

**AGENDA – REGULAR MEETING
PRESERVATION COMMISSION OF THE CITY OF REDONDO BEACH
WEDNESDAY, MAY 2, 2012 - 7:00 P.M.
REDONDO BEACH CITY COUNCIL CHAMBERS
415 DIAMOND STREET**

I. OPENING SESSION

1. Call Meeting to Order
2. Roll Call
3. Salute to the Flag

**City Clerk –
Packet for scanning**

II. APPROVAL OF ORDER OF AGENDA

III. CONSENT CALENDAR

Business items, except those formally noticed for public hearing, or those pulled for discussion are assigned to the Consent Calendar. The Commission may request that any Consent Calendar item(s) be removed and, 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 Preservation Commission meeting of May 2, 2012.
5. Approval of the following Minutes: Regular Meeting of March 7, 2012.
6. Receive and file the Strategic Plan Update of April 17, 2012.
7. Receive and file written communications.

IV. ORAL COMMUNICATIONS

Anyone wishing to address the Preservation Commission on any Consent Calendar item on the agenda, which has not been pulled by the Preservation 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.

V. EXCLUDED CONSENT CALENDAR

VI. 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.

VII. EX-PARTE COMMUNICATIONS

This section is intended to allow all officials the opportunity to reveal any disclosure or ex-parte communication about the following public hearings.

VIII. PUBLIC HEARINGS

IX. UNFINISHED BUSINESS

X. NEW BUSINESS

8. Consideration of authorizing a letter requesting that the Mayor and City Council approve a strategic plan objective in September 2012 directing the Preservation Commission to explore possible modifications to the preservation ordinance for consistency with Federal and State law.

XI. SUBCOMMITTEE REPORTS

- a. Education/Incentives
- b. Legislative
- c. Minor Alterations
- d. Historic Landscapes/ Redondo Stairway
- e. Survey Update
- f. Historic District Formation

XII. COMMISSION ITEMS AND REFERRALS TO STAFF

Referrals to staff are service requests that will be entered in the City's Customer Service Center for action.

XIII. ITEMS FROM STAFF

9. Notification of Planning Commission projects.

XIV. ADJOURNMENT

The next meeting of the Preservation Commission of the City of Redondo Beach will be a regular meeting to be held at 7:00 p.m. on Wednesday, September 5, 2012 in the Redondo Beach City Council Chambers, 415 Diamond Street, Redondo Beach, California

An agenda packet is available 24 hours a day at www.redondo.org under the City Clerk. Agenda packets are also available during City Hall hours at the Planning Department Public Counter and in the office of the City Clerk.

Any writings or documents provided to a majority of the Preservation 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, California during normal business hours. In addition, such writings and documents will be posted, time permitting, on the City's website at www.redondo.org

APPEALS OF PRESERVATION COMMISSION DECISIONS:

Decisions of the Preservation Commission may be appealed to the City Council. Appeals must be filed, in writing, with the City Clerk's Office within ten (10) days following the date of action of the Preservation Commission. The appeal period commences on the day following the Commission's action and concludes on the tenth calendar day following that date. If the closing date for appeals falls on a weekend or holiday, the closing date shall be the following business day. All appeals must be received by the City Clerk's Office by 5:00 p.m. on the closing date.

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.

April 27, 2012

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) ss
CITY OF REDONDO BEACH)

AFFIDAVIT OF POSTING

Pursuant to the requirements of Government Code Section 54955, agendas for a Regular Preservation Commission meeting must be posted at least seventy-two (72) hours in advance and in a location that is freely accessible to members of the public. As Planning Technician of the City of Redondo Beach, I declare, under penalty of perjury, that in compliance with the requirements of Government Code Section 54955, I caused to have posted the agenda for the May 2, 2012, Regular Meeting of the City of Redondo Beach Preservation Commission on Friday April 27, 2012, in the following locations:

City Hall, Door "A", 415 Diamond Street, Redondo Beach
City Clerk's Counter, Door "C", 415 Diamond Street, Redondo Beach



Lina Portolese
Planning Technician



OFFICE OF THE CITY CLERK
CITY OF REDONDO BEACH
PRESERVATION COMMISSION REGULAR MEETING
AGENDA

I, Lina Portolese hereby declare, under penalty of perjury, that I am over the age of 18 years and am employed by the City of Redondo Beach, and that the following document: Preservation Commission Regular Meeting Agenda of May 2, 2012
(agenda date)

was posted by me at the following locations on the date and hour noted below:

Posted on: 4/27/2012 at 3:00 PM
(date) (time)

Posted at: City Hall, Door "A", 415 Diamond Street, Redondo Beach

City Clerk's Counter, Door "C", 415 Diamond Street, Redondo Beach


Signature

4/27/12
Date:

**MINUTES OF THE
REDONDO BEACH PRESERVATION COMMISSION
REGULAR MEETING
MARCH 7, 2012**

CALL TO ORDER

A Regular Meeting of the Preservation Commission was called to order at 7:07 p.m. at City Hall, 415 Diamond Street, by Chairperson Gibson.

