

**AGENDA – REGULAR MEETING
PRESERVATION COMMISSION OF THE CITY OF REDONDO BEACH
WEDNESDAY, JULY 3, 2013 - 7:00 P.M.
REDONDO BEACH CITY COUNCIL CHAMBERS
415 DIAMOND STREET**

**City Clerk –
Packet for scanning**

I. OPENING SESSION

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

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 Regular Meeting of July 3, 2013.
5. Approval of the following Minutes: Regular Meeting of May 1, 2013.
6. Receive and file the Strategic Plan Update dated May 21, 2013.
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. Discussion and make recommendation to City Council on compliance with AB 654 Mills Act inspections.

RECOMMENDATION: Receive and file. Discuss and make recommendation to the City Council.

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 4, 2013** 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.

June 27, 2013

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 Assistant Planner 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 July 3, 2013, Regular Meeting of the City of Redondo Beach Preservation Commission on June 27, 2013, in the following locations:

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



Alex Plascercia
Assistant Planner

**MINUTES OF THE
REDONDO BEACH PRESERVATION COMMISSION
REGULAR MEETING
MAY 1, 2013**

CALL TO ORDER

A regular meeting of the Preservation Commission was called to order at 7:05 p.m. at City Hall, 415 Diamond Street, by Chairperson Gibson.

ROLL CALL

Commissioners Present: Akyuz, Callahan, DeJernett, Penner-More, Chairperson Gibson

Commissioners Absent: Miller-Hack
Alex Plascencia, Assistant Planner
Margaret Wood, Recording Secretary

SALUTE TO THE FLAG

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

APPROVAL OF THE ORDER OF AGENDA

Motion by Commissioner Callahan, seconded by Commissioner DeJernett, to approve the order of agenda. Motion carried unanimously.

CONSENT CALENDAR

- Approval of affidavit of posting for the May 1, 2013 Preservation Commission meeting agenda
- Approval of minutes of the November 7, 2012 Preservation Commission meeting
- Receive and file the April 16, 2013 Strategic Plan Update
- Receive and file written communications

ORAL COMMUNICATIONS

None.

Motion by Commissioner Callahan, seconded by Commissioner DeJernett, to approve the Consent Calendar. Motion carried unanimously.

EXCLUDED CONSENT CALENDAR

None.

PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

None.

EX PARTE COMMUNICATIONS

None.

PUBLIC HEARINGS

None.

UNFINISHED BUSINESS

Preservation Commission Nominations and Election of Chair and Secretary

Chairperson Gibson welcomed Commissioner Penner-More to the Commission.

Commissioner Akyuz declared her intention not to run for office citing the reason that she did not want to create a conflict of interest by her potential work on the historic survey.

Chairperson Gibson advised that Commissioner Callahan's nomination for chairperson stands from the previous meeting in November 2012; and he called for additional nominations. No additional nominations were made.

Chairperson Gibson then opened nominations for the position of Secretary.

Commissioner Callahan nominated Commissioner DeJernett for the position of Secretary.

Commissioner Callahan was unanimously elected to the position of Chairperson.

Commissioner DeJernett was unanimously elected to the position of Secretary.

Chairperson Gibson said the new officers would assume their positions at the close of the meeting.

NEW BUSINESS

Redondo Beach Preservation Ordinance: Related Laws and Practices

Commissioner Akyuz provided information on the following topics and displayed website addresses for further research:

- Purpose of Ordinance
- Basis for Criteria
- 4.201 Designation Criteria
- Criteria Framework
- Basic Criteria
- State Criteria Framework
- Cultural Resources Management
- Federal Criteria Framework
- How Cultural Resources are Recorded – State Historical Resources Inventory
- Secretary of the Interior Standards

Commissioner Akyuz then displayed a sample State of California Department of Parks and Recreation Primary Record form, as well as a Location Map and Sanborn Map.

Planner Plascencia mentioned that the information is also available on the City website as part of the Preservation Commission agenda packet.

Commissioner DeJernett supported a requirement for Certificate of Appropriateness applicants to declare which type of preservation practice they intend to follow.

Planner Plascencia stated it is within the Commission's purview to request preservation plans for all projects and to request architects to specify what will be removed, repaired, maintained, or fixed.

