PM - Closed Session,

6:00 PM - City Council Meeting

December 27, 2022 - Tuesday - No Meeting (Dark for Winter Break)

## BOARDS, COMMISSIONS AND COMMITTEE MEETINGS:

June 6, 2022 - Monday - 6:00 PM - Economic Development Committee Meeting  
June 16, 2022 - Thursday - 7:00 PM - Parks and Recreation Advisory Commission Meeting  
June 21, 2022 - Tuesday - 6:00 PM - Planning Commission Meeting  
July 5, 2022 - Tuesday - 7:00 PM - Parks and Recreation Advisory Commission Meeting  
July 19, 2022 - Tuesday - 6:00 PM - Planning Commission Meeting  
July 20, 2022 - Wednesday - 6:00 PM - Public Works Commission Meeting  
August 2, 2022 - Tuesday - 7:00 PM - Parks and Recreation Advisory Commission Meeting  
August 16, 2022 - Tuesday - 6:00 PM - Planning Commission Meeting  
September 6, 2022 - Tuesday - 7:00 PM - Parks and Recreation Advisory Commission Meeting  
September 20, 2022 - Tuesday - 6:00 PM - Planning Commission Meeting  
September 21, 2022 - Wednesday - 6:00 PM - Public Works Commission Meeting  
October 6, 2022 - Tuesday - 7:00 PM - Parks and Recreation Advisory Commission Meeting  
October 18, 2022 - Tuesday - 6:00 PM - Planning Commission Meeting  
November 1, 2022 - Tuesday - 7:00 PM - Parks and Recreation Advisory Commission Meeting  
November 15, 2022 - Tuesday - 6:00 PM - Planning Commission Meeting  
November 16 - Wednesday - 6:00 PM - Public Works Commission Meeting  
December 6, 2022 - Tuesday - 7:00 PM - Parks and Recreation Advisory Commission Meeting  
December 20, 2022 - Tuesday - 6:00 PM - Planning Commission Meeting

## CITY OFFICES CLOSED FRIDAY-SUNDAY AND ON THE FOLLOWING DAYS:

May 30, 2022 - Monday - Memorial Day  
July 4, 2022 - Monday - Independence Day  
September 5, 2022 - Monday - Labor Day  
November 24, 2022 - Thursday - Thanksgiving Day  
December 26, 2022 - Monday - Christmas Day (observed)  
January 2, 2023 - Monday - New Year's Day (observed)