ROLL CALL

Commissioners Present: Akyuz, Callahan, DeJernett, Fox, Miller-Hack, Smith,
Chairperson Gibson

Commissioners Absent: None

Officials Present: Alex Plascencia, Assistant Planner
Margareet Wood, Recording Secretary

SALUTE TO THE FLAG

Commissioner DeJernett led the members in the salute to the flag.

APPROVAL OF THE ORDER OF AGENDA

Motion by Commissioner Callahan, seconded by Commissioner Miller-Hack, to approve the order of agenda. Motion carried unanimously.

CONSENT CALENDAR

- Approval of Affidavit of posting for the March 7, 2012 Preservation Commission meeting agenda
- Approval of minutes of the November 2, 2011 Preservation Commission meeting
- Receive and file the February 21, 2012 Strategic Plan Update
- Receive and file written communications

ORAL COMMUNICATIONS

None.

Motion by Commissioner Miller-Hack, seconded by Commissioner Callahan, to approve the Consent Calendar. Motion carried unanimously.

PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

None.

EXCLUDED CONSENT CALENDAR

None.

EX PARTE COMMUNICATIONS

Commissioner DeJernett reported that he communicated with State Recreation Department staff members about the Mills Act, with the City Attorney regarding conditions of approval, and with Commissioner Akyuz about a potential ordinance revision.

Commissioner Akyuz reported her discussions with Commissioner DeJernett regarding the preservation ordinance.

Commissioner Callahan reported that she spoke with Mr. Marshall, owner of the property at 229 Avenue C and toured the property.

PUBLIC HEARINGS

A Public Hearing to Consider a Request for Designation of the Building and Property as a Historic Local Landmark at 229 Avenue C

Planner Plascencia presented the staff report with background information including location, zoning, and architectural style and features of the property. He mentioned that the windows are mostly original, and he pointed out the 1925 addition. He concluded by recommending approval of the landmark designation of the house to be named the Lechner House after the original owner, a former business owner and Redondo Beach Board of Trustees president.

Motion by Commissioner DeJernett, seconded by Commissioner Fox, to open the public hearing. Motion carried unanimously.

Applicant Lorie Marshall explained that she and her husband are the second owners of the property and it is their intention to live in the home and continue to research its history in order to maintain and replicate its historical features.

Commissioner Callahan commented on the fact that the original concrete steps and walks are in tact.

In response to Commissioner DeJernett, Daniel Marshall, applicant, answered that the tree roots in front of the house are not invasive roots.

Mr. Marshall explained the work he has done to the property including replacing the electrical system, repainting the house and windows, and replacing the roof.

In response to Commissioner Miller-Hack regarding interior features, Mrs. Marshall stated that the fireplace, bookcases, wood floors, kitchen sink, push-button electrical, glass door knobs, textured walls, front door, bathroom fixtures, heating system, and built-in buffet are all original features.

In response to Commissioner DeJernett, Mr. Marshall answered that he plans to maintain the original interior of the home. One exception, he said, is the kitchen in which original features will be replaced with updated ones of a matching style.

Motion by Commissioner DeJernett, seconded by Commissioner Callahan, to close the public hearing. Motion carried unanimously.

Motion by Commissioner Callahan, seconded by Commissioner DeJernett, to adopt the resolution to approve the local historic landmark designation.

Commissioner DeJernett stated that federal rules require the preservation of historic landmark interiors.

Chairperson Gibson stated that Redondo Beach does not landmark interiors; therefore the landmark is limited to the exterior.

Commissioner Akyuz mentioned that the Redondo Beach preservation ordinance is similar to federal requirements; however as it stands now, it does not actually contain a requirement to preserve interiors. She agreed that the topic of preserving interiors is a concern and should be addressed in the future.

Commissioner DeJernett mentioned a 2011 Mills Act revision, which he said changed a lot of things.

Planner Plascencia stated that the Redondo Beach Municipal Code specifies exteriors only for designation to the local resister, and also that Redondo Beach Mills Act contracts are written only for exteriors.

