

AGENDA
REDONDO BEACH HARBOR COMMISSION
Monday, August 8, 2011, - 7:00pm
REDONDO BEACH CITY COUNCIL CHAMBERS
415 DIAMOND STREET

I. OPENING SESSION

- 1. CALL MEETING TO ORDER**
- 2. ROLL CALL**
- 3. SALUTE TO THE FLAG**

II. APPROVAL OF ORDER OF AGENDA

III. RED FOLDER ITEMS

Red folder items require immediate action, and came to the attention of the City subsequent to the 72-hour noticing requirement. These items require a 2/3 vote of the Commission (or if less than 2/3 are present, a unanimous vote) to add to the Agenda.

IV. BLUE FOLDER ITEMS

Blue folder items are additional backup material to administrative reports and/or public comments received after the printing and distribution of the agenda packet for receive and file.

V. CONSENT CALENDAR

Business items, except those formally noticed for public hearing, or those pulled for discussion are assigned to the Consent Calendar. The Commission Members may request that any Consent Calendar item(s) be removed, discussed, and acted upon separately. Items removed from the Consent Calendar will be taken up under the "Excluded Consent Calendar" section below. Those items remaining on the Consent Calendar will be approved in one motion following Oral Communications.

4. APPROVAL OF AFFIDAVIT OF POSTING FOR THE HARBOR COMMISSION MEETING OF AUGUST 8, 2011

5. APPROVAL OF THE FOLLOWING MINUTES: JULY 11, 2011

6. CITY COUNCIL RECEIVED AND FILED THE JUNE 28, 2011 MONTHLY UPDATES TO THE STRATEGIC PLAN, WATER QUALITY IMPLEMENTATION MATRIX, GREEN TASK FORCE MATRIX AND MAJOR CITY FACILITIES PRIORITY LIST

Staff recommendation: Receive and file for informational purposes only

7. JUNE 22 LETTER FROM CHAIRMAN TO CITY ATTORNEY

Staff recommendation: Receive and file

VI. ORAL COMMUNICATIONS

Anyone wishing to address the Harbor Commission on any Consent Calendar item on the agenda, which has not been pulled by Harbor Commission may do so at this time. Each speaker will be permitted to speak only once and comments will be limited to a total of three minutes.

VII. EXCLUDED CONSENT CALENDAR ITEMS

VIII. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

This section is intended to provide members of the public with the opportunity to comment on any subject that does not appear on this agenda for action. This section is limited to 30 minutes. Each speaker will be afforded three minutes to address the Commission. Each speaker will be permitted to speak only once. Written requests, if any, will be considered first under this section.

IX. HARBOR, BUSINESS & TRANSIT DIRECTOR ITEMS

8. DIRECTOR'S REPORT

Staff recommendation: Receive and file

X. EX PARTE COMMUNICATIONS

XI. PUBLIC HEARINGS

XII. ITEMS FOR DISCUSSION PRIOR TO ACTION

9. HARBOR PATROL

Staff recommendation: Receive and file, and discuss

10. UPDATE ON MLPA ENFORCEMENT AND IMPLEMENTATION

Staff recommendation: Receive and file, and discuss

11. POTENTIAL CHANGE OF START TIME FOR HARBOR COMMISSION MEETINGS

Staff recommendation: Receive and file, discuss and approve

12. CONCEPTUAL DESIGN OF SEASIDE LAGOON RESTROOM/OFFICE BUILDING

Staff recommendation: Receive and file, and discuss

XIII. ITEMS CONTINUED FROM PREVIOUS AGENDAS

XIV. MEMBERS ITEMS AND REFERRALS TO STAFF

13. UPDATES FROM SUBCOMMITTEES

Boating Access & Safety Subcommittee – Munns (L), Jackson, Michael (expires 10/31/11)

XV. ADJOURNMENT

The next meeting of the Harbor Commission of the City of Redondo Beach will be a regular meeting to be held at 7:00 pm on Monday, September 12, 2011, in the Redondo Beach City Hall Council Chambers, 415 Diamond Street, Redondo Beach, California.

It is the intention of the City of Redondo Beach to comply with the Americans with Disabilities Act (ADA) in all respects. If, as an attendee or a participant at this meeting you will need special assistance beyond what is normally provided, the City will attempt to accommodate you in every reasonable manner. Please contact the City Clerk's Office at (310) 318-0656 at least forty-eight (48) hours prior to the meeting to inform us of your particular needs and to determine if accommodation is feasible. Please advise us at that time if you will need accommodations to attend or participate in meetings on a regular basis.

An Agenda Packet is available 24 hours a day at the Redondo Beach Police Department and at www.redondo.org under the City Clerk. Agenda packets are available during Library Hours, at the Reference Desk at both the Redondo Beach Main Library and North Branch Library. During City Hall hours, Agenda Packets are also available for review in the Office of the City Clerk.

Any writings or documents provided to a majority of the Harbor Commission regarding any item on this agenda will be made available for public inspection at the City Clerk's Counter at City Hall located at 415 Diamond Street, Door C, Redondo Beach, CA during normal business hours.

PROOF OF POSTING

I, Holly Short, hereby declare, under penalty of perjury, that I am over the age of 18 years and am employed by the City of Redondo Beach, Harbor Department, and that the following document was posted by me at the following location(s) on the date the time noted below:

Agenda – Redondo Beach Harbor Commission

Meeting of August 8, 2011

Posted on: August 3, 2011 at 2:00 pm

Posted at: DOOR "A" BULLETIN BOARD

and CITY CLERK'S OFFICE

Holly Short
Signature

8/3/11
Date

**MINUTES OF THE
REDONDO BEACH HARBOR COMMISSION MEETING
JULY 11, 2011**

CALL TO ORDER

A regular meeting of the Harbor Commission was called to order at 7:02 p.m. in the City Council Chambers, 415 Diamond Street by Chairperson Tracy.

ROLL CALL

Commissioners Present: Bloss, Cignarale, Jackson, Michael, Munns, Shaer,
Tracy

Commissioners Absent: None

Officials Present: James Allen, Harbor Facilities Manager
Peter Carmichael, Harbor, Business, and Transit
Director
Brian Hickey, Assistant City Attorney
John Picken, Harbor Patrol Sergeant
Margareet Wood, Recording Secretary

SALUTE TO THE FLAG

The members joined in the salute to the flag.

APPROVAL OF THE ORDER OF AGENDA

Motion by Commissioner Bloss, seconded by Commissioner Jackson, to approve the order of agenda. Motion carried unanimously.

RED FOLDER ITEMS

None.

BLUE FOLDER ITEM

Director Carmichael submitted the following:

Agenda Item XII-13 – A Guide to Protecting Water Quality in King Harbor

Agenda Item XII-14 – Harbor Tidelands Financial Summary

Agenda Item XII-15 – Redondo Beach Pier Parking Guiding Principles

In response to Commissioner Jackson, Director Carmichael answered that the backup information for items XII-13 and XII-15 was made available in the last few days; therefore the documents are being submitted as blue folder items.

At the request of Director Carmichael, motion by Chairperson Tracy, seconded by Commissioner Bloss, to advance item XII-15 to precede item IX-11. Motion carried unanimously.

Motion by Commissioner Michael, seconded by Commissioner Bloss to receive and file the blue folder items. Motion carried unanimously.

CONSENT CALENDAR

4. Approval of affidavit of posting of the Harbor Commission agenda for the meeting of July 11, 2011
5. Approval of the minutes of the Harbor Commission meeting of June 13, 2011
6. City Council Received and Filed the June 28, 2011 Monthly Updates to the Strategic Plan, Water Quality Implementation Matrix, Green Task Force Matrix, and Major City Facilities Priority List
7. July 4th Parking Fee Increase to Flat \$20
8. Mole B Master Plan Update
9. Letters from Commission to Council from Last Six Months
10. Budget Response Reports on Harbor Area

Chairperson Tracy excluded Consent Calendar 7.

Commissioner Jackson excluded Consent Calendar 10.

Commissioner Michael excluded Consent Calendar 8.

Chairperson Tracy excluded Consent Calendar 9.

Motion by Chairperson Tracy, seconded by Commissioner Jackson, to approve Consent Calendar 4, 5, and 6. Motion carried unanimously with Commissioner Bloss abstaining from voting on Consent Calendar 5 because she was not present at the June meeting.

ORAL COMMUNICATIONS

None.

EXCLUDED CONSENT CALENDAR ITEMS

July 4th Parking Fee Increase to Flat \$20

In response to Chairperson Tracy, Director Carmichael responded that no formal study influenced the decision to raise the parking fee. He said that it was believed that parking demand would be high because surrounding cities canceled their fireworks.

Manager Allen added that the parking structure reached capacity and was closed several times throughout the day. He said that parking personnel routinely monitor the waiting line and inform drivers of alternate parking lots nearby. He said that he received no complaints about the rate increase.

Director Carmichael said that comments were received about the lot being closed when a few spaces were available. He said the \$20 fee hastened exiting because the time to make change was eliminated in many cases. He answered that parking revenue increased approximately 30% from last year and that he will research the exact figures. He said the parking structures contain approximately 1,300 spaces.

Motion by Chairperson Tracy, seconded by Commissioner Bloss, to receive and file Consent Calendar 4. Motion carried unanimously.

Mole B Master Plan Update

Commissioner Michael pointed out that the Mole B Master Plan originated as a Harbor Commission discussion item that was placed on the City strategic plan and approved by City Council; and he complimented the Harbor Commission members for the successful contribution.

Commissioner Bloss questioned why the helicopter pad was not discussed in any of the workshops to which Director Carmichael said the topic was apparently brought up early in the process.

Chairperson Tracy commented that knowing about the proposed helicopter pad could have affected the Harbor Commission recommendation; and he said the members need to be aware of such things in the future.

Director Carmichael stated that the rendering provided with the agenda is the final plan adopted by City Council on July 5. He also identified a space which he said has been allotted for sailboat storage in the event of a lease proposal.

Motion by Commissioner Michael, seconded by Commissioner Jackson, to receive and file Consent Calendar 8. Motion carried unanimously.

Letters from Commission to Council from Last Six Months

Chairperson Tracy referred to the letters included in the agenda material and stated that one letter written last month was not included. He requested staff to include that letter in the August agenda material and also to include all future letters written from the Commission in subsequent agenda material.

Motion by Chairperson Tracy, seconded by Commissioner Bloss to receive and file Consent Calendar 9. Motion carried unanimously.

Budget Response Reports on Harbor Area

Commissioner Jackson commented that he reviewed the 2011-12 Budget Response Reports after the opportunity for input had passed. He said the topics of the Reports are frequent topics at Harbor Commission meetings, and he requested the Chairperson to review future reports and initiate input sooner in the process.

In response to Commissioner Bloss, Director Carmichael answered that the majority of the Reports are responses to questions posed by City Council during the budget process.

Commissioner Bloss questioned whether sufficient time in the budget process would be available for the questions to come before the Commission.

Commissioner Munns made a suggestion to schedule a budget discussion at the June 2012 meeting and, in the meantime, assign members to review particular parts of the budget.

Director Carmichael said that many of the topics are covered in the monthly Director's report. He said that budget questions can be posed throughout the year as well as during the City Manager's annual visit to the Commission.

In response to Commissioner Shaer, Director Carmichael answered that the reserves are a total of the last four bullet point items of Report #27. He further explained that the second bullet refers to the average annual cost of larger, irregular recurring expenses which are averaged out over the period in which they occur.

In response to Commissioner Shaer, Director Carmichael stated that a staff report on the Shade Hotel will be submitted at the September meeting. He said the RDR leasehold staff report will not come before the Harbor Commission because the plan does not include the addition of square feet. He also answered that a CUP hearing will not be held for the Sunrise Hotel project.

Commissioner Shaer pointed out the RDR Harbor Commission subcommittee.

Commissioner Bloss was under the impression the RDR improvements would be complete this year: Director Carmichael clarified they will begin in fall 2012. He said it is not his understanding that the Harbor Commission will be involved in design review.

Director Carmichael stated that Harbor Commission input is triggered by a CUP or the addition of square footage.

Commissioner Jackson pointed out subsection B of section 2-9.710 of the Redondo Beach municipal code relating to Harbor Commission hearings for land development.

Commissioner Munns said that subsection D is also relative.

Assistant City Attorney Hickey clarified that improvements to the RDR leasehold may have been part of RDR closed session negotiations; however design review was not. He also said his office is in possession of the letter from the Harbor Commission regarding roles and responsibilities and will respond.

Commissioner Bloss questioned when the public will have an opportunity to review the project design.

Assistant City Attorney Hickey said the Planning Department has the administrative capacity to review specific upgrades and that certain issues trigger Planning Commission review.

Commissioner Bloss said that a public area like the Pier should receive public input.

Motion by Chairperson Tracy, seconded by Commissioner Bloss, to receive and file Consent Calendar 10.

PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

None.

ITEMS FOR DISCUSSION PRIOR TO ACTION

Guiding Principles for Operation of the Pier and Plaza Parking Structures

Director Carmichael introduced Lia Reyes from LVR International, the firm retained to coordinate a stakeholder group for the purpose of developing Pier parking guiding principles.

Highlights of Ms. Reyes' presentation include:

- LVR is facilitating the parking study to help improve the operational system. Two working group meetings have been held with ten stakeholders including commissioners, staff, and residents. The guiding principles draft consolidates information that is important to stakeholders.
- Interest for improvement has existed since the current parking system was installed in 2005. The working group participated in exercises and questionnaires which were consolidated and summarized. The guiding principles have been developed to provide a framework. The guiding principles address the operational system, which relates to equipment and tangible items that relate to the parking payment system and flow.
- Redondo Beach Pier Parking Guiding Principles main points:
 - Promote ease of ingress and egress by optimizing flow
 - Provide positive customer experience
 - Provide top quality operational system
 - Optimize operational economics
 - Integrate strategic planning

In response to Commissioner Munns, Director Carmichael answered that the stakeholder group was selected by City staff and included a diverse group of adjacent residents and users. He said that Commissioner Bloss was invited to serve on the committee.

Commissioner Munns responded that the appointment would be Harbor Commission business and that the Municipal Code does not provide for City staff involvement.

Commissioner Michael said that in the past, the Harbor Commission determined who was selected to serve on City committees.

Commissioner Shaer stated that it is wonderful to have a Harbor Commissioner on the stakeholder group; however he considered the member a resident, adding that to the best of his knowledge, a Harbor Commissioner has not been a member of this stakeholder group.

Commissioner Bloss pointed out previous complaints from Harbor Commissioners about the lack of opportunities for input. She said the purpose of the discussion is to provide input; and she recommended that the meeting time is used to hear the consultant's presentation and provide input.

Commissioner Jackson recommended to hear the presentation and then comment on the process.

Commissioner Michael mentioned the similarities with the current presentation and the one from 2005. He said at that time, cars were backing up at the exit, which was part of the reason for changing to the pay-by-foot system. Other issues, he said, are getting people out of the parking garage quickly and the large amount of cash held by the person at the exit.

Ms. Reyes said that recommendations for ingress and egress within the constraints of the existing structure, i.e. adding a lane or a configuration change could be considered. She said the exit is still an issue, as is the concern about lots of cash; and that a recommendation will be made to address a combination of those tasks.

Commissioner Michael said that the 2005 efforts included a lot of outreach and marketing, and he suggested reviewing minutes from those meetings.

Ms. Reyes said that much has been done based on what is needed now. She said that past reports, if available, will be reviewed.

Commissioner Michael said that different parking rates were previously considered, and he recalled that the Coastal Commission had input.

Ms. Reyes said the scope of work will also look at competitive rates and the limitation of increases will be explored.

In response to Commissioner Jackson who inquired about options that the group is leaning toward, Ms. Reyes said that comments were received very recently, and LVR has not begun to look into recommendations. She said that in theory, the recommendation could be a hybrid system including pay-in-advance and pay-at-exit. She said the project is unique with many mixed parking uses including

different types of merchants and market uses; daytime and nighttime use; and hotels, offices, and special event uses.

In response to Commissioner Shaer, Ms. Reyes said that the parking structures include 14 machine systems. She said typical complaints include: unfamiliarity with the machine and problems with the cash acceptor because of its condition. She said that some systems in similar environments do work and that possibly enclosing or reorienting the machines would solve the problem. She also said that machines have improved over the last five years. She said the next working group meeting is scheduled in the first week of August which will be followed by an update to the Harbor Commission and presentation to the merchants. She said the deadline date for presentation of options is September with implementation occurring soon after that.

In response to Commissioner Shaer, Director Carmichael said the parking system is included in the 2011-12 capital project budget for parking improvement.

Commissioner Michael listed concerns: educating people on how to use the system, language barriers, and signage. He said that kiosks were relocated because of corrosion.

Ms. Reyes said that lessons learned will be part of the solution. She also said that people have had an opportunity to get used to this type of parking equipment.

Commissioner Munns made a suggestion to change the language to say that the system would provide revenues comparable to the current system at a minimum. He said that residents would object if a major change was made that turned out to be just financially sustainable.

Director Carmichael said the Uplands parking revenue is close to \$1.5 million and that expenses are considerable. He agreed that the system should be much more than sustainable.

In response to Commissioner Tracy, Ms. Reyes said that exiting was the main issue raised which could stem from problems with understanding the system, improper signage, or faulty equipment.

Also in response to Commissioner Tracy, Ms. Reyes said that parking equipment can last 20 years - closer to 15 in an ocean environment.

In response to Chairperson Tracy, Director Carmichael said that if a change to the rate structure is recommended, it will be sent to the Coastal Commission.

Manager Allen clarified that the Coastal Commission does not approve more than a 25% increase per year.

Commissioner Bloss restated the recommended change: to make the system more than sustainable. She questioned whether the members had any other input on the guiding principles.

Commissioner Jackson asked about the context for Commissioner Bloss' involvement on the working group to which Commissioner Bloss responded that she was appointed to the working group in June and did not realize at the time that she was representing the Harbor Commission. She said the group worked on clarity and detail and the guiding principles capture what was presented.

MS. Reyes offered to meet with the Commissioners individually.

Commissioner Michael commented that approval of the guiding principles is just part of the total discussion on the proposed parking operation.

In response to Commissioner Michael regarding wait time, Ms. Reyes said that using the equipment at an exit takes three seconds, and that paying at an exit booth takes approximately seven to ten seconds. She said on a normal evening, exiting should not take more than five minutes.

In response to Commissioner Michael regarding security at night, Ms. Reyes said the operator will handle the actual details of cash handling.

Commissioner Michael proposed an addition to the guiding principles to account for security at the exit. He noted problems with security in the past.

Chairperson Tracy also had concerns with regard to security and safety, including the reduction of vandalism.

Ms. Reyes understood the importance of safety; however she said the guidelines are focused on designing an operational system that is tangible.

In response to Chairperson Tracy, Director Carmichael answered that security and lighting applies to patrons working and he said those are fundamental things to consider when developing the recommendation.

Chairperson Tracy supported the continuation of what works and not spending unnecessary funds, adding that he would hate to reinvent something that is not necessarily needed. He also spoke in favor of being innovative and prepared for future changes.

Ms. Reyes pointed out the term "flexible" in the guiding principles which she said refers to options for phasing and growing.

Chairperson Tracy also supported utilizing the best practices in the industry.

Ms. Reyes summarized the members' input: revenue that is comparable to the minimum of what is received today, address security of employees and patrons, employ best practices in industry, and fiscal responsibility in providing options.

The Commissioners agreed with Ms. Reyes' summary.

Motion by Commissioner Jackson to accept the Redondo Beach Pier Parking Guiding Principles as amended and submit them in a letter from Chairperson Tracy to the City Council recommending adoption.

Director Carmichael said the presentation will be made to City Council on July 19, and the recommendations can be incorporated at that time.

Assistant City Attorney Hickey suggested that a referral to staff can request Director Carmichael to see that the recommendations are incorporated.

Commissioner Jackson's motion did not receive a second.

Motion by Commissioner Bloss, seconded by Commissioner Munns, that the Harbor Commission approve the guiding principles with the following amendments: add a comment about comparable revenue instead of a sustainable operation, that the principles address the safety of employees as well as customers, that consideration is given to be fiscally responsible and consider retaining current equipment or looking at new equipment, and to utilize the best practices within the industry. Motion carried unanimously.

HARBOR, BUSINESS, & TRANSIT DIRECTOR ITEMS

Director's Report

Highlights from Director Carmichael's report include:

Capital Projects

- Regulatory and directional signage - new directories will be installed, regulatory signage throughout the Pier will be complete in July

Parking

- Parking - guiding principles received Harbor Commission input and will be submitted to City Council July 19
- Operational and structural study underway

Mole B Master Plan

- Adopted by City Council on July 5

Asset Management Plan Revitalization

- Harbor Patrol facility – spring completion
- Shade Hotel – awaiting further traffic and environmental report, will go to Harbor Commission in September
- Sunrise Hotel - contemplating interior and exterior improvements
- Seaside Lagoon restroom - capital project underway

- RDR Leasehold - plans for façade improvements approved, construction begins after summer
- Pier revitalization improvements – decking improvement, replacement of lights, landscaping, and benches
- Improvement to Pier circulation - small expansion to south side of Pier to be reviewed by Harbor Commission in August or September
- Small contract for signage campaign for Harbor construction sites

Events

- July 4 was a big success, uptick in attendance, fireworks went well
- Summer concerts on the Pier began July 2
- Chalk Art Festival and Dolphin Dash at the end of August
- Taste of Pier – October 8

Director Carmichael said that he will research the attendance for the Seaside Lagoon fireworks event and report back.

In response to Commissioner Munns regarding Old Tony's, Director Carmichael answered that lease negotiations are ongoing.

In response to Commissioner Jackson, Director Carmichael answered that the RDR improvements will not come before the Harbor Commission.

In response to Commissioner Michael, Director Carmichael said that no update is available on the temporary food truck permits.

In response to Chairperson Tracy, Director Carmichael answered that he can send some police patrol information to the members and much is available online; however he said police reporting is under the purview of the Public Safety Commission.

Commissioner Munns maintained that police patrol information is valuable and could be used to enhance the Harbor Commission's work. He preferred to have the information available as an agenda item.

Motion by Chairperson Tracy, seconded by Commissioner Michael, to receive and file the Director's Report. Motion carried unanimously.

ITEMS FOR DISCUSSION PRIOR TO ACTION

Harbor Patrol Update

Sergeant Picken provided Harbor Patrol Statistics for June 2011 totaling 178, for a year-to-date total of 844.

Significant Event: Harbor Patrol trailer relocated and tower prepared for remodel.

In response to Commissioner Michael, Sergeant Picken answered that the Harbor Patrol trailer was moved in about five hours to Moonstone Park.

In response to Commissioner Bloss regarding the reduction in number of calls from last year, Sergeant Picken answered that the economic situation has affected the people in the Harbor. He said the number of new boats and mooring permits has declined and fewer people are putting boats into the water. He said that the number of non emergency calls is similar to last year.

In response to Commissioner Shaer, Sergeant Picken said that mooring permit inspections are triggered when a person brings a vessel into the Harbor and obtains an application from the marina. He said Harbor Patrol performs safety inspections and checks to make sure that marine sanitation devices cannot pump into the Harbor. He said that advisories are usually given for violations.

Also in response to Commissioner Shaer, Sergeant Picken explained that examples of dive operations are dives by Sea Lab or Harbor Patrol staff. He said that only dives inside the Harbor are reported.

In response to Chairperson Tracy, Sergeant Picken said that in the past, an average of two plane down calls per year are reported - which he said are usually unfounded. He said that Harbor Patrol has an agreement with LAX to respond within a 30 mile radius of the Harbor. He said the agreement includes helicopters and parasailors.

Motion by Chairperson Tracy, seconded by Commissioner Shaer, to receive and file the Harbor Patrol report. Motion carried unanimously.

Update on Best Management Practices

Manager Allen explained that the Best Management Practices (BMP's) were initially part of the Water Quality Task Force list and were approved by the Harbor Commission and City Council in 2008. He said the BMP's are lists of preferred methods for following regulations in the areas of commercial operations, fuel dock operations, boating/boat operations, and boat yard operations. He said the BMP leaflets provided to the members are open for feedback.

Commissioner Jackson stated that he did not have a chance to review the information until tonight, and he said it would be great to have more time for review in the future.

Manager Allen said the BMP's are comprehensive; and that no increase in spills or degradation of water quality has occurred.

In response to Commissioner Michael, Manager Allen answered that the Clean Marinas Programs were initially studied when the BMP's were developed and contain much of the same language.

In response to Commissioner Bloss, Manager Allen said the Harbor Commission recommended that the BMP's come back to them for biannual review.

In response to Chairperson Tracy, Manager Allen answered that the BMP's were distributed to all harbor businesses and are advisable and not punishable.

Chairperson Tracy requested to have the BMP's posted online in the most appropriate location.

Motion by Commissioner Michael, seconded by Commissioner Bloss, to receive and file the Update on Best Management Practices. Motion carried unanimously.

Update on Budget and Fund Balance

Director Carmichael explained that the City 2011-12 budget was adopted by City Council on June 30; however labor agreement negotiations continue. He said that Harbor revenue actually remained flat and lower overhead costs are due in part to fewer staff and salary reductions. He said a conservative approach was taken with a reduction in expenses resulting in an anticipated surplus in the Tidelands fund and a balanced budget in the Uplands fund. He reported the 2011-12 budget provides for \$1 million in CIP funding to include parking, Pier revitalization, and infrastructure improvements and repair.