Commissioner DeJernett said that Redondo Beach is the only South Bay city that administers Mills Act contracts, adding that some cities assign a historic building designation.

SUBCOMMITTEE REPORTS

Chairperson Gibson read the existing subcommittee member rosters and invited Commissioner Penner-More to join any subcommittee without three members.

Education

Commissioner Callahan requested permission to recycle the outdated landmark booklets by distributing them to local third grade classrooms in the fall semester.

Commissioner DeJernett spoke in favor of a requirement for owners to provide restoration plans which would be approved and followed up on by Building and Safety personnel and the Preservation Commission.

Commissioner DeJernett reported that he learned from the City Attorney's office that inspections will not be required on historic property approvals made prior to the 2012 law. He reported that City staff is currently working on a related upcoming strategic plan item.

In response to Commissioner Akyuz, Planner Plascencia stated that the initial term for Mills Act contracts in Redondo Beach is ten years, with renewals occurring annually thereafter. He believed that only contracts in violation may be opened.

Commissioner DeJernett stated that according to the City Attorney's office, the City – not the homeowner – is required to perform historic property inspections.

Commissioner DeJernett reported that he also discussed Brown Act requirements with the City Attorney and was reminded that impromptu meetings of two or three members can be a violation depending upon the circumstance.

Planner Plascencia stressed the importance of not discussing future agenda items such as potential landmark properties.

Commissioner DeJernett reported that the proposed preservation ordinance modifications he presented to the City Attorney did not receive support.

Commissioner DeJernett stated that City staff will add requirements for inspections, sketches, and termite reports to the standard Mills Act Contract.

In response to Commissioner Akyuz, Planner Plascencia stated that Mills Act contracts are set and approved by City Council; and that Preservation Commission recommendations for additions will be considered. He suggested that recommendations could be prepared in July for the September strategic plan workshop.

Commissioner Akyuz requested an item on the next agenda to discuss proposed Mills Act contract additions.

Planner Plascencia planned to email the existing Mills Act contract to the members. He explained that Preservation Commission recommendations will be presented to City Council for consideration and that Planning and City Attorney staff will evaluate proposed changes. He said that Mills Act contracts vary by city.

Legislative

Commissioner Akyuz stated that the property at 1000 Esplanade was deemed a categorical exclusion, and she felt the property deserves an "A" rating.

Survey Update

Commissioner Akyuz recalled previous discussions about drafting college student volunteers to gather survey information and about her proposal to assist. She questioned the status of those discussions. Planner Plascencia recommended pursuing the topic at a subcommittee meeting.

Commissioner Callahan said she would like to see the letters to college professors go out.

Upon inquiry, Planner Plascencia stated that he was unsure whether the survey update was discussed at the last strategic planning workshop. He said it is possible for an item to be listed on the strategic plan without allocated funding. He said that staff support would need approval.

Chairperson Gibson recommended assembling a related recommendation in preparation for the next strategic planning workshop on September 12.

Historic District Formation:

Chairperson Gibson distributed a proposed list of properties for the Garnet Street Historic District. He recalled that a meeting in June 2011 generated much enthusiasm from residents, and he questioned the process for moving forward. He mentioned that the prior district application template is not available.

Commissioner Akyuz recommended assembling district and individual primary record forms and maps.

Chairperson Gibson mentioned that the application will ultimately be approved by Planning Department staff.

Commissioner Akyuz suggested adjusting the national register nomination form for local use. She offered to prepare the site records.

Commissioner DeJernett volunteered to distribute historic district information door to door on Garnet Street and Carnelian Street.

Chairperson Gibson suggested holding another information night in the district.

COMMISSION ITEMS AND REFERRALS TO STAFF

Chairperson Gibson reported that a recent historic preservation presentation by the Riviera Garden Club received much interest. He mentioned that the City of Torrance does not currently have a historic preservation ordinance.

ITEMS FROM STAFF

Planner Plascencia pointed out the list of Planning Commission projects contained in the agenda packet. He also announced that one Commissioner opening is available to attend the current California Preservation Foundation conference.

Planner Plascencia commended Chairperson Gibson for his ten years of public service, his excellent wisdom, and his superb knowledge.

ADJOURNMENT

Chairperson Gibson adjourned the meeting at 8:47 p.m. to the next regular meeting on July 3, 2013.