Commissioner Miller-Hack pointed out that the applicants have owned the property for ten years and they currently maintain many of its original interior pieces and are working to continue to maintain them.

Chairperson Gibson commented on the applicants' enthusiasm for their home and their desire to restore it; and he said he was happy to see the application. He said the Clifton-by-the-Sea area includes quite a few fine landmarks, including airplane-style bungalows, and has been identified as a potential historic district. He hoped that more owners become interested and that Clifton-by-the Sea becomes a historic district.

Commissioner Miller-Hack stated that it seems late to begin changing the rules while voting on an application. She proposed to vote on the application first.

Motion by Commissioner DeJernett, seconded by Commissioner Akyuz, to amend Commissioner Callahan's motion and add conditions of approval to require the owners to provide to the City: copies of a building inspector's report, termite report, photos of the interior and exterior structure, and every five years thereafter provide updated reports to the City.

Commissioner Akyuz agreed that the conditions should be discussed; however not in relation to this application because the applicant would not have been aware of them at the time of application.

Commissioner Miller-Hack agreed.

Commissioner Fox agreed, adding that changing the rules now is not fair.

In response to Commissioner Callahan, who questioned what would happen if the termite report is unfavorable, Commissioner DeJernett responded that would indicate a

non-compliant structure. He said the applicants could apply for a hardship waiver to allow them to devise a plan.

Commissioner Miller-Hack said that although it seems there is some agreement regarding possible future changes, at least four commissioners stated they are uncomfortable with applying them to this particular application.

In response to Commissioner Miller-Hack, Planner Plascencia stated that he will forward a copy of the new 2011 Mills Act requirements to the members.

Commissioner DeJernett said that an important fact is that landmark structures are not being inspected.

Commissioner DeJernett's motion to amend Commissioner Callahan's motion failed by the following vote:

DeJernett - Aye
Akyuz - No
Callahan - No
Fox - No
Miller-Hack - No
Smith - No
Gibson - No

Commissioner Callahan's original motion to approve the landmark designation passed by the following vote:

Akyuz - Aye
Callahan - Aye
Fox - Aye
Miller-Hack - Aye
Smith - Aye
Gibson - Aye
DeJernett - No

UNFINISHED BUSINESS

Discussion Regarding Whether to Require Improvements to Existing Physical Conditions of Buildings Prior to and/or with Landmark Designation of Properties

Planner Plascencia referred to the proposed ordinance included in the packet which he said may be received and filed. He said that a general discussion is allowed; however the specific language is not on the agenda and cannot be discussed. He said the specific language will be listed on the agenda for discussion at the next meeting.

Commissioner Akyuz stated that she brought some proposed ordinance changes and references to federal and State guidelines which she requested to distribute. Planner Plascencia answered that it is important to submit agenda material to staff ahead of

time since agendas are prepared one week prior to the meeting. He said the documents may be received and filed; however it is necessary for the Commission to agree on agenda items for discussion.

Motion by Commissioner Akyuz, seconded by Commissioner DeJernett, to agendize a discussion of proposed changes to the existing preservation ordinance, including documents prepared and submitted by Commissioners Akyuz and DeJernett.

Chairperson Gibson clarified that the proposed agenda item would be considered under the New Business section for the next meeting.

In response to Commissioner Callahan, Planner Plascencia stated that the business item could potentially prevent new proposed contracts from being received.

Commissioner Miller-Hack moved that, in the event of a discussion regarding amending the specifics of the preservation ordinance, that copies of the ordinance are provided to the Commissioners and that they are allowed to discuss specifics of the current ordinance as it stands.

Planner Plascencia clarified that the Commission is an advisory body to Council and that Council sets work projects for staff and commissions. He said the Commission's role is to discuss; and that ordinances must be proposed by Council. He suggested sending a letter from the Commission to City Council stating that the ordinance is a concern and requesting its placement on the strategic plan.

Commissioner Fox expressed concern about the impact of halting applications and he questioned whether current requests are pending.

Planner Plascencia responded that some serious inquiries have been received; however no applications have been filed.

Commissioner Callahan also expressed concern that potential landmark applications could be jeopardized.

Commissioner DeJernett suggested that the added requirements could be added to the conditions of approval.

Commissioner Miller-Hack did not want to apply restrictions to certain applicants. She also did not want to discourage applicants to come forward, nor turn anyone away.

Commissioner DeJernett mentioned a State law requirement to inspect landmarked properties at five year intervals.

Commissioner Fox made a suggestion to obtain an opinion from the City Attorney on how to proceed.