In response to Commissioner Michael, Director Carmichael answered that the Tidelands beginning fund balance totals \$9.5 million with a total funding of \$15 million including rents and revenues anticipated over the next fiscal year. He said that expenditures include operating expenditures, capital improvements, and a minimum reserve. He said the Tidelands fund is State money; therefore expenditures beyond \$250,000 require approval. He said the idea behind the minimum reserve is emergency funding.

In response to Commissioner Shaer, Director Carmichael stated the 2011-12 Tidelands reserve totals \$1.7 million and the 2011-12 Uplands reserve totals \$1.3 million. He said he will obtain the current reserve as of today.

In response to Commissioner Munns, who questioned how an Uplands reserve is possible when an operating excess deficit exists, Director Carmichael answered that the Uplands operating excess deficit of \$325,886 is prior to final labor negotiations and is anticipated to turn into a small surplus.

In response to Commissioner Munns, Director Carmichael answered that internal service funds are based on administrative operations of the City and are lower because the City has fewer employees and is paying the staff less.

Motion by Commissioner Bloss, seconded by Commissioner Jackson, to receive and file the Update on Best Management Practices. Motion carried unanimously.

MEMBER ITEMS AND REFERRALS TO STAFF

Subcommittee Reports

Boating Access and Safety Subcommittee

Commissioner Munns anticipated an agenda report in October.

Commissioner Bloss welcomed input for the Pier and Plaza parking structures working group. She apologized if she was remiss in not sharing with the members and she said she did not fully understand that she was representing the Commission.

Commissioner Munns said he would take exception if Commissioner Bloss was assigned to the group to represent the Commission without the members' approval.

Commissioner Munns announced that he will not attend the August Commission meeting.

Commissioner Michael requested an agenda item to discuss the MLPA at one of the next two meetings.

In response to Commissioner Michael, Director Carmichael said the bicycle master plan is scheduled to come before the Harbor Commission in September.

In response to Chairperson Tracy, Director Carmichael said staff will send the bicycle master plan link when available. He said the master plan will be presented by the South Bay Bicycle Coalition.

Chairperson Tracy requested to have the Harbor Guiding Principles distributed to the Commission.

Chairperson Tracy mentioned that the Harbor Commission bylaws call for elections in July of each year.

Assistant City Attorney Hickey said the July election date is a discrepancy that will be addressed by the City Clerk's office.

In response to Chairperson Tracy, Assistant City Attorney Hickey anticipated that a written response will be prepared to the letter from the Harbor Commission.

Chairperson Tracy requested to have a Pier parking committee list distributed to the members.

ADJOURNMENT

Motion by Chairperson Tracy, seconded by Commissioner Shaer, to adjourn.

Chairperson Tracy adjourned the meeting at 10:10 p.m. to the next regular meeting on August 8, 2011 in the City Council Chambers.

Respectfully submitted,

Peter Carmichael
Harbor, Business, and Transit Director



Administrative Report

Commission Action Date: August 8, 2011

To: MEMBERS OF THE HARBOR COMMISSION

From: PETE CARMICHAEL, HARBOR, BUSINESS & TRANSIT DIRECTOR

Subject: CITY COUNCIL RECEIVED AND FILED THE JULY 19, 2011 MONTHLY UPDATE TO THE STRATEGIC PLAN, WATER QUALITY IMPLEMENTATION MATRIX, GREEN TASK FORCE MATRIX AND MAJOR CITY FACILITIES PRIORITY LIST

RECOMMENDATION

Receive and file this report for informational purposes only.

EXECUTIVE SUMMARY

This Administrative Report provides information on the July 19, 2011, monthly status updates to the City Council.

BACKGROUND

On July 19, 2011, the City Council received and filed the monthly updates to: 1) the Strategic objectives established at the Strategic Planning Session held on March 22, 2010; 2) the Water Quality Implementation Matrix; 3) the Green Task Force Priority Matrix; and 4) the Major City Facilities Priority List. The July 19, 2011, Administrative Report (see attached) includes the matrix update for each category.

COORDINATION

Department staff coordinated with the City Clerk's office on the preparation of this report.

FISCAL IMPACT

The cost for preparing this report is included within the Harbor, Business & Transit Department's adopted FY2010-11 annual budget and is part of the Department's annual work program.

Submitted by:

Pete Carmichael, Harbor, Business & Transit Director



Administrative Report

Council Action Date: July 19, 2011

To: MAYOR AND CITY COUNCIL

From: BILL WORKMAN, CITY MANAGER

Subject: STRATEGIC PLAN UPDATE ON SIX-MONTH OBJECTIVES, WATER QUALITY IMPLEMENTATION MATRIX, GREEN TASK FORCE PRIORITY MATRIX, AND MAJOR CITY FACILITIES PRIORITY LIST

RECOMMENDATION

Receive and file the monthly updates to: 1) the six-month strategic objectives established at the Strategic Planning Retreat held on March 22, 2011; 2) the Water Quality Implementation Matrix; 3) the Green Task Force Priority Matrix; and 4) the Major City Facilities Priority List.

EXECUTIVE SUMMARY

On March 22, 2011, the City Council held a Strategic Planning Workshop to establish six-month objectives. Monthly updates are provided to the Mayor and Council to enable them to monitor the City's progress. Updates to the Water Quality Implementation Matrix, the Green Task Force Priority Matrix and the Major City Facilities Priority List are also provided. This current update is the third update of the March 22nd Strategic Planning session's six-month objectives. The next Strategic Planning Retreat will be held on September 14, 2011.

BACKGROUND

The City Council's Strategic Plan directs the development of the City budget, program objectives, and performance measures. The goals provide the basis for improving services and preserving a high quality of life in the City.

The City began strategic planning in 1998 with the creation of the first three-year strategic plan covering the period of 1998-2001. In October 2001, a second three-year plan was developed for 2001-2004. At the February 25, 2003 retreat, these Core Values were added: Openness and Honesty, Integrity and Ethics, Accountability, Outstanding Customer Service, Teamwork, Excellence, and Fiscal Responsibility. A third three-year plan was developed in March 2004, covering the period of 2004-2007, and including a vision statement. In September 2007, the fourth three-year plan was

developed with new goals and objectives. Finally, on March 3, 2010, the fifth three-year strategic plan was developed. The following are the five strategic plan goals for 2010-2013. They are not in priority order:

- Improve financial viability and expand economic opportunities;
- Improve public facilities and the infrastructure;
- Increase organizational effectiveness and efficiency;
- Maintain a high level of public safety; and
- Vitalize the Waterfront and Artesia Corridor.

The City Manager provides monthly updates to the adopted six-month objectives to enable the Mayor and City Council to monitor the City's progress on the Strategic Plan.

Water Quality Implementation Matrix

On July 19, 2005, the City Council adopted a resolution to form a 15-member Water Quality Task Force. During their 12-month assignment, the Task Force developed a Recommendations Report. The Report was presented to a joint meeting of the City Council and Harbor Commission. The City Council directed staff to report back with a prioritized action plan for implementation. The Recommendations Implementation Matrix was received by the Council on November 21, 2006, with direction for staff to provide a status report to accompany the Strategic Plan reports. The monthly status update is attached.

Green Task Force Priority Matrix

On January 16, 2007, the City Council adopted a resolution to form a 15-member Green Task Force to study and address a variety of environmental issues faced by the City. During their 12-month assignment (later extended to 15 months), the Task Force developed a Sustainable City Plan that included 26 recommendations. The Report was presented to the City Council on May 13, 2008. The City Council directed staff to assemble the recommendations into a matrix. On August 19, 2008, the City Council received and filed the Green Task Force Priority Matrix and reviewed it on October 21, 2008. The monthly status update is attached.

Major City Facilities Priority List

On February 13, 2007, the City Council adopted the Major City Facilities Priority List. The Council requested that the list come back periodically for review. The attached version reflects the addition of the Dominguez Park Community Center as directed by the City Council during adoption of the Fiscal Year 2007-2008 Budget on June 19, 2007.

COORDINATION

All departments participated in the development of the Strategic Plan and in providing the attached update. Relevant departments have reviewed the Water Quality Implementation Matrix; Green Task Force Matrix, and Major City Facilities Priority List.

FISCAL IMPACT

The total cost for this activity is included in the City Manager's Office's portion of the FY 2011-2012 Adopted Annual Budget, and is part of the department's annual work plan.

Submitted by:



Office of the City Manager

Attachments:

- Strategic Plan Update - Six-Month Objectives dated July 19, 2011
- Water Quality Implementation Matrix dated July 19, 2011
- Green Task Force Implementation Matrix dated July 19, 2011
- Major City Facilities Priority List dated June 2007

CITY OF REDONDO BEACH STRATEGIC OBJECTIVES

March 22, 2011 to September 15, 2011

ACM=Asst. City Manager FS = Financial Services HBT=Harbor, Business and Transit PW=Public Works RCS= Recreation and Community Services

THREE-YEAR GOAL: IMPROVE FINANCIAL VIABILITY AND EXPAND ECONOMIC OPPORTUNITIES						
WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON-TARGET	REVISED	
1. June 1, 2011	City Manager	Host a business development workshop with Chengdu, China in Redondo Beach.			X	Chengdu postponed visit. Rescheduling TBD.
2. November 30, 2011	ACM	Present to the City Council for action a revised hotel lease, with financing, for the Marine Ave. site.			X	Capital markets continue to present a challenge to present a construction hotel construction.
3. June 30, 2011	ACM, working with the Mayor and City Council	Engage employee associations on PERS financial viability and identification of options for the future.		X		Tentative agreements in place with all bargaining units. Council approval anticipated July 19, 2011
4. September 15, 2011	FS Director	Make available employee electronic access to their pay stubs.			X	Revised from August 1 to September 15, 2011. Delay caused by numerous budget meetings – same staff responsible.
5. Sept. 1, 2011	HBT Director	Complete and present to the City Council for action a multi-city, multi-year Beach Cities Transit (BCT) cost sharing agreement.				
6. Sept. 1, 2011	City Manager, working with an intern	Complete the Customer/Visitor Study Phase II and present results to the City Council.				
7. Sept. 15, 2011	ACM	Complete Phase I of the Galleria Opportunities Progress Report. and present a report to the City Council.				

THREE-YEAR GOAL: IMPROVE PUBLIC FACILITIES AND INFRASTRUCTURE

WHEN	WHO	WHAT	STATUS		COMMENTS
			DONOR	REVISOR	
1. By the July 19, 2011 City Council meeting	RCS Dir.	Present to the City Council for consideration the MOU for construction of the Veterans Park band shell replacement.		X	Revised from June 21 to July 19, 2011. Project in re-design.
2. On May 17, 2011	City Engineer	Host a ribbon cutting ceremony for the Esplanade Streetscape Project.	X		Ribbon cutting held May 19 th at 4:00 p.m.
3. At the June 21, 2011 Council meeting	City Engineer, working with the Public Works Dir. and Planning Dir.	Present to the City Council for consideration a design for streetscape improvements at Camelian and PCH, consistent with Vitality City Program Walkability and bikeability principles.	X		Submitted by CM to CC as BRR on June 7, 2011.
4. June 1, 2011	City Engineer	Initiate construction of the new Harbor Patrol facility.	X		
5. June 1, 2011	Planning Dir. and RCS Dir.	Participate in the RHNA (Regional Housing Needs Assessment) allocation process and report the results to the City Council.		X	Reported to Council on May 3. Subcommittee formed. Follow-up actions required through 12/30/11
6. On June 14, 2011	City Engineer, working with the Public Works Dir.	Provide a Wastewater/Stormwater Workshop for the City Council and obtain further direction from the City Council for funding.	X		
7. June 30, 2011	ACM	Present to the City Council for consideration recommendations for the commitment of Low and Moderate Income Housing Funds.	X		City Council took action on 6/28/11 to commitment HAS funds and to protect them from State raids.
8. June 30, 2011	RCS Dir.	Relocate the RCS Dept. to 1922 Artesia Blvd.	X		
9. Sept. 15, 2011	RCS Dir., working with the City Attorney	Present to the City Council for consideration agreements for the use of the Edison rights-of-way.			
10. Sept. 15, 2011	Fire Chief - lead, Public Works Dir., and RCS Dir.	Determine the feasibility of having a privately funded barbecue area in Andersen Park and present the results to the City Council for direction.		X	Fire Marshal has completed a review of all codes and ordinances to identify restrictions if any. Fire Marshal to coordinate a meeting w/ Public Works to identify on-going maintenance requirements.