Respectfully submitted,

Alex Plascencia
Assistant Planner



Administrative Report

Council Action Date: May 21, 2013

To: MAYOR AND CITY COUNCIL

From: WILLIAM P. WORKMAN, CITY MANAGER

Subject: STRATEGIC PLAN UPDATE ON SIX-MONTH OBJECTIVES, WATER QUALITY IMPLEMENTATION MATRIX, SUSTAINABILITY/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 February 21, 2013; 2) the Water Quality Implementation Matrix; 3) the Sustainability/Green Task Force Priority Matrix; and 4) the Major City Facilities Priority List.

EXECUTIVE SUMMARY

On February 21, 2013, 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 Sustainability/ Green Task Force Priority Matrix and the Major City Facilities Priority List are also provided. This current update is the second of the February 21, 2013 Strategic Planning session's six-month objectives. The next Strategic Planning Retreat will be held on September 12, 2013.

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 2007, the fourth three-year plan was developed with new goals and objectives. A fifth three-year plan was developed on March 3, 2010. Finally, the sixth three-year strategic plan was developed on February 21, 2013. The following are the five strategic plan goals for 2013-2015. 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.

Sustainability/ 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 Sustainability/ 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

May 21, 2013

the City Council during adoption of the Fiscal Year 2007-2008 Budget on June 19, 2007.

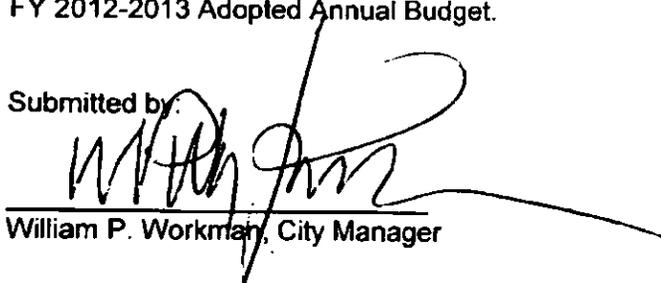
COORDINATION

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, Sustainability/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 2012-2013 Adopted Annual Budget.

Submitted by:



William P. Workman, City Manager

Attachments:

- Strategic Plan Update - Six-Month Objectives dated May 21, 2013
- Water Quality Implementation Matrix dated April 16, 2013
- Sustainability/ Green Task Force Implementation Matrix dated November 20, 2012
- Major City Facilities Priority List dated June 2007

CITY OF REDONDO BEACH  **SIX-MONTH STRATEGIC OBJECTIVES**
 February 21, 2013 – September 1, 2013

ACM=Assistant City Mgr CD=Community Development FS=Financial Services PW=Public Works RTCS= Recreation, Transit and Community Services WED=Waterfront and Economic Development

THREE-YEAR GOAL: VITALIZE THE WATERFRONT AND ARTESIA CORRIDOR						
WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. At the March 12, 2013 City Council meeting	WED Dir.	Present to the City Council for action CenterCal's conceptual site plan and financial plans for the waterfront, including Redondo Beach Marina Acquisition Plan.	X			
2. At the March 19, 2013 City Council meeting	PW Dir.	Present to the City Council for consideration a report on process costs and potential names for renaming Torrance Blvd.	X			
3. At the March 19, 2013 City Council meeting	Asst. to the CM and CD Dir. (co-leads), working with the City Attorney	Present to the City Council for action a plan to engage with AES and the community post-election.	X			Follow-on action underway
4. At the April 16, 2013 City Council meeting	City Manager and Asst. to the City Mgr., working with the Artesia Working Group	Complete and present to the City Council for consideration a Mini Strategic Plan, including the potential renaming of Artesia Blvd.				
5. At the April 16, 2013 City Council meeting	PW Dir. and WED Dir.	Present to the City Council for action Herondo/Harbor Gateway Improvement Project plan options.	X			
6. At the June 4, 2013 City Council meeting	Harbor Master and City Attorney	Recommend to the City Council for action regulations related to paddle sports in King Harbor.				HM/Fire has completed its review. Input has been provided to City Atty.; awaiting draft regulation for review.
7. At the June 4, 2013 City Council meeting	ACM, working with Forest City and the City Attorney	Present to the City Council for action the land swap for the new Transit Center.			X	August