Planner Plascencia said the issue involves multiple departments and he stressed the importance of focusing efforts on high-priority projects, which he said are dictated by City Council.

Commissioner Callahan pointed out that staff reviews and photographs potential landmarked properties as part of the application process and she questioned the process for reporting problems. Planner Plascencia explained that he informs applicants of a recommendation to approve or deny; therefore they have the opportunity to go before the Commission or to correct any problems.

Commissioner Miller-Hack said that discussing possible changes will be a lengthy process. She said that in the meantime applications should be accepted and evaluated based on the current ordinance and that special changes should not be made.

Planner Plascencia recommended forwarding the topic to a subcommittee to discuss and come up with good information for the City Attorney to review. He said it is important to know whether the City is in compliance.

Commissioner Akyuz stated that Redondo Beach has an ordinance, and that changes to the State Mills Act could override that ordinance. She questioned the timeframe for the City Attorney review, to which Planner Plascencia stated that information will probably be available for the next agenda.

Chairperson Gibson stated that the legislature is constantly mandating new requirements and it sounds like the new Mills Act requirements are part of the ongoing process. He questioned whether the topic should be on the next agenda or whether the topic is something for the subcommittee to work on.

Planner Plascencia said the topic will be discussed at a future meeting.

Motion by Commissioner Fox, seconded by Commissioner Callahan, to assign the topic to a subcommittee. Motion carried unanimously.

Commissioner Akyuz' previous motion to agendize a discussion of proposed changes to the existing preservation ordinance, including documents prepared and submitted by Commissioners Akyuz and DeJernett, passed by the following vote:

Akyuz – Aye
Callahan – Aye
DeJernett – Aye
Fox – Aye
Miller-Hack – Aye
Gibson – Aye
Smith – No

Preservation Commission Nominations and Appointment to Subcommittees

Chairperson Gibson explained that up to three members may hold working meetings between public commission meetings. He named the following existing committees and members:

Education/Incentive – Gibson
Legislative – Miller-Hack
Minor Alterations – DeJernett, Miller-Hack, Callahan
Historic Landscapes/Redondo Stairway – DeJernett, Gibson
Historic Survey – Akyuz, Callahan
Historic District – Callahan, Akyuz

The following members volunteered to serve on the existing committees:

Legislative – DeJernett, Akyuz
Redondo Stairway - Fox
Minor Alterations - Fox
Survey Update – Survey Update
Historic District – Historic District

Motion by Commissioner Miller-Hack, seconded by Commissioner Callahan, to approve the subcommittee appointments. Motion carried unanimously.

NEW BUSINESS

None.

SUBCOMMITTEE REPORTS

None.

COMMISSION ITEMS AND REFERRALS TO STAFF

Commissioner Miller-Hack requested updated commissioner contact information. She also requested copies of the current preservation ordinance and the update to the Mills Act.

Commissioner Callahan stated that she will be out of the country and she requested a schedule of projected meetings prior to April 1.

Commissioner Fox introduced himself and provided a brief biography.

ITEMS FROM STAFF

Referring to the Planning Department interdepartmental review memorandum dated January 18, 2012, Planner Plascencia stated there were no items specifically related to the Commission. He announced that a recent item of business was an agreement between the City and the Historical Society for use of the Morrell House.

In response to Commissioner Akyuz, Planner Plascencia said that comments and questions on the strategic plan may be directed to him and that he will report back.

ADJOURNMENT

Chairperson Gibson adjourned the meeting at 8:48 p.m. to the next regular meeting on May 2, 2012.

Respectfully submitted,

Alex Plascencia
Assistant Planner



Administrative Report

Council Action Date: April 17, 2012

To: MAYOR AND CITY COUNCIL

From: WILLIAM P. 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 1, 2012; 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 1, 2012, 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 first of the March 1, 2012 Strategic Planning session's six-month objectives. The next Strategic Planning Retreat will be held on September 13, 2012.

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, Environmental Responsibility, 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

Item #6

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.

April 17, 2012

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 Mayor and City Council's portion of the FY 2011-2012 Adopted Annual Budget.