THREE-YEAR GOAL: INCREASE ORGANIZATIONAL EFFECTIVENESS AND EFFICIENCY

WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. At the April 19, 2011 and July 19, 2011 City Council meetings & quarterly thereafter	City Manager, working with the Beach Cities Health District	Participate in the Vitality City Program and provide updates to the City Council.		X		Initial update presented at April 19 th CC mtg.
2. Sept. 1, 2011	ACM	Develop an organization-wide Employee Training Plan and Calendar.			X	Revised from May 1 to September 1, 2011.
3. June 1, 2011	I.T. Dir. and ACM	Develop and present to the City Council for action, as part of the 2011-2012 budget, a recommendation to improve the management and maintenance of the city's website.	X			No FY11-12 budget item. Training update for staff being coordinated. I.T. will be conducting training to increase the number of employees trained to maintain and update the city's website. No funding necessary.
4. August 16, 2011	Planning Dir., working with the Police Chief	Recommend to the City Council for consideration a policy regarding the use of food trucks during special events and TUP (Temporary Use Permit) activities.			X	Revised from June 1 to targeting August 16 meeting. Research underway.
5. Aug. 1, 2011	City Clerk – lead, I.T. Dir, City Engineer	Develop plans for Phase II of Council Chambers improvements, including automation of the agenda process.				
6. At the Sept. 6, 2011 City Council meeting	City Manager and ACM	Report the results to the City Council of an update of the Succession Plan.				
FUTURE OBJECTIVE	Executive Team (City Manager – lead), working with high-per-forming organizations (e.g., Disney, Apple, Citibank of Anaheim and Irvine)	Develop and present to the City Council an interagency best practices exchange program to consult with the city on organizational effectiveness and efficiency.				

THREE-YEAR GOAL: MAINTAIN A HIGH LEVEL OF PUBLIC SAFETY

WHEN	WHO	WHAT	STATUS		COMMENTS
			DONE	ON TARGET / REVISED	
1. July 1, 2011	Fire Chief	Assist with the re-evaluation of the city's fire insurance rating that is performed by the U.S. Fire Administration Insurance Services Office Director and report the results to the City Council.	X		Completed, awaiting final report from ISO officials.
2. At the Aug. 16, 2011 City Council meeting	Planning Dir., working with the Police Chief and City Attorney	Present to the City Council for action an ordinance modification for a massage permit process, existing business license process and nuisance ordinance.			
3. Sept. 15, 2011	Planning Dir., working with the Police Chief and City Attorney	Present to the City Council for action an ordinance updating the city's property maintenance ordinances (e.g., relating to vacant lots, vacant business and abandoned buildings).			
4. Feb. 15, 2012	Police Chief - lead, Fire Chief, Library Dir., City Engineer	Coordinate the installation of an emergency generator at the Main Library for EOC (Emergency Operations Center) expansion.		X	Revised from Sept. 15 to Feb. 15, 2012 due to new EPA requirements. We have rewritten general specs and are working w/vendors & contractors. Grant deadline for fund expenditure is July 2012.
5. Sept. 15, 2011	Fire Chief	Design and implement a table top drill to re-familiarize city staff, the City Council and outside agencies with their roles and responsibilities during citywide emergencies.		X	Fire Division Chief, Lepore currently developing drill and updating roles & responsibilities documents.
6. Sept. 15, 2011	Police Chief and Fire Chief	Develop and present to the City Council a Response and Recovery Plan for Critical Incidents involving the threat of violence in a city facility.		X	The Police Department is working with the Fire Department to develop necessary procedures and training materials.

THE THREE-YEAR GOAL: VITALIZE THE WATERFRONT & ARTESIA CORRIDOR

WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. June 30, 2011	HBT Dir. and Planning Dir.	Present the Shade Hotel applications to the Harbor Commission for approval.			X	Application now complete. Technical studies underway. Revised hearing date September 12, 2011.
2. Aug. 15, 2011	HBT Dir. - lead, City Engineer, Planning Dir., RCS Dir.	Complete the Mole B/Moonstone Park Master Plan and present it to the City Council for action.				
3. Sept. 1, 2011	City Manager, working with the Artesia Blvd. Working Group	Complete and present to the City Council for action a Strategic Plan for Artesia Blvd.				
4. Sept. 15, 2011	City Engineer - lead, RCS Dir.	Complete design and specs for a new Seaside Lagoon restroom.				
5. Sept. 15, 2011	City Engineer -lead, Planning Dir., HBT Dir., with input from the Bicycle Coalition and the Vitality City Program	Recommend amendments, if needed, to the Redondo Beach Bike Master Plan and present to the City Council for action.				
6. Sept. 15, 2011	HBT Dir.	Present to the City Council for action a plan for operational and financial improvements to Harbor and Pier parking.				
7. Sept. 15, 2011	Planning Dir., working with the South Bay Council of Governments	Using grant funds, commence an Artesia Corridor Revitalization Study and report progress to the Planning Commission and the City Council.				

**Water Quality Task Force
Recommendations Implementation Matrix**

07-19-11

RECOMMENDATION	LEAD	PROGRESS	STATUS			TARGET DATE	COMMENTS
			DONE	ON TARGET	FUTURE		
1 Street Sweeping (9a) Revoke all street sweeping exemptions to meet NPDES requirements.	Engineering	Resolution on policies and procedures adopted.	X				Project completed.
2 Trash Truck Leaks (9a) Prevent trash trucks from leaking.	Public Works	Discussion with solid waste management company to identify enhancements to the existing processes to insure leaking trucks are identified and repaired	X				Project completed.
3 Trash Bin Leaks (9a) Prevent trash bins from leaking.	Public Works	Discussion with solid waste management company to identify enhancements to the existing processes to insure leaking trash bin are identified and repaired	X				Project completed.
4 Red Tide Monitoring (9a) Coordinate with USC to establish monitoring locations for monitoring devices.	Harbor	Buoys installed for full-time use in March. Data downloaded weekly. USC team working on transmitting data electronically.	X				Project completed.
5 Rain Gutter Routing (9a) Route all gutters on pier buildings through an alternate system.	Engineering	Plans and specification design work	X				Project completed.
6 Develop Bacterial Source Identification (9b) (Source Point Testing - 9a) Use DNA tests or other methods to identify bacterial sources.	Engineering	LA County Sanitation will report findings with preliminary action plan to technical group in June, 2009.	X			Aug-10	Project Completed.

Water Quality Task Force
Recommendations Implementation Matrix

RECOMMENDATION	LEAD	PROGRESS	STATUS		TARGET DATE	COMMENTS
			DONE	ON TARGET		
7 Harbor Circulation Improvement (9b) (Marina Aeration - 9a) Investigate installation of facilities to increase circulation in the Harbor.	Engineering	Preliminary design done - pending funding source		X	TBD	For Budget Consideration Funding from Federal Government being requested FY 2012-13
8 Commercial Best Management Practices (9a) Establish a volunteer program for implementing BMPs at commercial establishments at the Harbor / Pier / Waterfront areas.	Harbor / Engineering	Presented to Harbor Commission on 09/08/08.	X		Dec-08	BMPs approved by CC - November, 2008. Pamphlets distributed 12/08
9 Hazardous Waste Drop (9a) Expand hazardous waste drop-off program. Especially at water areas south of the Redondo Municipal Pier	Public Works / Fire	No action at this time.		X	TBD	For Budget Consideration FY 2012-13
10 Parking Lot Debris Catchers (9a) Initiate pilot program for small catch basin debris filters. Implement Harbor Leasee parking lot sweeping program	Engineering	Plans and specification design work	X		Jan-10	Project completed.
11 Harbor Trash Skimmers (9a) Initiate alternate methods for removing floating harbor materials.	Engineering	Plans and specification design work				Maintenance agreement in progress.
12 Oil spill clean-up (9a) Purchase oil absorbing snakes for use in oil spill clean-up.	Fire	400 feet of snake absorbent purchased and stored at Harbor Patrol. Task Completed.	X		TBD	Project completed.
13 Laws & Regulations (9a) Review existing State & Federal laws as pertains to water quality.	Engineering		X		Mar-11	Project completed.
14 Watershed Management Program (9a) Establish urban watershed program similar to Santa Monica.	Engineering			X	TBD	For Budget Consideration FY 2012-13

Water Quality Task Force
Recommendations Implementation Matrix

RECOMMENDATION	LEAD	PROGRESS	STATUS			TARGET DATE	COMMENTS
			DONE	ON TARGET	FUTURE		
15 Pet Waste (9a) Install 'doggie poles' with waste bags in public areas.	Engineering / Public Works	Presented to CC - 10 containers installed on Esplanade / Harbor Drive	X				Project Completed.
16 Sprinkler Standards (9a) Develop a Certification program for commercial & residential properties with installed water-wise irrigation systems and landscaping. <i>Coordinate with West Basin Water District's existing program</i>	Engineering				X	TBD	For Budget Consideration FY 2012-13
17 Hot Line (9a) Establish a Water Quality Hot Line for public reporting of concerns. <i>Establish a web link to the WQTF Plan and matrix</i>	Engineering		X			Jul-08	Project completed. (PW investigating marketing of hotline)
18 Ongoing Water Quality Task Force (9a) <i>Staff report needed to determine how to continue the WQTF through either the Harbor Commission or Public Works Commission</i>	Harbor / Engineering	No new progress				TBD	Planning Stage
19 Continuous Deflection Separation Units (9a) Evaluate possibility of installing additional CDS units on all waterfront discharge storm drains. <i>Photos of annual clearing will be posted</i>	Engineering					TBD	For Budget Consideration
20 Non-profit formation (9a) Consider creation of a 501(c)3 organization to assist in grant funding development.	City Manager / City Attorney		X			Jun-08	For Budget Consideration FY 2012-13 501(c)3 created, website - www.cleanwaterfrontredondo.org
21 Develop Clean Waterfront Plan (9b) Plans could include improvements based on successes in Santa Monica & Newport.	Harbor	Sample plans collected. Adopted BMPs will be key component of plan.				TBD	For Budget Consideration FY 2012-13
22 Develop Clean Marina Program (9b) Establish program and recognition standards.	Harbor	All 4 RB marinas participate in a recognized program or have committed to do so. Staff providing assistance and monitoring progress.				TBD	For Budget Consideration FY 2012-13

Water Quality Task Force
Recommendations Implementation Matrix

RECOMMENDATION	LEAD	PROGRESS	STATUS			TARGET DATE	COMMENTS
			DONE	ON TARGET	FUTURE		
<p>23 Develop & Implement BMPs for Bait Barges (9b)</p> <p>Ensure that bait barges are properly disposing of waste .</p>	<p>Fire / Harbor / Planning / Engineering / Public Works</p>	<p>Inspections completed. BMPs drafted and will be presented to Harbor Commission. Fire Completed physical inspection of barge. No hazardous storage or processes noted. Barge operates seasonally, per hazmat tech. No disclosure manifest warranted.</p>	X				Project Completed
<p>24 Develop & Implement BMPs for Fuel Dock (9b)</p> <p>Ensure that fuel docks within King Harbor employ BMPs while conducting business.</p>	<p>Harbor / Fire</p>	<p>Presented to Harbor Commission on 09/08/08.</p>	X		Dec-08	<p>BMPs approved by CC - November, 2008. Pamphlets distributed 12/08</p>	
<p>25 Develop & Implement BMPs for Boaters (9b)</p> <p>Encourage and educate boaters in BMPS for boating.</p>	<p>Harbor</p>	<p>Presented to Harbor Commission on 09/08/08.</p>	X		Dec-08	<p>BMPs approved by CC - November, 2008. Pamphlets distributed 12/08</p>	
<p>26 Develop & Implement BMPs for Boat Yards & Maintenance Facilities (9b)</p> <p>Adopt CASQA's BMPs and ensure they are followed.</p>	<p>Harbor</p>	<p>Presented to Harbor Commission on 09/08/08.</p>	X		Dec-08	<p>BMPs approved by CC - November, 2008. Pamphlets distributed 12/08</p>	
<p>27 Design & Construct Harbor Circulation Improvements (9b)</p> <p>Study improving circulation methods and utilize power plant intake lines.</p>	<p>Engineering</p>						
<p>28 Develop & Implement a program to insure that BMPs applicable to the beach and pier area are fully utilized (9b)</p> <p>Aggressively adhere to all LARWQCB TMDLs.</p>	<p>Public Works</p>				TBD	<p>For Budget Consideration FY 2012-13</p>	
			X		Jul-07	Project Completed	

Water Quality Task Force
Recommendations Implementation Matrix

RECOMMENDATION	LEAD	PROGRESS	STATUS			TARGET DATE	COMMENTS
			DONE	ON TARGET	FUTURE		
29 Pier Fish Cleaning Station, Boaters and Charter Boats (9b) Ensure sink wastes are diverted to the sewer system, educate boaters.	Harbor / Public Works	Confirmed that sink wastes are diverted to the sewer system.	X				Project Completed
30 Watershed Runoff (9b) Investigate permeable surfaces for rainstorm waters.	Engineering				X	TBD	For Budget Consideration FY 2012-13
31 Develop & Implement a Community Outreach Plan (9c) Utilize volunteer forces to educate the community at large.	Harbor / Engineering	Sample plans from other jurisdictions being collected.					
32 Explore funding opportunities at the Federal, State, County, Local, Corporate, and Private levels Increase City visibility and funding for water quality tasks.	Engineering / City Manager				X	TBD	For Budget Consideration FY 2012-13
33 Harbor Emergency Response Volunteer Team (9e) Immediate mitigation of red tide forces through volunteer teams.	Harbor / Fire / Public Works	PW, Harbor, & Fire held a Red Tide Response Drill for City crews & volunteers September 27, 2007.	X				Project Completed
34 Street & Harbor Lease Hold Sweeping ** Coordinate with businesses for sweeping	Harbor	Policies and ordinances from other jurisdictions being collected. Staff discussing current practices with leaseholders.				X	Planning Stage
35 Web Page Update ** Monthly updated posting to the City website	Engineering				X		Ongoing

*Note - Details of timeline and a breakdown of steps will be provided for each task on the matrix as implementation progresses.