8. At the June 25, 2013 City Council meeting	WED Dir. and CD Dir.	Present to the City Council for action CenterCal's detailed site plan for waterfront development and initiate the CEQA environmental review process		X		
9. September 1, 2013	PW Dir. and WED Dir.	Present to the City Council for action final plans and specifications for the Moonstone Park area development.		X		
10. FUTURE OBJECTIVE _____	WED Dir.	Present to the City Council for consideration an update to the Harbor Business Plan reflecting current challenges and opportunities.	X			
11. FUTURE OBJECTIVE _____	PW Dir. – lead, WED Dir., Fire Chief, Harbor Master	Develop the Phase 2 Plan for transient vessel moorings, including land side boater amenities.				Fire/HM has reviewed current regulations on moorings; no additional collaboration has occurred with Fire/HM.

THREE-YEAR GOAL: IMPROVE FINANCIAL VIABILITY AND EXPAND ECONOMIC OPPORTUNITIES						
WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. At the March 19, 2013 City Council meeting	Finance Dir. and Fire Chief	Present to the City Council for action an ordinance for film permitting in Redondo Beach.	X			Going to Council on May 21, 2013
2. At the March 19, 2013 City Council meeting	Asst to the CM and City Attorney, working with the PUC	Report to the City Council on the PUC long-term Power Purchase Agreement Process.				
3. At the March 19, 2013 City Council meeting	Asst. to the CM and the City Attorney	Present to the City Council for consideration the submission to the California Energy Commission (CEC) of a city application for "intervener status" on the AES permit application.		X		
4. At the April 2, 2013 City Council meeting	City Attorney	Provide legal advice to the Mayor and City Council regarding the legal ramifications and opportunities for oil drilling in Redondo Beach.				
5. At the June 18, 2013 City Council meeting	City Manager –lead, Finance Dir., City Treasurer, City Attorney	Report to the City Council on options for the process by which a Utility Users Tax (UUT) or equivalent, including the amount of revenue that can be levied on the power plant.				
6. At the June 20, 2013 Planning Commission meeting	CD Director	Present a draft update of the Housing Element to the Planning Commission for consideration and a recommendation to the City Council.		X		
7. At the August 20, 2013 City Council meeting	CD Director	Present to the City Council for consideration amendments to the City's conditional use permit requirements and improvement(s) to the conditional use permit process to enhance the city's business friendliness.		X		
8. September 1, 2013	ACM, working with Forest City	Develop and present to the City Council for consideration a strategy for the future of South Bay Galleria.				

THREE-YEAR GOAL: IMPROVE PUBLIC FACILITIES AND INFRASTRUCTURE						
WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. At the March 19, 2013 City Council meeting	PW Director	Present to the City Council for consideration a scope of work and cost schedule for Phase III of Riviera Village streetscape improvements.	X			
2. June 1, 2013	City Manager, Finance Dir., and City Treasurer	Prepare and submit to the City Council for consideration a Budget Response Report with recommendations on the process for the development of an implementation plan for financing and construction of the new public safety facilities.		X		
3. July 1, 2013	PW Director, working with the RTCS Dir and Community Services Dir.	Report to the City Council on the feasibility of utilizing Beach Cities Health District (BCHD) grant funding for implementation of a pilot Community Garden Project at Wylie Sump.		X		
4. At the July 16, 2013 City Council meeting	RTCS Dir., working with the CD Dir., Planning Commission and Public Arts Commission	Evaluate mechanisms for private development projects to fund public art and report the results to the City Council.		X		
5. September 1, 2013	PW Director, working with the Police Chief and CD Dir	Complete security improvements at City facilities.		X		
6. September 1, 2013	RTCS Dir., in consultation with other Beach Cities Transit member cities and with input from the community, including a public hearing	Study the feasibility of providing express bus service on Route 102, from the Green Line Metro Station to the Pier, and make a recommendation to the City Council for action.				