Submitted by:



William P. Workman, City Manager

Attachments:

- Strategic Plan Update - Six-Month Objectives dated April 17, 2012
- Water Quality Implementation Matrix dated April 17, 2012
- Green Task Force Implementation Matrix dated April 17, 2012
- Major City Facilities Priority List dated June 2007

CITY OF REDONDO BEACH STRATEGIC OBJECTIVES

March 1, 2012 - August 15, 2012

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

THREE-YEAR GOAL: VITALIZE THE WATERFRONT AND ARTESIA CORRIDOR			
WHEN	WHO	WHAT	COMMENTS
			STATUS
			<input type="checkbox"/> DONE <input type="checkbox"/> ON TARGET <input checked="" type="checkbox"/> X <input type="checkbox"/> REVISION TARGET <input type="checkbox"/> REVISED
1. By May 1, 2012	City Manager	Obtain a Financial Advisory to advise the City Council by July 1, 2012 on financing options for a Harbor Area Park.	Representation to the City Council being developed
2. By June 30, 2012	City Manager	Present to the City Council for action a license agreement for the temporary use of Mole B by Chevron Corp permitting transport of refinery equipment.	
3. By June 30, 2012	HBT Director	Develop a RFP for a Master Developer for the Waterfront Revitalization Project and present to the City Council for action.	
4. By June 30, 2012	City Engineer	Present a budget response report to the City Council for funding options for renaming Artesia Boulevard.	
5. By July 1, 2012	City Manager	Present to the City Council for consideration a March 2013 ballot measure to fund a Harbor Area Park.	
6. By August 15, 2012	City Manager, working with the Artesia Blvd Working Group	Complete and present to the City Council for action a Mini Strategic Plan for Artesia Boulevard.	
7. By August 15, 2012	HBT Director, working with the City Council	Complete Phase I of the selection process for a Master Developer for the Waterfront Revitalization Project.	
8. By August 15, 2012	HBT Director	Present to the City Council an update on implementation of the Harbor Enterprise Business Plan and Waterfront Revitalization.	

<p>FUTURE: By December 31, 2012</p>	<p>HBT</p>	<p>Recommend to the City Council for action a Master Developer for the Waterfront Revitalization Project</p>																																																																																																																																																																																																																						
<p>FUTURE: By _____</p>	<p>City Engineer</p>	<p>Present to the City Council for direction a preliminary plan and cost for the renaming of Torrance Boulevard.</p>																																																																																																																																																																																																																						

THREE YEAR GOAL: IMPROVE FINANCIAL VIABILITY AND EXPANDE ECONOMIC OPPORTUNITIES

WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REMOVED	
1. At the April 3, 2012 City Council meeting	City Attorney	Provide legal advice to the Mayor and City Council regarding legal ramifications of the Council and/or individual Council members advocating specific positions to State agencies and the general public regarding AES re-powering.				
2. On April 10, 2012	City Council	Hold a workshop with State regulators and Edison Corporation to review the State application process for re-powering the AES facility and to consider policy direction.	X			
3. At the April 17, 2012 City Council meeting	ACM	Present to the City Council for action a revised hotel lease, with financing, for the Marine Avenue site.			X	Transaction documents in development.
4. By May 1, 2012	ACM	Complete Phase I of the Gallena Opportunities Progress Report and present a report to the City Council.				
5. By June 30, 2012	ACM	Recommend to the City Council for action implementation of PERS contract amendments for second tier retirement benefits.		X		Ordinance introduced April 3, 2012. Second tier will take effect June 28, 2012

THREE YEAR GOAL: IMPROVE PUBLIC FACILITIES AND INFRASTRUCTURE					
WHEN	WHO WILL	WHAT	STATUS	COMMENTS	
			ON TARGET	REVISIONS	
1. At the March 20, 2012 City Council meeting	RCS Director, working with the City Attorney	Present to the City Council for consideration agreements for the use of the Edison Rights-of-Way.	X		North RB Bike Path Agreement Approved Other Edison agreements pending
2. At the April 3, 2012 City Council meeting	PW Director and City Engineer	Report to the City Council on an interagency organization to handle outstanding issues with Southern California Edison.			
3. By May 1, 2012	RCS Director, working with the Redondo Beach Chamber of Commerce (Leadership Redondo 2010)	Present to the City Council for consideration the MOU and plans and specifications for construction of the new Veterans Park events facility.	X		Status Report Provided at April 3, 2012 City Council Meeting
4. By August 15, 2012	City Engineer, working with the PW Director	Present to the City Council for consideration options for low impact stormwater development ordinance(s) pending Water Board approval of new NPDES permit.	X		Meeting with Stormwater Committee to take place in May 2012.
5. By August 15, 2012	ACM, working with the Police Chief and City Engineer	Present to the City Council for consideration preliminary cost estimates and financing options for construction of a new Police Station.			