** By City Council direction from 11/21/06 CC meeting

Green Task Force
Recommendations Implementation Matrix

RECOMMENDATION	LEAD	PROGRESS	STATUS			TARGET DATE	COMMENTS
			DONE	ON TARGET	FUTURE		
1 Sustainability: Add sustainability as one of Redondo Beach's Core Values listed in its Annual Reports and Strategic Plans.	ACM		X				"Enhance the livability and environmental sustainability of our community" revised in the March 25, 2009 Strategic Planning workshop.
2 Full-Time Employee: Designate a full-time, on-going staff position dedicated to implementing and researching all Green Task Force Initiatives, including grant writing.	ENG				X		Next opportunity to be evaluated is as part of the 2012-13 Budget Cycle
3 Public Education Program: Support a comprehensive public education program to promote green living and building ideas, energy and resource conservation, and other environmental concepts such as "teaching Green" or "Sustainable Works."	PW			X			"Green Building" consumer education materials received and available at the Building counter.
4 Cool City Classification: The City Council should sign the U.S. Mayors Climate Protection Agreement and establish a Cool Cities program for the City of Redondo Beach.	ENG		X				Baseline inventory presented to CC - March 16, 2010.
5 Eco-Friendly Business Initiatives: As part of the Economic Development Council, the City should identify a representative to implement eco-friendly initiatives within the business community.	HBT				X		
6 Support for RBUUSD Environmental Programs: Direct staff to reach out to the Redondo Beach Unified School District (RBUUSD) in promoting, supporting, and implementing green initiatives.	ACM				X		
7 Green Building Incentives: Develop a set of incentives in the form of rebates, space offset programs, and recognition programs for green/sustainable building practices.	BLDG		X				City Council adopted Green Building Code on 12/07/10.
8 Fee Structure: Balance fee structure to accommodate rebate incentives given for green homeowners, and builders.	BLDG		X				City Council approved Tier 1 & Tier 2 rebate programs on 12/07/10.

Green Task Force
Recommendations Implementation Matrix

RECOMMENDATION	LEAD	PROGRESS	STATUS			TARGET DATE	COMMENTS
			DONE	ON TARGET	FUTURE		
9 LEED Standards: Adopt LEED standards for all city buildings.	BLDG		X				North Branch Library certified as LEED GOLD building - presented @ SOTC on 02/22/11.
10 Ordinance Update: Review and update ordinances to support LEED compliant measures.	BLDG/ENG			X			
11 Staff Training: Train appropriate city staff and acquire LEED certification to eliminate need for hiring LEED consultants.	ENG		X				Staff attended fall CALBO green workshops
12 Educational Plan: Implement an educational plan, including web access and distribution of green vendors and services, for all constituents - homeowners, developers, builders, Chamber of Commerce, regional networks, etc.	PW			X			Public Works to coordinate an energy efficiency / water conservation workshop w/ SBESC.
13 Urban Forest Ordinance: Pass an Urban Forest Ordinance that solidifies and codifies current practices regarding trees in the city.	PW			X			
14 Pursue Tree City USA Designation: The City Council should seek designation as a Tree City USA that provides direction, technical assistance, public attention, and national recognition for urban and community forestry programs.	PW			X			
15 Land Use Policy, Zoning Regulation, and Associated Fee Amendments: Amend land use policies, zoning regulations and associated fees to provide an incentive for maintaining existing and/or creating new non-public open space.	Planning			X			
16 Historical and Specimen Tree Protection: Revise relevant preservation ordinances to include Specimen Trees and revise a complete list of trees on public and private land that are, or can be, landmarked or designated as specimen trees.	Planning / PW / RCS		X				Existing code provides for applications to designate trees as historic landmarks.

Green Task Force
Recommendations Implementation Matrix

07-19-11

RECOMMENDATION	LEAD	PROGRESS	STATUS			TARGET DATE	COMMENTS
			DONE	ON TARGET	FUTURE		
17 High Profile City Projects: Implement two or three specific high-profile energy and resource projects that would help showcase the City's efforts to become a beacon of Green adaptation.	ENG			X			LED streetlight fixtures installation complete along Artesia Blvd. and in Riviera Village.
18 Renewable Energy Project Financing: Establish a relationship with a third party financing company to provide funding for both City and private projects involving conversion or adaptation to green energy.	HBT			X			06-22-10 - CC Adopted Resolution to participate in LA CO AB-811 program.
19 Inter-departmental Staff Resource Utilization Committee: Establish an inter-departmental staff committee whose purpose it is to create and maintain a Long-Term Resource Utilization Policy that would include a prioritized list of energy conservation and generation projects aimed at reducing city-wide energy consumption.	ACM				X		
20 Shop & Dine Redondo Program: Collaborate with the Redondo Beach Chamber of Commerce & Visitors Bureau to develop a "Shop & Dine Redondo" Program specifically designed to build a stronger local economy, healthier environment and reduce the total vehicle miles driven by those living and/or working in the community.	HBT				X		NRBBA 'Dine Around Artesia' held May 19, 2011.
21 Strategic School Traffic Reduction Plan: Collaborate with the Redondo Beach Unified School District (RBUSD) and local residents to develop a Strategic Traffic Reduction Plan.	ENG			X			Safe Routes to Schools program implemented. School Safety Zone CIP accepted as complete by CC on May 17, 2011.
22 Residential Development Rights Transfer System: Research the feasibility of developing and implementing new density neutral land policies, zoning regulations and legal mechanisms that would allow owners of residentially-zoned properties to sell permitted development rights for transference to other properties located within specified public transit zones that also provide an ample amount of local shopping and dining opportunities.	Planning				X		

Green Task Force
Recommendations Implementation Matrix

RECOMMENDATION	LEAD	PROGRESS	STATUS			TARGET DATE	COMMENTS
			DONE	ON TARGET	FUTURE		
<p>23 Strategic New Parkland Development Plan: Develop a Strategic New Parkland Development Plan specifically focused on creating more neighborhood-oriented parkland in the park-poorest areas in the city.</p>	RCS			X			
<p>24 Beach Cities Transit & Visitor Information Kiosks: Collaborate with the Redondo Beach Chamber of Commerce to create one or more Beach Cities Transit (BCT) & Visitor Information Kiosks at high traffic locations near transit stops in the city.</p>	HBT			X			
<p>25 Beach Cities Transit Wi-Fi Service Pilot Program: Perform a feasibility study on implementing a Beach Cities Transit (BCT) Wi-Fi Service Pilot Program.</p>	HBT			X			
<p>26 Integrated Bicycle Master Plan: Expand the Local Bikeway Plan into an Integrated Bicycle Master Plan, including bike racks, which will transform Redondo Beach into a premier bicycle friendly city.</p>	ENG		X				The City's adopted Bicycle Master Plan submitted to Metro's "Call for Projects" to implement the class 2 and class 3 bicycle facilities, approved by Metro board - 10-22-09.

Major City Facilities Priority List

June, 2007

In order for the City to ensure quality services to our residents, businesses, and visitors, we need to have a plan for our future facilities needs. The City's current Five Year Capital Improvement Program (CIP) addresses the near future. Through this process, the City's most pressing capital needs are programmed using funding sources available over the 5 year planning period. For ease of reference, the adopted CIP includes a "needed, but not funded" list of capital projects. This list is designed to track possible future projects, however, there is little to no likelihood of funding in the short term. There is no planning document in place to take address facilities needs beyond this 5 year horizon. In order to set priorities beyond this horizon, a City Facilities Priority List has been developed.

The City has also developed a draft Asset Management Plan. This Asset Management Plan is a blueprint for the City to maximize the financial returns from its real property assets. The draft Asset Management Plan has not yet been finalized or presented to the City Council for approval as many of the assets in the draft Asset Management Plan assumed to possibly generate on-going revenues are encumbered with current facilities or seen as possible sites for new or relocated facilities. A City Facilities Priority List will enable the City to identify which assets are needed over the longer term and which are available for development through the Asset Management Plan.

The City's adopted Strategic Plan established the following three year goals:

- **Achieve financial stability and balanced economic growth.**
- **Maintain and improve public facilities, infrastructure and open spaces.**
- **Improve the attractiveness and livability of our neighborhoods.**
- **Maintain and improve public safety.**
- **Maintain and improve communication, productivity and efficiency in a healthy workplace.**

Included in the current Strategic Plan are a number of objectives directly related to facilities and asset management. These include:

- **Present to the City Council an inventory list of citywide real property assets.**
- **Develop a Facilities Master Plan for preventive maintenance of all City facilities.**
- **Develop and present to the City Council a City facilities overview for improvement and/or replacement of major City facilities, including financing options and prioritization.**

Having functional and updated public facilities can assist in achieving all of the Strategic Plan goals and other strategic objectives. For example, achieving customer service related objectives could be assisted by the development of functional, efficient, and customer friendly service areas. There is also a direct link between the quality of public facilities and providing a healthy workplace.

The City's future facility needs are many, with funding unlikely to be available over the near or even long-term to meet them all. A Major City Facilities Priority List will be useful to guide staff and the community as we seek funding for our many facilities needs.

Relationship to Statements of Financial Principles

The City's adopted Statements of Financial Principles has a number of points which can guide the City's future efforts in meeting its long-term facility needs. Financial Principles relating to the financing of facilities include:

- 2.a) The City will maintain a level of expenditures which will provide for the well-being and safety of the general public and citizens of the community;
- 2.b) The City will manage its financial assets in a sound and prudent manner;
- 2.c) The City will maintain and further develop programs to assure its long-term ability to pay the costs necessary to provide the highest quality service required by the citizens of Redondo Beach;
- 2.e) The City will maintain and improve its infrastructure;
- 2.f) The City will provide funding for capital equipment replacement, including a long-term technology plan, to achieve greater efficiency in its operations.
- 3.e) One-time revenues shall be used for one-time expenditures;
- 3.g) The City will continue to explore revenue raising alternatives as necessary and pursue all grants available to local government.
- 5.c) The City will set aside a reasonable and prudent amount of General Fund monies for capital improvements and repairs of various facilities, in its annual budget process.
- 5.f) The long-term operating impact of any capital improvement project must be disclosed before the project is recommended for funding.
- 10.a) Enterprise activities will be programmed to generate sufficient revenues to fully support the Enterprise's operations including debt service requirements, current and future capital needs.

These Financial Principles were considered in establishing the recommended prioritization.

Relationship to 2006 Community Opinion Survey

The City initiated a survey of residents to gauge their level of satisfaction with life and services in Redondo Beach and other matters. The survey was conducted by True North Research in October 2006, with the final report dated December 18th, 2006. A number of the highlights from the survey, as summarized below, have broad relevance to facilities planning

- When asked about what one change the City could take to make Redondo Beach a better place to live, now and in the future, the sixth highest response was improving public safety/enhancing police department (5%).
- Residents rated 20 specific services with public safety services ranked as most important, including maintaining a low crime rate, providing fire protection and prevention services, and providing emergency medical services being the top three, with providing Library services being 7th.
- The level of satisfaction with these same 20 services was also surveyed, with residents most satisfied with fire protection and prevention services, emergency medical services, and maintaining a low crime rate, among others.
- The highest ranked spending priorities included improving disaster preparedness.
- Fifty-six (56%) of voters initially indicated that they would support a \$30 million public safety bond to replace deteriorating police facilities, make public safety buildings earthquake safe, improve access to the disabled, and upgrade the Emergency Operations Center.
- One of the top candidates for improvements to bolster resident satisfaction includes preparing the City for disasters.

These results would tend to reinforce that public safety facilities should be given priority, especially those facilities which are designated as essential facilities for the purpose of disaster preparedness and response.