THREE-YEAR GOAL: INCREASE ORGANIZATIONAL EFFECTIVENESS AND EFFICIENCY						
WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. May 1, 2013	Asst to the City Manager	Implement a new Employee Orientation Program.			X	June
2. June 1, 2013	City Clerk	Complete implementation of the automated agenda system and voting module.		X		
3. June 1, 2013	CM and ACM	Complete a Budget Response Report assessing future Human Resources Dept. needs and operational changes and make recommendations to the City Council for action.	X			
4. June 1, 2013	CM, working with a Library Working Group	Complete a Budget Response Report assessing future Library Dept. needs and operational changes and make recommendations to the City Council for action.	X			
5. June 1, 2013	CM, working with the IT Dir.	Prepare a Budget Response Report to fund a city website upgrade and present to the City Council for action.		X		
6. July 1, 2013	City Clerk – lead, CM City Attorney	Complete orientation of new elected public officials.		X		
7. July 15, 2013	City Manager	Hire a new Finance Director.		X		
8. August 1, 2013	ACM, working with employee associations	Complete medical insurance recommendations and present to the City Council for action.		X		
9. August 1, 2013	City Clerk – lead, City Attorney, CM, Finance Dir.	Complete orientation of the new city treasurer.		X		
10. September 1, 2013	Finance Director	Recommend to the City Council for action an ordinance to change the city's purchasing limit.		X		
11. At the Sept. 3, 2013 City Council meeting	Police Chief, working with the City Attorney	Present to the City Council for consideration an update to the 1987 Redondo Beach Bail Schedule.				

THREE-YEAR GOAL: MAINTAIN A HIGH LEVEL OF PUBLIC SAFETY						
WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. May 1, 2013	Police Chief	Hire 14 new police officers.				
2. July 15, 2013	Police Chief, RTCS Dir, and Mayor	Form Homeless Task Force.		X		
3. July 15, 2013	Police Chief, working with the IT Dir. and PW Dir.	Install the jail surveillance video camera system.		X		
4. At the August 6, 2013 City Council meeting	Police Chief, working with the CD Dir., City Attorney, City Prosecutor	Make recommendations to the City Council for action to revise the City's Animal Control codes.		X		Staff is reviewing the LA County animal code to determine which sections should be included in RB. Staff has compared RBMC to LA County Title X to determine which RBMC sections should be retained.
5. September 1, 2013	Police Chief – lead, Fire Chief, Library Dir., PW Dir.	Coordinate and install an emergency generator at the Main Library for the EOC (Emergency Operations Center) expansion.		X		
6. September 1, 2013	CD Dir. and City Attorney	Recommend to the City Council for action amendments to the Mills Act (historic preservation) contracts to provide for five-year inspections and cost recovery.		X		

**Sustainability/Green Task Force
Recommendations Implementation Matrix**

11-20-12

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 2013-14 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		5/23/12 - City staff conducted training program w/RBUSD students on stormwater quality management in the form of BMPs for restaurants.
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.

**Sustainability/Green Task Force
Recommendations Implementation Matrix**

11-20-12

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.

**Sustainability/Green Task Force
Recommendations Implementation Matrix**

11-20-12

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., the Esplanade, 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 annually in May.
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			Staff coordinated implementation of pilot "Walking School Bus" programs in conjunction with Vitality City focus.
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		

**Sustainability/Green Task Force
Recommendations Implementation Matrix**

11-20-12

RECOMMENDATION	LEAD	PROGRESS	STATUS			TARGET DATE	COMMENTS
			DONE	ON TARGET	FUTURE		
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.	RCS				X		
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.	HBT				X		
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.	HBT				X		
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.	ENG			X			On 10-02-12 the City Council received and filed the Aviation Blvd. Bicycle Lane Preliminary Engineering Study final report.

**Water Quality Task Force
Recommendations Implementation Matrix**

04-16-13

	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**

04-16-13

	RECOMMENDATION	LEAD	PROGRESS	STATUS			TARGET DATE	COMMENTS
				DONE	ON TARGET	FUTURE		
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 2013-14
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 2013-14
10	Parking Lot Debris Catchers (9a) Initiate pilot program for small catch basin debris filters. <i>Implement Harbor Leasee 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		X		TBD	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 2013-14

**Water Quality Task Force
Recommendations Implementation Matrix**

04-16-13

	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 2013-14
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			X	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 cleaning will be posted</i>	Engineering				X	TBD	For Budget Consideration FY 2013-14
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	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.			X	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.			X	TBD	For Budget Consideration FY 2012-13