THREE-YEAR GOAL: INCREASE ORGANIZATIONAL EFFICIENCY AND EFFECTIVENESS

WHEN	WHO	WHAT	HOW	WHEN	WHERE	COMMENTS
				MONITORING TARGET	PERIOD	REMARKS
1. By March 31, 2012	FS Director	Distribute to each employee the full cost of their City position.		X		
2. At the April 3, 2012 City Council meeting	City Clerk (lead), IT Director and City Engineer	Develop plans for Phase II of Council Chambers improvements, including automation of the agenda process.				
3. By May 1, 2012	PW Director, working with Redondo Beach Unified School District	Present to the City Council for action a mowing agreement for RBUSD-owned athletic playing fields.				
4. On May 15, 2012, for one hour prior to the City Council meeting	City Council and Redondo Beach Unified School District Board	Discuss joint use agreement for sewer fees, all athletic fields, parking near the schools, and use of school facilities.				
5. By May 15, 2012	Planning Director, with the Police Chief and RCS Director	Recommend to the City Council for consideration a policy regarding the use of food trucks during special events and TUP (Temporary Use Permit) activities.				
6. By May 15, 2012	City Manager, with the Beach Cities Health District	Participate in Phase II of the Vitality City Program and provide an update to the City Council.				
7. By May 15, 2012	Assistant to the City Manager	Recommend to the City Council for action leases with the Redondo Beach Unified School District for 200 N. PCH and Franklin Park.				

8. By June 30, 2012	Assistant to the City Manager	Recommend to the City Council for action the completion of a property transaction with Redondo Beach Unified School District involving the Senior Center and parking lot at Lincoln School and the City parking lot at 152 nd and Felton.				
9. By July 1, 2012	Assistant to the City Manager	Develop and present to the Department Directors at least three additional tools to communicate with employees and develop at least three employee recognition opportunities.				
10. At the July 3, 2012 City Council meeting	ACM	Develop and recommend to the City Council for action a revised Employee Training Plan consistent with the Succession Plan.				
11. By July 15, 2012	PW Director, working with Redondo Beach Unified School District staff	Complete the electrical project at Alta Vista and Anderson Parks.				
12. At the August 7, 2012 City Council meeting	City Clerk	Prepare and present to the City Council for consideration a measure for the March 2013 ballot to revise purchasing and contracting limits.				
13. By August 15, 2012	IT Director and FS Director	Update the MUNIS financial system to the most current version and implement the enhancements included in the fourth contract amendment.				

THREE YEAR GOAL: MAINTAIN A HIGH LEVEL OF PUBLIC SAFETY			
WHEN	WHO	WHAT	COMMENTS
		DOES IT MEET THE TARGET?	REVISIONS NEEDED
1. At the April 17, 2012 City Council meeting	Planning Director and City Attorney	Present to the City Council for consideration options for regulation of short-term vacation rentals.	
2. By July 15, 2012	Fire Chief, working with the City Manager	Conduct an evacuation drill of the City Hall campus for evacuation procedures and critical incidents that may occur inside City buildings.	X The Special Services, Division Chief is currently reviewing & revising existing plans for relevancy.
3. By July 15, 2012	Fire Chief (lead), HBT Director and Building Engineer	Facilitate final stakeholder meeting regarding moorings and implementation of a proposed management plan and make a recommendation(s) to the City Council for action.	X A third meeting was held in February with the Harbor stakeholders. Solicited final input and last Stakeholder meeting is scheduled for April 12 th 2012. Final input will be incorporated and presented to City Council for adoption.
4. By August 15, 2012	Police Chief, working with the City Attorney	Present to the City Council for consideration an update to the 1987 Redondo Beach Bail Schedule.	
5. By August 15, 2012	Police Chief, working with the Planning Director, City Attorney and City Prosecutor	Make recommendations to the City Council for action to revise the City's Animal Control Codes.	
6. By August 15, 2012, contingent upon Federal authorization	Police Chief (lead), Fire Chief, Library Director and City Engineer	Coordinate and have installed an emergency generator at the Main Library for EOC (Emergency Operations Center) expansion.	
7. By August 15, 2012	Police Chief, working with the IT Director and PW Director	Ensure installation of the jail surveillance video camera system.	