Project Descriptions

Aquatics Center and Events Plaza – The aging facilities at Seaside Lagoon are inadequate and would require substantial reinvestment in the current structures and operation. In addition, contradictory regulations regarding water quality have adversely impacted the ability of the City to operate the current facility without running the risk of violating State water quality standards. A new replacement aquatics amenity including an events plaza have been proposed as part of a development on the Redondo Beach Marina site, though in a more southerly location adjacent to the location of a proposed boat launch. The City is currently undertaking an initial assessment of alternatives for a new aquatics center and events plaza. The initial estimates of cost range from \$8 to \$15 million depending upon the scope of amenities. It is anticipated that this replacement facility would be funded from Harbor Enterprise funds and development related revenues.

Anderson Park Community Center – City facilities in Anderson Park include a senior center located on School property, modular and annex buildings used for recreation and child development programs, the Boy Scout House and the Girl Scout House. The combined area of these facilities is 8,365 square feet. Over the years, there has been discussion about consolidating and expanding these facilities on the same site, in a new structure. In 1978, there was a significant amount of analysis done regarding a new community center and gymnasium in two new structures, plus a remodeled Senior Center. The total estimated cost of this scope of development was \$5 million. Lack of funding did not allow the project to proceed. The 2001-2006 Capital Improvement Program included a smaller scale consolidated facility, without the gymnasium, with an estimated cost of \$1.5 million. An initial \$150,000 was funded in the 01/02 fiscal year, and this amount was carried over into both the 02/03 and 03/04 fiscal years. During this time, there was a series of scoping meetings, but no identified funding source for the full amount. The \$150,000 in initial funding was eliminated from the CIP in the 04/05 Fiscal Year. As part of the FY 2006/07 budget, \$50,000 was allocated to undertake a new Anderson Park Master Plan that will include a facilities needs assessment. In the first quarter of 2007, the City will be engaging the services of a consulting firm to undertake the Master Plan.

City Hall Replacement - The current City Hall of approximately 38,000 square feet was mostly built in 1961 with subsequent additions and has met the City's needs to a great degree for the last four decades, with some minor additions and remodeling. However, the building's design is highly inefficient in its layout and configuration due to its numerous entrances and corridors. It is difficult to secure and does not have a customer-friendly design. The building does not meet current standards for elements of life safety, including seismic safety, which could limit the ability of the structure to be used in the event of a natural disaster, thereby complicating the City's emergency response and recovery operations. Ultimately, a new facility could be constructed on the current civic center site which would have an efficient design, allow for improved customer service, and promote operational savings. In addition, certain off-site City offices, such as the Recreation & Community Services administrative offices, could potentially be consolidated into a new structure. A three-story structure complementary to the Library building of approximately 50,000 square feet is estimated to cost \$10 million. If the Police facility were relocated outside of the Civic Center area, this, together with a new City Hall on a smaller footprint may present an opportunity to make the Broadway frontage available for development. This may be a way to partially fund the cost of a replacement City Hall.

Dominguez Park Community Center – The Dominguez Park/Heritage Court Master Plan, adopted by the City Council in December of 1992, included a 3000 square foot Community Building. The building was designed to incorporate materials and forms to complement the adjacent historic structures. The building included a 2000 square foot multi-purpose room, two smaller meeting rooms, a non-commercial kitchen, restrooms and a mechanical/storage room. The estimated cost of the structure in 1992 was \$360,000.

Fire Station One/Administration – Fire Administration is currently located in Fire Station One on Broadway. This facility was constructed in 1958 and was designed to accommodate 11 firefighters. Today the station supports 33 firefighters 24/7-365 days annually. While adequate for the foreseeable future, the temporary relocation of Fire Administration and suppression personnel would facilitate a remodel of the existing fire station to allow for an upgrade to current standards. In addition, the possible relocation of Fire Administration into a new Police or Public Safety facility would allow for better coordination of public safety services and some economies of scale. Fire Station One is also designated as a critical service facility in the event of a natural disaster or other emergency situation; facilities upgrades there would serve that purpose. Alternatively, Fire Administration could remain at Fire Station One if it could be accommodated as part of a remodel and expansion of the facility. However, given the constrained size of the site, this can only be determined through a specific design analysis.

A. Needs Assessment was done regarding Fire Administration, Fire Station One, and the Harbor Patrol in 2002. This effort, an outgrowth of the Heart of the City Plan which did not ultimately proceed, looked at number of alternative scenarios and provides an indication of scale for each of the components. Since that time, the Fire Department has not modified its operations and is consistent with the needs assessment performed in 2002. Based on those findings, the Fire Department requires an additional 4000 square feet of Administrative & Lobby office space and an additional 3000 square feet of Firefighter living area. This would require the addition of a second story for both additions should the existing site be utilized.

Harbor Patrol Building – Currently located on Mole B, the existing facilities consist of an aging permanent structure, housing office and operational functions, and a modular unit as a residential component. A replacement facility which combines all required functions into a single contemporary structure would improve operational efficiency and address inadequacies. The Harbor Patrol facility needs were determined to be approximately 1,500 square feet of space as part of the 2002 Needs Assessment described under Fire Station One/Administration.

New Corporation Yard - The City's existing Corporation Yard on Gertruda is physically inadequate and limits the City's ability to ensure public works services are provided in the most operationally efficient manner. The existing facility is situated on two separate parcels (approximately 1.71 acres) on opposite sides of Gertruda. The City purchased a 5.36 acre parcel of land along Kingsdale Avenue in north Redondo Beach as a possible site to relocate the Corporation Yard. While this site could allow for the development of a more adequate replacement facility, the site is not centrally located and may be more valuable from an economic development perspective given its adjacency to the South Bay Galleria. An alternative concept which would provide economies of scale is the co-location of the Corporation Yard with the Parks Yard on Beryl. This more intensive scope of development on an existing City owned site would still allow for the sale and/or reuse of the Gertruda and Kingsdale sites. The westerly Gertruda parcels have already been rezoned to Residential Medium Density (RMD) and R-3. The Beryl site may not be sufficient in size to allow the Police Firing Range to continue to operate on this site, requiring relocation of the range.

North Branch Library/Hayward Center - A conceptual design has been completed for a replacement facility for the existing North Branch Library and Hayward Community Center located on Artesia Boulevard. This new facility would replace an aged and inadequate existing facility, built in 1949, as well as serve as a catalyst for the on-going revitalization of Artesia Boulevard. The estimated cost of this new 12,000 square foot facility is \$5,800,000. The City Council has set-aside \$1,895,000 of the amount needed. The Library Foundation's fundraising efforts have raised approximately \$620,000 to date. The City has also been pursuing other funding sources, including a County-related source. The recent failure of a statewide Library Bond issue has eliminated one possible outside funding source for the near future.

Police Building - The current Police Facility, built in 1959, is overcrowded and does not provide a working environment that meets contemporary standards for law enforcement. The Police Department's Investigations Division is housed in leased facilities across the street. The Parking Enforcement Unit is located within City Hall. The Property and Evidence Unit's warehouse is located on property across from the City Yard and the officer's report writing room is located within a trailer in the police department's rear parking lot. The existing station in the Civic Center does not meet current standards for elements of life safety, including seismic safety, and falls short of the desirable standards for a critical response facility necessary to address the needs of the community in the event of a natural or other disaster. Main deficiencies include a non-conforming jail, inefficiencies due to non-consolidation of staff and facilities, a lack of customer and employee parking, an inefficient layout that does not promote public accessibility, and inadequate facilities. Past needs assessments have suggested that approximately 75,000 square feet would provide for an efficient and contemporary facility. The estimated cost of such a facility is approximately \$30,000,000. The majority of the funding would have to be generated from existing or new City resources such as a voter-approved bond issue. One option would be the City's possible acquisition of the Redondo Beach Unified School District property at 200 PCH which currently houses the Police Investigations Division as a site for a new Police Facility. This 2.49 acre site is in close proximity to the existing Civic Center. Building a new facility at a new site would eliminate the attendant costs and impacts on existing police operations during construction.

Transit Center – Possible development of a new Transit Center to replace the inadequate facility at the South Bay Galleria has been on the drawing board for some time. A new Transit Center located off Catalina was a key component of the failed Heart of the City Plan, and at that time the City was successful in securing a Federal Earmark of funds totaling \$2,240,317 for its development. The City Council recently engaged the City's Federal lobbyist to secure an extension while the City explores alternative locations for a new Transit Center. One option is the existing City-owned parcel on Kingsdale. However, use of that parcel is dependent on the City's final determination of the new Corporation Yard and the finalization of expansion plans for the Galleria. The scope of a new Transit Center at minimum would be 14 bus bays instead of the 8 currently at the Galleria. Other elements of the project would include parking, layover areas, landscaping, lighting, shelters, and benches at an estimated cost of \$3,000,000. While a portion of this would be federally funded, there would be a local match of 20% required, though this could possibly be secured from MTA or another local source. This cost estimate does not include land cost with a 3 to 3.5 acre site needed for a stand-alone facility.

Relationship to Existing Five Year Capital Improvement Program

The adopted Five Year Capital Improvement Program for 2006 to 2011 includes partial funding for two projects: the North Branch Library and Hayward Center, and the Aquatics Center & Events Plaza. For the North Branch Library, of the \$5,789,530 in estimated cost, only \$1,895,000 in City funds set-aside and \$620,000 of the \$700,000 in funds to be raised by the Library Foundation are currently available. The remaining \$3,194,530 was anticipated to have been made available through the Statewide Library Bond. There is \$412,460 in Tidelands Funds budgeted for planning and design of a Boat Launch. The Aquatics Center & Events Plaza has carryover funds available from 2005/06 totalling \$1,045,439 as follows: \$117,000 for Seaside Lagoon Outfall Improvements, \$288,493 for Seaside Lagoon Restroom Improvement, and \$640,000 for Seaside Lagoon Water Recirculation.

Three other facility projects as summarized below are on the Unfunded and Underfunded CIP Projects List:

Project	Estimated Cost	Funding Source
Corporation Yard	\$8,000,000	Capital Projects Fund (General Fund)
Police Facility	\$29,398,450	Bonds
Combination Headquarters Fire & Harbor Patrol	\$10,425,000	Grants

(Pages xviii and xix of 2006-2011 CIP)

Evaluation Factors

In order to prioritize facility needs, staff developed evaluation factors against which each proposed facility was reviewed. These factors were as follows:

Health & Safety – Facility improvements which would enhance the City's ability to improve public health or safety directly or which would enhance public health and safety services would have highest priority. This would include facilities which have an emergency services/operational role designated as "Essential Facilities." Elimination of hazards such as buildings which do not meet seismic standards or other critical functionality requirements should also rank high. Physical security of City facilities was also not a factor in their original design to the level needed in today's post 9/11 world.

Operational Efficiency - Projects rank high in this area if one result would be significant operating savings and/or reduced maintenance costs. Addressing federal or state mandates would be a positive factor. This would include replacing buildings with inefficient layouts or space usage with more efficient structures.

Financial Feasibility – Facilities which have identifiable funding streams, especially from outside sources such as fees or grants, would rate higher. Reduced operating or maintenance costs would also be a factor to consider. An ability for a portion of the facility development costs to be self-financed through better utilization of an existing property would also result in a higher rating.

Employee Welfare - Providing employees with a safe and healthy workplace is not only a federal and state mandate, but it also a best practice in order to assist the City in becoming an employer of choice with related productivity enhancements and an ability to provide enhanced services.

Economic Development Benefit – Projects which would have a direct economic development benefit such as serving as a catalyst for other reinvestment in an area or which would result in another public asset being freed-up for direct economic development purposes would be viewed more favorably.

Revenue Generation - Future City facilities may provide an opportunity for direct or indirect revenue generation. For example, commercial lease space could be developed as part of a facility, or elements of a facility may be used on a contract basis by another agency. Alternatively, development or relocation of a facility may free-up an existing site for a revenue generating use.

Customer Service Enhancement - The City's ability to provide one-stop or more efficient customer service is limited due to the age and design of City facilities. Some operations are in completely separate structures thereby further frustrating customers who may have to visit more than one place in the conduct of business.