**Water Quality Task Force
Recommendations Implementation Matrix**

04-16-13

	RECOMMENDATION	LEAD	PROGRESS	STATUS			TARGET DATE	COMMENTS
				DONE	ON TARGET	FUTURE		
23	Develop & Implement BMPs for Bait Barges (9b) Ensure that bait barges are properly disposing of waste .	Fire / Harbor / Planning / 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 CASQA'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
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**

04-16-13

	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 2013-14
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.			X	TBD	For Budget Consideration FY 2013-14
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		Seeking grant opportunities Ongoing
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	TBD	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

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 Brach 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 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

ROBERT DeJERNETT
Commissioner Legislative Committee
Preservation Commission

June 10, 2013

TO: Alex Plescencia
Planning Department

SUBJECT; Revisions to Mills Act

Attached are my recommendations to the City Council for adoption into the Specific Plan. They need to be sent to the Preservation Commission for review and approval with a recommendation to the City Council for approval.

Due to the complexity of the proposals, they should be sent to the Commissioners about 7 days prior to the July meeting so that they will have adequate time to review them.

Let me know if you want me to review the recommendations with the Planning Department.

ROBERT DeJERNETT
Commissioner Legislative Committee
Preservation Commission

May 12, 2013

It is requested that the Preservation Commission review, approve and forward to the City Council the following recommendations to amend the city Preservation Ordinance, the application for a Certificate of Appropriateness and the Mills Act.

These changes are necessitated by changes in 2012 to California Government Code sections 50280-50290 relating to the Mills Act, which now requires cities and counties to perform inspections of landmark homes every five years. Previously inspections were to be carried out by the State Dept of Parks and Recreation, the assessors office and the Board of Equalization. Unfortunately none of these agencies, in the lifetime of the program, ever inspected a historic structure . Responsibility for the inspections and certification that owners are maintaining structures in accordance with Federal Guidelines now rests solely with the city. It is our duty to revise our ordinances to reflect these new responsibilities.

**LEGISLATIVE COMMITTEE
PRESERVATION COMMISSION
CITY OF REDONDO BEACH**

by Robert DeJernett, commissioner

March 1, 2013

PROLOG

**AMENDMENT OF THE PRESERVATION ORDINANCE AND MILLS ACT
CONTRACTS**

Prior to the enactment of AB 654 on September 7, 2011 the Mills Act required the Board of Equalization, the Assessors Office and the State Department of Parks and Recreation to inspect and report on the condition of landmark homes. It was reported to me by Shannon Lauchner, California Office of Historic Preservation that **no one** in the state has ever inspected and reported on the condition of historic homes. The means no we don't know if any of the landmark homes still exist, have not been modified far beyond what is allowed or are in a state of collapse due to rot, insects or aggressive vegetation. The consequence of this is that the taxpayers who subsidize this program, may have been cheated out of large sums of money by uncaring or unscrupulous owners. It is the obligation of the Preservation Commission, who investigates and approves landmark designations, to make sure that they are not being cheated as the city has a fiduciary responsibility to the tax payers.

AB 654 (Govt Code 50280-50290) mandates in section 50281 (b)(2) "for an inspection of the interior and exterior of the premises by the city, county, or city and county, prior to a new agreement, and every five years thereafter, to determine the owner's compliance with the contract".

The City of Redondo is **not** in compliance with this law. In order to save the cost to the city for enforcing these rules, I propose that the burden of reporting be shifted to the property owner. It is estimated that the costs would be around \$300 every five years and should not be a burden on the owner. In accordance with good maintenance practices a number of checkpoints have been identified, which should be addressed in the inspection report.

A number of sources were used to prepare the proposed amendments to the ordinance. Among these are the U.S. Dept. Of the Interior guidelines for historic structures, California Office of Historic Preservation Technical Assistance Series 14 "Drafting Effective Historic Preservation Ordinances, the City of San Francisco Preservation Ordinance, Alameda County Preservation Ordinance, City of San Diego Preservation ordinance, the City of Pasadena Preservation Ordinance and the City of New Orleans Preservation Ordinances. All of the above are existing laws.

The purpose of the proposed ordinance or Mills Act contracts is to provide a way for the property owner to bear the costs of the inspections with a minimal burden on the city. Should it appear probable that administrative or other costs above the inspection report fees, then the city should impose a modest "Landmark Inspection Fee" on the owner.