8.	By August 15, 2012	Fire Chief	Develop and implement a "Managing Volunteers" component for the CERT Program and CERT Alumni.	X			The Fire Dept. Special Services, Division Chief along with our Area G Disaster Manager have developed this program and is scheduled for Program delivery on April 14, 2012.
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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 RBUSD Environmental Programs: Direct staff to reach out to the Redondo Beach Unified School District (RBUSD) 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 2011 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

RECOMMENDATION	LEAD	PROGRESS	STATUS			TARGET DATE	COMMENTS
			DONE	ON TARGET	FUTURE		
<p>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.</p>	ENG			X			LED streetlight fixtures installation complete along Artesia Blvd., the Esplanade, and in Riviera Village.
<p>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.</p>	HBT			X			06-22-10 - CC Adopted Resolution to participate in LA CO AB-811 program.
<p>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.</p>	ACM					X	
<p>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.</p>	HBT					X	NRBBA 'Dine Around Artesia' held May 19, 2011.
<p>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.</p>	ENG					X	Staff coordinated implementation of pilot "Walking School Bus" programs in conjunction with Vitality City focus.
<p>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.</p>	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>	RES						
<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>	SANB						
<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				<p>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.</p>

Water Quality Task Force
Recommendations Implementation Matrix

RECOMMENDATION	LEAD	PROGRESS	STATUS		TARGET DATE	COMMENTS
			DONE	ON TARGET		
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**

04-17-12

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				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. <i>Especially at water areas south of the Redondo Municipal Pier</i>	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. <i>Implement Harbor Leases parking lot sweeping program</i>	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			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. Coordinate with West Basin Water District's existing program	Engineering						
17 Hot Line (9a) Establish a Water Quality Hot Line for public reporting of concerns. Establish a web link to the WQTF Plan and matrix	Engineering		X		Jul-08		Project completed. (PW investigating marketing of hotline)
18 Ongoing Water Quality Task Force (9a) Staff report needed to determine how to continue the WQTF through either the Harbor Commission or Public Works Commission	Harbor / Engineering	No new progress					Planning Stage
19 Continuous Deflection Separation Units (9a) Evaluate possibility of installing additional CDS units on all waterfront discharge storm drains. Photos of annual cleaning will be posted	Engineering						
20 Non-profit formation (9a) Consider creation of a 501(c)3 organization to assist in grant funding development.	City Manager / City Attorney						For Budget Consideration FY 2012-13
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.	X		Jun-08		For Budget Consideration 501(c)3 created, website - www.cleanwaterfrontredondo.org
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.					For Budget Consideration FY 2012-13

Water Quality Task Force
Recommendations Implementation Matrix

RECOMMENDATION	LEAD	PROGRESS	STATUS		TARGET DATE	COMMENTS
			DONE	ON TARGET		
23 Develop & Implement BMPs for Bait Barges (9b) Ensure that bait barges are properly disposing of waste .	Fire / Harbor / Engineering / Public Works	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.	X			Project Completed
24 Develop & implement BMPs for Fuel Dock (9b) Ensure that fuel docks within King Harbor employ BMPs while conducting business.	Harbor / Fire	Presented to Harbor Commission on 09/08/08.	X		Dec-08	BMPs approved by CC - November, 2008. Pamphlets distributed 12/08
25 Develop & Implement BMPs for Boaters (9b) Encourage and educate boaters in BMPs for boating.	Harbor	Presented to Harbor Commission on 09/08/08.	X		Dec-08	BMPs approved by CC - November, 2008. Pamphlets distributed 12/08
26 Develop & Implement BMPs for Boat Yards & Maintenance Facilities (9b) Adopt CASOA's BMPs and ensure they are followed.	Harbor	Presented to Harbor Commission on 09/08/08.	X		Dec-08	BMPs approved by CC - November, 2008. Pamphlets distributed 12/08
27 Design & Construct Harbor Circulation Improvements (9b) Study improving circulation methods and utilize power plant intake lines.	Engineering			X	TBD	For Budget Consideration FY 2012-13
28 Develop & Implement a program to insure that BMPs applicable to the beach and pier area are fully utilized (9b) Aggressively adhere to all LARWQCB TMDLs	Public Works		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						
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.				TBD	For Budget Consideration FY 2012-13
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					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			X			Prop 84 RFP from State due in September 2012.
34 Street & Harbor Lease Hold Sweeping ** Coordinate with businesses for sweeping	Harbor	PW, Harbor, & Fire held a Red Tide Response Drill for City crews & volunteers September 27, 2007. Policies and ordinances from other jurisdictions being collected. Staff discussing current practices with leaseholders.	X				Project Completed
35 Web Page Update ** Monthly updated posting to the City website	Engineering			X			Planning Stage
							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

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, \$288,495 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

<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>
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

Facility	Square Footage	Cost Est.	Proposed Location	Financing Opportunities	Current Status	Factors
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



**Planning Department
Memorandum**

TO: Preservation Commission

FROM: Alex Plascencia, Assistant Planner *AP*

DATE: April 27, 2012

SUBJECT: New Business- Item 8

There will be a draft letter for your review sent electronically on Tuesday May 1st, 2012, or available hard copy at City Hall, for this section of the agenda. Please call me with any questions you may have regarding this item at 310. 372.1171 x 2405.