City Facilities Needs List

<i>Facility</i>	<i>Square Footage</i>	<i>Cost Est.</i>	<i>Proposed Location</i>	<i>Financing Opportunities</i>	<i>Current Status</i>	<i>Factors</i>
Aquatics Center & Events Plaza	TBD	\$8,000,000 to \$15,000,000	Redondo Beach Marina Leasehold	Tidelands Uplands	Conceptual design effort underway	Health & Safety Operational Efficiency Financial Feasibility Economic Development Benefit Revenue Generation
Anderson Park Community Center	8,365 current	\$4,000,000	Anderson Park	General Fund Grants Quimby Fees	Prior conceptual plans developed; new needs assessment underway	Customer Service Enhancement Operational Efficiency Health & Safety
City Hall Replacement	38,186 current 50,000 proposed	\$10,000,000	Current Site	General Fund Enterprise Funds Bonds	No activity	Health & Safety Operational Efficiency Employee Welfare Customer Service Enhancement
Dominguez Park Community Center	2,000 proposed	\$600,000	Heritage Court area	General Fund Grants Quimby Fees	Master plan approved in 1992, no activity since	Customer Service Enhancement
Fire Station One/ Administration	10,506 current 7,000 addition	\$2,500,000	Current Site or Fire Admin co-located with Police	General Fund Grants Bonds	Alternative concepts developed as part of Heart of the City effort; no current activity	Health & Safety Operational Efficiency Financial Feasibility Employee Welfare Customer Service Enhancement

Facility	Square Footage	Cost Est.	Proposed Location	Financing Opportunities	Current Status	Factors
Harbor Patrol Building	1,400 current 1,500 proposed	\$750,000	Mole B	Tidelands Grants	Conceptual facility scoped as part of Heart of the City; no current activity	Health & Safety Operational Efficiency Financial Feasibility Employee Welfare Customer Service Enhancement
New Corporation Yard	6,800 current	\$8,000,000	Consolidated with City Parks Yard	General Fund Enterprise Funds	Conceptual design developed for Beryl site	Health & Safety Operational Efficiency Financial Feasibility Employee Welfare Economic Development Benefit Revenue Generation Customer Service Enhancement
North Branch Library and Hayward Center	4,284 current 12,000 proposed	\$5,800,000	Current Site	General Fund Foundation Funds Grants Library Bond	Conceptual design completed; Foundation fundraising underway	Operational Efficiency Financial Feasibility Employee Welfare Economic Development Benefit Customer Service Enhancement
Police Building	25,453 current 5,500 current leased 75,000 proposed	\$30,000,000	Current Location or Alternate to be Identified	General Fund Grants	Multiple needs assessments completed, last update in 2004	Health & Safety Operational Efficiency Financial Feasibility Employee Welfare Economic Development Revenue Generation Customer Service Enhancement

<i>Facility</i>	<i>Square Footage</i>	<i>Cost Est.</i>	<i>Proposed Location</i>	<i>Financing Opportunities</i>	<i>Current Status</i>	<i>Factors</i>
Transit Center	TBD	\$3,000,000 (not including land acquisition)	To be Determined	Grants Transit Funds	Federal earmarks need to be extended; concept developed for Kingsdale site	Operational Efficiency Customer Service Enhancement

Conclusions

Opportunities exist for the City to invest in the upgrading of its major public facilities over time. Currently, the City does not have resources available in the operating budget, especially the General Fund, to adequately maintain and repair the diverse number of existing City facilities. As such, adding new facilities, especially those which do not have a dedicated source of funding for on-going maintenance and repair, is not advised. However, replacement of existing facilities, which will result in improved operational efficiencies and can be financed in a manner which enhances the City's bottom line should be pursued. Those facilities critical to providing the highest priority services should be considered first. This initial effort to provide a major City Facilities Priority List establishes a framework for setting out which projects should be pursued based upon evaluation factors which address broader City goals. Again, this general prioritization will ultimately be influenced by many external and internal factors, such as the availability of outside funding. It is anticipated that multiple projects can be pursued to certain preliminary levels depending upon staff and financial resources in order for the City to be positioned to move forward with a project when circumstances are best. For example, having facilities conceptually designed, or even investing in the development of working drawing so that you have a shelf ready project, could mean that outside funding is more likely to be secured in a competitive process.

Given the need to maintain a flexible approach to the prioritization of major public facilities, a tiered listing with projects listed alphabetically in each tier has been developed. The priority list resulting from this analysis and the evaluation factors identified is as follows:

Tier One

Aquatics Center & Events Plaza
New Corporation Yard
North Branch Library
Police Building

Tier Two

City Hall Replacement
Harbor Patrol Building
Fire Station One/Administration

Tier Three

Anderson Park Community Center
Dominguez Park Community Center
Transit Center



Administrative Report

Commission Action Date: August 8, 2011

To: MEMBERS OF THE HARBOR COMMISSION
From: PETE CARMICHAEL, HARBOR, BUSINESS & TRANSIT DIRECTOR
Subject: JUNE 22ND LETTER FROM CHAIRMAN TO CITY ATTORNEY

RECOMMENDATION

Receive and file.

COORDINATION

Department staff collaborated on the development of this report.

FISCAL IMPACT

The cost for preparing this report is included within the Harbor, Business & Transit Department's adopted FY2010-11 annual budget and is part of the Department's annual work program.

Submitted by:

Pete Carmichael
Harbor, Business & Transit Director

June 22, 2011

City Attorney, Michael Webb
City of Redondo Beach
415 Diamond Street
Redondo Beach, CA 90277

RE: CITY ATTORNEY POSITION OF ROLES AND RESPONSIBILITIES OF HARBOR COMMISSION

Dear City Attorney Mike Webb,

On Monday, May 9, during the Harbor Commission monthly meeting, one of our items for deliberation was the roles and responsibilities of the Harbor Commission. As part of this follow-up, the Harbor Commission is requesting that the City Attorney provide to us an authorized position on how the Harbor Commission is to apply our duties as listed in the municipal code.

For your reference, the original letter to Mayor and Council below summarizes the points discussed.

The Municipal Code enumerates seven areas of responsibility, (a.) through (g.) listed below. For the Harbor Commission to be of best value to the Mayor and Council there are items that must be consistent with the municipal code. It is our recommendation for you to discuss and offer steps to staff to ensure that a proper plan is adopted and followed in support of the Harbor Commissions purpose, so that your role as elected leaders in our community can be fully sustained in your decision-making in this area.

We have heard reference to the role of the Harbor Commission as simply reactive to the direction of the City Council. The commission believes the municipal code contradicts that opinion. In fact, only one of the seven items that outline the Harbor Commission's Roles and Responsibilities, (g.) the final item listed below, makes reference to advising the council. We do not agree that item (g.) is meant to sum up the intent of this entire section of the municipal code.

Our concern is that the flow of business matters through the Harbor Commission has been sporadic. The Commission has not always had an opportunity to discuss or vote on issues pertinent to the harbor before they are sent to the Council.

We feel that in cases where the Harbor Commission has not been included in the overall debate and assessment, the people of Redondo Beach have been denied the benefit of the experience earned by each commissioner to represent the citizens on behalf of issues concerning the harbor.

Here is a summary of our recommendation:

1. Each of the items within the Municipal Code is obeyed fully (listed below.)
2. Council adopts a proactive, rather than reactive, approach with the Harbor Commission on harbor-related issues.
3. All items pertaining to the harbor come before the Harbor Commission prior to a decision by Mayor and Council.
4. City staff will not provide recommendations to Mayor and Council that have not been previously and fully vetted by the Harbor Commission.

The municipal code, section 2-9.710 Powers and Duties, states:

(a) The Commission shall hold hearings on all applications for conditional use permits and variances for the use and development of lands within the jurisdiction of the Commission as provided for in Section 10-2.2512 of Article 12 of Chapter 2 of Title 10 of this code.

(b) The Commission shall hold hearings on any matter concerning the commercial or recreational development of the harbor.

(c) The Commission shall further the commercial and recreational development of the harbor.

(d) The Commission shall be advised and may recommend to the Council on all new lease and sublease arrangements within the City relating to harbor lands, facilities, or improvements.

(e) The Commission shall be advised and may report to the Council on all subleases with firms doing business within the jurisdiction of the Commission.

(f) The Commission shall be advised and may report to the Council on the assignment of all leases and subleases with the City relating to harbor lands, facilities, or improvements.

(g) The Commission shall advise the Council on any matter concerning the harbor when so requested by the Council.

Thank you in advance for hearing us on this matter. If you wish, we can provide sample items that have not come before the Harbor Commission for discussion.

Please know that we only make the statements in this letter because as Harbor Commissioners want to provide the most benefit to the Mayor and City Council. We also want to coordinate the best use of our volunteer time to help make the city of Redondo Beach the finest city for our families, our citizens and our visitors.

Sincerely,



Blaise Tracy
Chairman, Harbor Commission
City of Redondo Beach

CC: Brian Hickey, Assistant City Attorney
Peter Carmichael: Harbor, Business and Transit Director
James Allen: Harbor Facilities Manager
Michael G. Jackson: Vice Chairman, Harbor Commission
Harry Munns: Harbor Commission member
All Harbor Commissioners



Administrative Report

Commission Action Date: August 8, 2011

To: MEMBERS OF THE HARBOR COMMISSION
From: PETE CARMICHAEL, HARBOR, BUSINESS & TRANSIT DIRECTOR
Subject: DIRECTOR'S REPORT

RECOMMENDATION

Receive and file a report from the Harbor, Business & Transit Director on current and upcoming Harbor Department projects and activities.

EXECUTIVE SUMMARY

An oral report will be provided by the Harbor, Business & Transit Director at the Commission meeting on current and upcoming Harbor Department projects and activities.

BACKGROUND

Periodic reports from Harbor, Business & Transit staff help keep members of the Commission informed of the status of general Harbor operations. The Director's report will provide information on current and upcoming department projects and activities.

COORDINATION

Department staff collaborated on the development of this report.

FISCAL IMPACT

The cost for preparing this report is included within the Harbor, Business & Transit Department's adopted FY2010-11 annual budget and is part of the Department's annual work program.

Submitted by:

Pete Carmichael
Harbor, Business & Transit Director

HARBOR PATROL STATISTICS FOR 2011

INCIDENT DESCRIPTION	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
BOAT RESCUES	11	13	17	9	18	26	26						120
FIRE RESPONSES	7	3	8	9	7	5	1						40
MEDICAL RESPONSES	10	5	4	9	10	11	3						52
MOORING PERMIT INSPECTIONS	13	9	11	13	13	14	15						88
MARINE ENFORCEMENT	33	25	44	32	65	45	125						369
ANCHORAGE PERMITS	2	2	3	8	8	5	6						34
COMMERCIAL INSPECTIONS	0	0	3	2	0	0	0						5
OVERHANG CHECKS	1	2	3	1	2	3	2						14
SEA LIFE RELATED CALLS	4	2	3	2	4	1	7						23
POLLUTION CALLS	1	1	1	1	4	1	3						12
AGENCY ASSISTS	2	2	5	4	1	2	4						20
REPORTS-VESSEL ACCIDENT	0	0	0	0	1	1	0						2
REPORTS-VESSEL IMPOUND	0	0	0	0	0	0	0						0
REPORTS-MISCELLANEOUS	2	4	3	3	6	5	6						29
WATER RESCUE	0	0	0	2	1	0	0						3
ROCK ASSISTS	0	0	0	0	35	0	0						35
PLANE DOWN CALLS	0	0	0	0	0	0	0						0
DIVE OPERATIONS	4	3	2	4	2	4	6						25
MISCELLANEOUS CALLS	10	12	24	30	46	55	34						211
TOTAL CALLS FOR SERVICE	100	83	131	129	223	178	238	0	0	0	0	0	1082

SIGNIFICANT EVENTS FOR THE YEAR 2011

NOTES:

1/24/11-1/28/11- HOSTED A STATE SPONSORED CLASS(BASIC BOAT HANDLING) WITH 16 STUDENTS FROM ALL OVER THE STATE
NO SIGNIFICANT EVENTS FOR FEBRUARY

3/7/2011- HIGH WIND EVENT GUST TO 35 KTS- NO KNOWN DAMAGE TO VESSELS

3/8/11-3/13/11- MASSIVE DIE OFF OF SARDINES PRIMARILY IN BASIN 1, 140 TONS OF FISH REMOVED FROM AREA AND SHIPPED TO VICTORVILLE FOR FERTILIZER

3/11/11-3/13/11-DUE TO AN EARTHQUAKE IN JAPAN, HARBOR PUT ON TSUNAMI ADVISORY, WE RECEIVED NUMEROUS SURGES UP TO 4 FT AND SUFFERED DAMAGE TO X DOCK KING

HARBOR. (\$25K) AND HAD TO RELOCATE 4 VESSELS. 5 HARBOR BUOYS MOVED BY SURGES AND ONE DESTROYED, 5 PATROL VESSELS USED DURING INCIDENT FOR ALMOST 60

HOURS, NUMEROUS VESSELS WERE RESTRICTED TO OUTSIDE OF THE HARBOR DURING THE INITIAL SURGES AND THEN ESCORTED TO THEIR SLIPS BY PATROL VESSELS, HARB

WAS CLOSED DOWN FOR 3 DAYS FOR MOST VESSELS.