5

May 13, 2013

**AMENDMENT TO APPLICATION FOR CERTIFICATE OF
APPROPRIATENESS**

As part of the application for a Certificate of Appropriateness, the applicant shall include a signed inspection report prepared by a licensed building inspector and a termite inspection prepared by a licensed exterminator.

The inspection report will include discussion of the following items:

1. Building elements so attached that they may fall and injure members of the public or property.
2. Deteriorated or inadequate foundation.
3. Defective or deteriorated flooring.
4. Members of ceiling or supports, roofs or other horizontal members, walls, partitions or other vertical supports which sag, split or buckle due to defective materials or deterioration.
5. Fireplaces or chimneys which list, bulge or settle due to defective materials, settlement or deterioration.
6. Deteriorated or ineffective waterproofing of exterior walls, roofs, foundations, floors or broken windows or doors.
7. Defective or lack of weather protection for exterior wall coverings, lack of paint or weathering due to ineffective protective coverings.
8. Any fault, defect or deterioration in the building which renders it structurally unsafe or not properly watertight.
9. Faulty electrical wiring or plumbing which propose a hazard to the structure.
10. Improper drainage and rain gutters which may cause water to pond against the building or which will allow water to leak into or under the structure.
11. Infestation by termites or other destructive insects.
12. A licensed chimney contractor shall be contacted to provide an inspection report on the chimney to determine if it is usable and able to sustain a moderate earthquake.

The inspector will photograph all sides of the structure including the roof, if possible, the interior, ancillary structures and all problem areas. A sketch showing the approximate location of the structures on the property will be included. A copy of the report will be given to the owner with a signed original copy being sent to the City of Redondo Beach Planning Department.

Should the structure found to be in noncompliance with the U.S. Dept of Interior Guidelines for the Preservation of Historic Structures, the owner will prepare a preservation plan detailing the work to be performed to bring the structure up to D.I. Guidelines. For all repairs costing more than \$1,000 or involving the removal of historic materials or repainting the structure, trim, or outbuildings, the owner will obtain the services of an architect, preservation contractor, color historian or other qualified preservation specialist to prepare a restoration plan and a schedule for the completion of repairs which will be included in the application package for the approval of the Preservation Commission. The plan will become a part of the construction permit.

The owner will also prepare a 5 year plan detailing proposed modifications to the structure which will up grade its historical qualities.

If the City Planning Department, Building Department, Fire Department or the City Preservation Commission has reason to believe that a resource is being neglected and subject to damage from fire, weather, deterioration or vandalism, they shall direct the Planning Department staff to meet with the owner or other person having legal custody and control of the resource and to discuss with them the ways to improve the conditions of the property. Failure to ameliorate problems may result in cancellation of the contract.