Item #8



**CITY OF REDONDO BEACH
PLANNING DEPARTMENT**

INTERDEPARTMENTAL REVIEW MEMORANDUM

DATE: March 20, 2012

TO: Jeff Townsend/John Mate/Steve Huang/Mazin Azzawi (Engineering Department)
 Steve Shiang (Building Department)
 Ward Kinsman (Fire Department)
 Don Martinez (Police Department) *(Non-residential projects)*
 Tim Shea (Public Works Department) *(New Commercial and condo projects with 5 or more units)*

FROM: Lina Portolese, Planning Technician

SUBJECT: The following projects were submitted to the Planning Department on Monday, March 12, 2012. Please review the attached plans and prepare a memo outlining your comments, concerns, and/or suggested conditions regarding the project.

Please provide your comments by Friday March 30, 2012.

PROPERTY ADDRESS			
623 Elvira Ave.	Construction of a 2-unit residential condominium project (Vesting Tentative Parcel Map previously approved)	Categorically Exempt	Marianne Gastelum x2460
1906 Ernest Ave.	Construction of a 2-unit residential condominium project	Categorically Exempt	Alex Plascencia x2405
901 N. Catalina Ave.	Amendment to the previous approval for the construction of a new commercial retail center	Categorically Exempt	Alex Plascencia x2405
525 Earle Ln.	Operation of grades 9 through 10 within an existing private school facility	Categorically Exempt	Alex Plascencia x2405
2809 190 th St.	Construction of a 20-unit residential condominium project	Negative Declaration	Marianne Gastelum X2460
100 Fisherman's Wharf "H"	Amendment to a Conditional Use Permit to extend the hours of operation for an existing restaurant	Categorically Exempt	Aaron Jones x2200

Cc Memo Only:

Aaron Jones, Planning Director
 Alex Plascencia, Assistant Planner
 Marianne Gastelum, Assistant Planner
 Anita Kroeger, Associate Planner
 Mark Campbell, Building Regulations Manager

Mike Gin, Mayor
 Steve Aspel, District 1
 Bill Brand, District 2
 Pat Aust, District 3

Steven Diels, District 4
 Matt Kilroy, District 5
 Bill Workman, City Manager
 Peter Grant, Assistant City Manager



**CITY OF REDONDO BEACH
PLANNING DEPARTMENT**

INTERDEPARTMENTAL REVIEW MEMORANDUM

DATE: April 25, 2012

TO: Jeff Townsend/John Mate/Steve Huang/Mazin Azzawi (Engineering Department)
 Steve Shiang (Building Department)
 Ward Kinsman (Fire Department)
 Don Martinez (Police Department) *(Non-residential projects)*
 Tim Shea (Public Works Department) *(New Commercial and condo projects with 5 or more units)*

FROM: Lina Portolese, Planning Technician

SUBJECT: The following projects were submitted to the Planning Department on Monday, April 9, 2012. Please review the attached plans and prepare a memo outlining your comments, concerns, and/or suggested conditions regarding the project.

Please provide your comments by Monday May 7, 2012.

PROPERTY ADDRESS			
506 N. Juanita Ave.	Construction of a 2-unit residential condominium project	Categorically Exempt	Marianne Gastelum x2460
507 N. Lucia Ave.	Construction of a 2-unit residential condominium project	Categorically Exempt	Marianne Gastelum x2460
2220 Vanderbilt Ln.	Construction of a 3-unit residential condominium project	Categorically Exempt	Alex Plascencia x2405
811 N. Catalina Ave., #1312	Operation of a personal convenience service providing guided segway tours	Categorically Exempt	Anita Kroeger x2248
1300 S. Pacific Coast Hwy.	Operation of an aerobic training studio	Categorically Exempt	Anita Kroeger x2248

Cc Memo Only:

Aaron Jones, Planning Director
 Alex Plascencia, Assistant Planner
 Marianne Gastelum, Assistant Planner
 Anita Kroeger, Associate Planner
 Mark Campbell, Building Regulations Manager

Mike Gin, Mayor
 Steve Aspel, District 1
 Bill Brand, District 2
 Pat Aust, District 3

Steven Diels, District 4
 Matt Kilroy, District 5
 Bill Workman, City Manager
 Peter Grant, Assistant City Manager