3/28/11-VESSEL ALMOST COMPLETELY SUBMERGED ON A DOCK KING HARBOR. VESSEL RAISED USING LIFT BAGS, VESSEL PROBABLY HAD TOO MUCH RAIN WATER ACCUMULATED

4/10/11-OPENING DAY AT ALL 3 YACHT CLUBS

4/10/11-RESPONDED TO A REPORTED DROWNING AT KING HARBOR MARINA, VICTIM RESCUSITATED AND TAKEN TO HOSPITAL

5/3/11-STARTED TO DISMANTLE AND REMOVE EQUIPMENT AND SUPPLIES FROM OUR TRAILER AND OFFICE IN PREPERATION FOR DEMOLITION OF AREA FOR NE BUILDING

5/22/11-CONDUCTED FLARE DAY WITH COAST GUARD AUXILIARY SHOT ABOUT 150 AERIAL FLARES AND 60 HAND HELD FLARES, 20 CG AUX AND 55 CITIZENS PRESENT

5/22/11-ASSISTED THE LOCAL YACHT CLUBS WITH THE ANNUAL SEA FAIR CONDUCTED AT THE KING HARBOR YACHT CLUB. 2 OF OUR BOATS ON DISPLAY

5/28/2011-HIGH WIND AND SURF EVENT FOR 2 DAYS 35-40 PEOPLE ADVISED OFF THE BREAKWATER DUE TO HIGH SURF, NO DAMAGES TO HARBOR

MONTH OF JUNE HARBOR PATROL TRAILER RELOCATED AND TOWER PREPARED FOR REMODEL

NO SIGNIFICANT EVENTS FOR JULY



Administrative Report

Commission Meeting Date: August 8, 2011

To: MEMBERS OF THE HARBOR COMMISSION
From: PETE CARMICHAEL, HARBOR, BUSINESS & TRANSIT DIRECTOR
Subject: UPDATE ON MLPA ENFORCEMENT AND IMPLEMENTATION

RECOMMENDATION

Receive and file this report, and discuss.

EXECUTIVE SUMMARY

The California Department of Fish and Game oversees the Marine Life Protection Act, a program to protect marine life and ecosystems along the coast of the state. October 1, 2011 has been selected as the date upon which recently formed marine protected areas will take effect. However, as of the date this report was written, a plan for enforcement of the new marine protected areas had not been finalized.

BACKGROUND

The California Department of Fish and Game (Fish and Game) maintains native fish, wildlife, plant species and natural communities for their intrinsic and ecological value and their benefits to people. This includes habitat protection and maintenance in a sufficient amount and quality to ensure the survival of all species and natural communities. Fish and Game is also responsible for the diversified use of fish and wildlife including recreational, commercial, scientific and educational uses.

One Fish and Game program is the Marine Life Protection Act (MLPA), a program to direct the state to reevaluate and redesign California's system of marine protected areas (MPAs) to: increase coherence and effectiveness in protecting the state's marine life and habitats, marine ecosystems, and marine natural heritage, as well as to improve recreational, educational and study opportunities provided by marine ecosystems subject to minimal human disturbance. The MLPA also requires the best readily available science be used in the redesign process, as well as the advice and assistance of scientists, resource managers, experts, stakeholders and members of the public.

The City of Redondo Beach joined an effort to provide testimony on the effect of certain MPAs for well over a year during the most recent MPA development process. MPAs for the southern portion of the State were adopted by the California Fish and Game Commission on December 15, 2010, and specifically excluded the Rocky Point area off the Palos Verdes Peninsula, a City goal.

August 8, 2011

On June 29, 2011, the California Fish and Game Commission selected October 1, 2011 as the effective date for implementation of the MPAs in Southern California.

As of the writing of this report, a plan for enforcement of the new MPAs had not been finalized.

COORDINATION

Staff preparation of this report included consultation with the Harbor Patrol.

FISCAL IMPACT

The cost of preparing this report is included in the adopted FY 2011-2012 annual budget for the Harbor Tidelands and Harbor Uplands Funds and is part of the Department's annual work plan.

Submitted by:



Pete Carmichael
Harbor, Business & Transit Director

jallen



Administrative Report

Commission Action Date: August 8, 2011

To: MEMBERS OF THE HARBOR COMMISSION

From: PETE CARMICHAEL, HARBOR, BUSINESS & TRANSIT DIRECTOR

Subject: POTENTIAL CHANGE IN START TIME FOR HARBOR COMMISSION MEETINGS

RECOMMENDATION

1. Receive and file this report;
2. Discuss;
3. Approve

EXECUTIVE SUMMARY

The Harbor Commission recently inquired as to the process of changing the start time for Harbor Commission meetings from the current 7:00pm start time to an earlier start of 6:00pm. If approved, the request would require a change in the Harbor Commission bylaws, which would be presented at a future meeting for modification and approval.

Staff supports the change and can implement the new start time upon modification of the bylaws.

COORDINATION

Department staff collaborated on the development of this report.

FISCAL IMPACT

The cost for preparing this report is included within the Harbor, Business & Transit Department's adopted FY2010-11 annual budget and is part of the Department's annual work program.

Submitted by:

Pete Carmichael
Harbor, Business & Transit Director



Administrative Report

Commission Date: August 8, 2011

To: HARBOR COMMISSION

From: PETE CARMICHAEL, HARBOR, BUSINESS & TRANSIT DIRECTOR

Subject: CONCEPTUAL DESIGN OF SEASIDE LAGOON RESTROOM/OFFICE BUILDING

RECOMMENDATION

1. Review and provide feedback on Seaside Lagoon Restroom/Office Building interior redesign and façade improvement

EXECUTIVE SUMMARY

At the direction of the City Council, staff has moved forward in the development of an interior remodel for ADA compliance and upgrade to the exterior design of the restroom and office building at Seaside Lagoon.

BACKGROUND

The City of Redondo Beach owns and operates the Seaside Lagoon, a unique facility with a sand-bottom salt water pool on approximately four acres of land within King Harbor. Seaside Lagoon is a year round 4-acre events venue hosting activities such as the Lobster Festival, Super Bowl 10k, and 4th of July Fireworks Celebration. Additionally, the Lagoon serves as a summer water recreation facility from Memorial Day through Labor Day.

The City operates the Lagoon under strict water quality guidelines set by the Los Angeles Regional Water Quality Control Board (LARWQCB) because the Lagoon discharges water into King Harbor. Ongoing water quality issues with the LARWQCB have forced the City to defer overdue facility maintenance and rehabilitation. The Lagoon's restrooms, locker rooms, and office/storage building are in a state of disrepair and do not meet current ADA or building requirements.

In 2005, the City prepared plans and specifications to renovate the bathroom, office and storage building. The City Council voted to reconstruct the entire building with the approval of the FY 2010-11 annual budget. Cost estimates for the interior and exterior renovation are being finalized. The Seaside Lagoon Rehabilitation Project will be funded through the Harbor Tidelands Fund Balance.

On December 7, 2010 the City Council approved a conceptual floor plan that includes new ADA restrooms, first aid room, staff office and restroom, storage and

The new floor plan includes a small expansion (approx. 80 sf) to the current footprint as well as significant modifications to the interior to make the building ADA compliant. In addition the City Council directed staff to prepare a conceptual design for the exterior of the building to provide a "Vintage" exterior facade and complete the plans and specifications.

Attached to this report are several images including an exterior view of the current structure and an architectural rendering of the new structure. Additionally, a collection of photos from the old Redondo waterfront and other waterfront architectural images are included to provide context behind for the new architectural design scheme.

COORDINATION

Preparation of this report was done in collaboration with the Engineering and Building Services Department. Conceptual design review included: Planning, Public Works, Engineering & Building Services, Harbor, Business, & Transit, and Recreation & Community Services Departments.

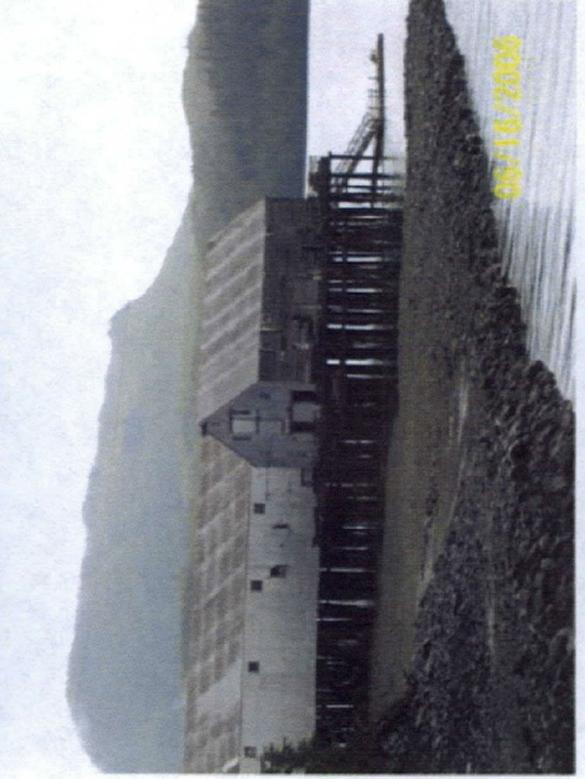
Submitted by:



Pete Carmichael
Harbor, Business & Transit Director

Seaside Lagoon Restroom Revitalization

Vintage Redondo and Waterfront Architecture



Seaside Lagoon Restroom Revitalization

External Photo: East Elevation Current



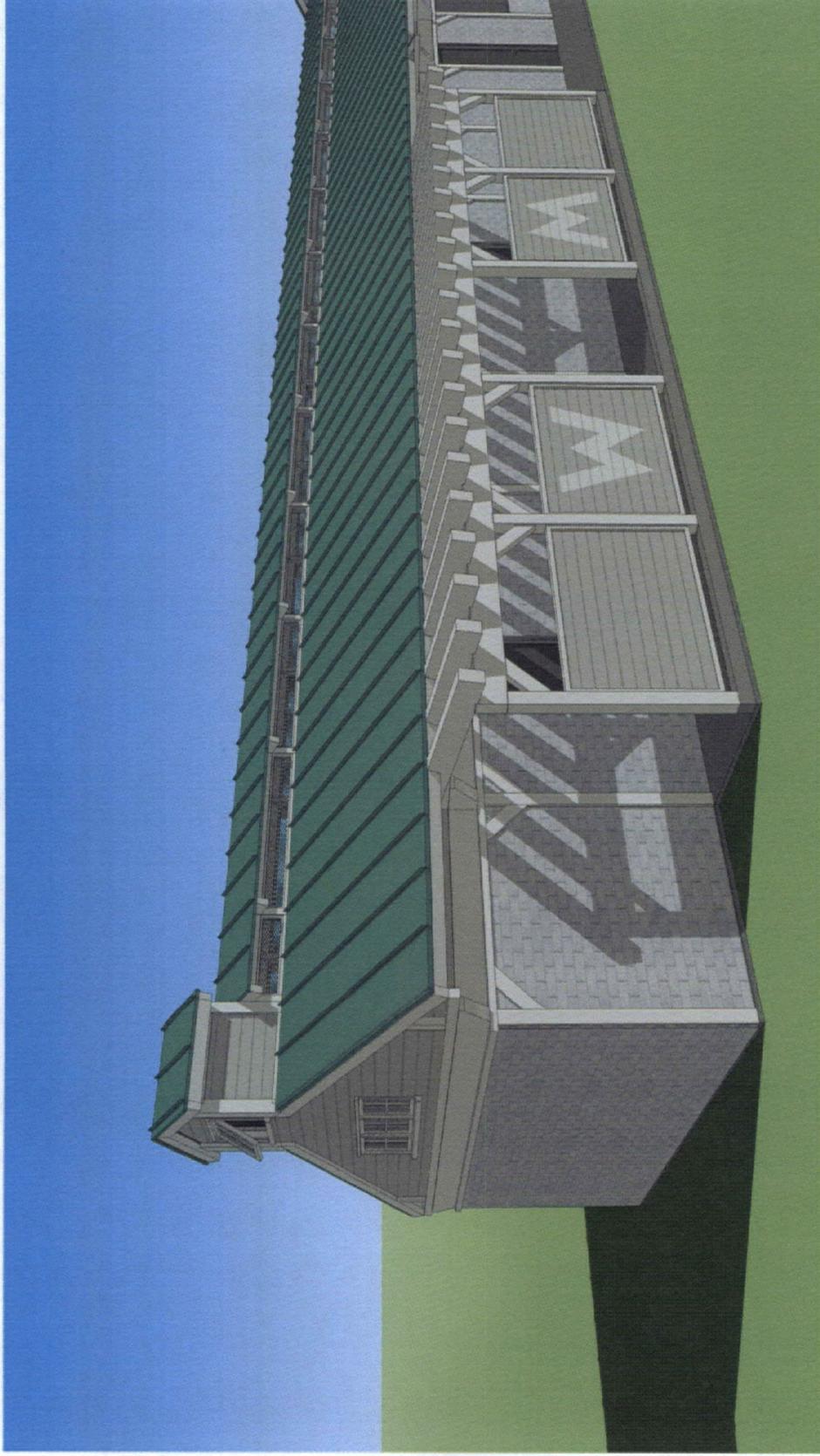
Seaside Lagoon Restroom Revitalization

External Rendering: East Elevation, New Design



Seaside Lagoon Restroom Revitalization

External Rendering: West Elevation, New Design



Seaside Lagoon Restroom Revitalization

Floor Plan Rendering