LEVELS OF PRESERVATION, U.S. DEPT OF INTERIOR GUIDELINES

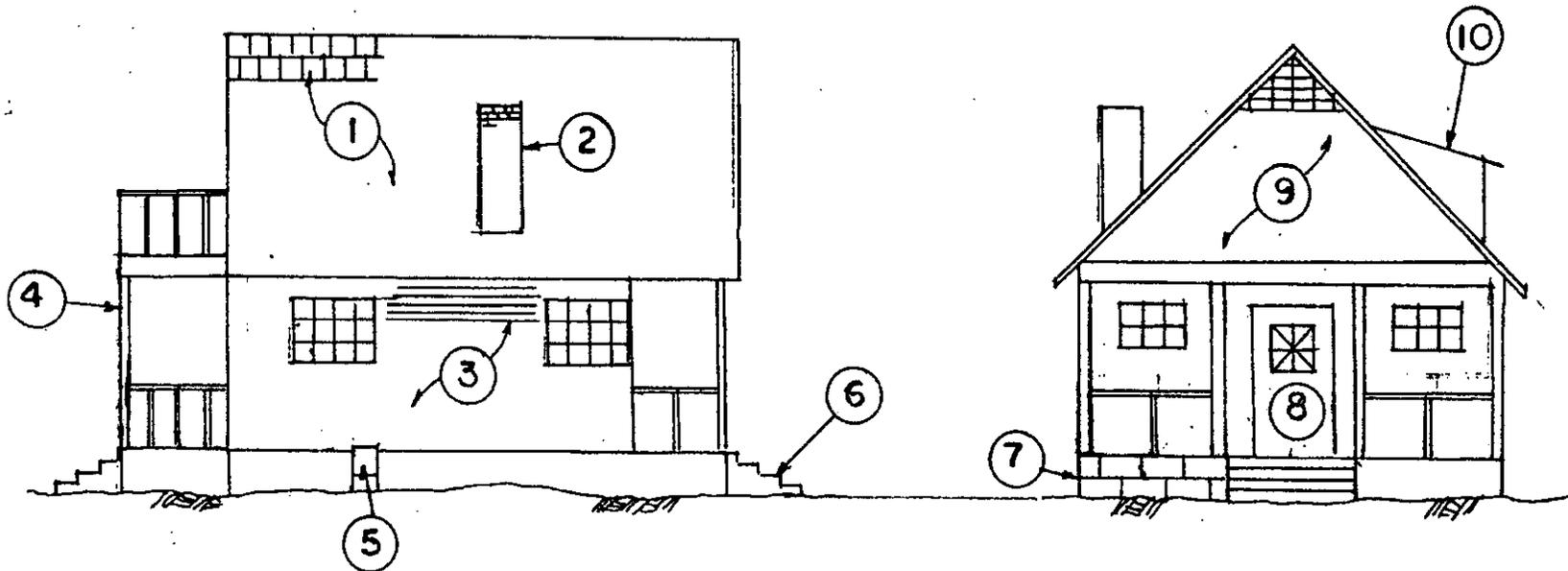
1. **PRESERVATION** - requires retention of the greatest amount of historic fabric, along with the building historic form, features and detailing as they have evolved over that time.
2. **REHABILITATION** - rehabilitation standards acknowledge the need to alter or add to a historic building to meet continuing or new uses while retaining the building's historic character.
3. **RESTORATION** - allows for the depiction of a building at a particular time in its history by preserving materials from the period of significance and removing materials from the period of significance and removing materials from other periods.
4. **RECONSTRUCTION** - the reconstruction standards establish a limited framework for the re-creating a vanished or non-surviving building with new materials, primarily for interpretive purposes.

SAMPLE PRESERVATION PLAN

Restorer will specify the level (Preservation, Rehabilitation, Restoration or Reconstruction) of preservation to be used. All work is to be noted on the plan. U.S. Dept of Interior Guidelines for Preserving, Rehabilitation, Restoring and Reconstructing of Historic Buildings will be followed.

Construction to be performed can be designated by numbers and tabulated on the plan. For example: (1) Replace roof, (2) Repoint chimney, (3) Replace wood and paint siding, (4) Repair deck, (5) Relocate gas meter, (6) Replace stairs, (7) Repair foundation, (8) Repaint front door, (9) Restore decorative trim, (10) Construct shed dormer.

How and with what each of the tasks is to be done must be detailed. Repainting must be done with colors suitable to the period of time the structure was constructed. All materials used must be appropriate for the period of the structure.



May 12, 2013

AMENDMENT TO MILLS ACT CONTRACT

E. Owner, in consideration for abiding by the terms of this Agreement, shall be entitled to qualify for a reassessment of valuation of the Historic Property, pursuant to the provisions of Chapter 3, Part 2, Division 1 of the California Revenue and Taxation Code, and any corresponding adjustment in property taxes resulting therefrom.

Whereas, it is the City's expectation that the Owner will use the property tax savings accrued under this Agreement for improvements to the "Historic Property". To that end, as a condition of renewal, the City will require a revised schedule of improvements every five years showing a plan for the improvements commensurate with the tax savings.

6. PERIODIC EXAMINATIONS AND REPORTING. Owner agrees to permit the periodic examination, by prior appointment, of the interior and exterior of the Historic Property by the County Assessor, The State Department of Parks and Recreation, the State Board of Equalization and the city as may be necessary to determine the Owner's compliance with the terms and provisions of this Agreement. Owner agrees to provide the city with a report as to the status of the Historic property every five years within thirty (30) days following the anniversary of the Effective Date of this Agreement. The report will provide substantiation reasonably satisfactory to the City's Historic Preservation Planner or in his/her absence the Director of Community Development that Owner has completed required maintenance work within the 5 year period preceding the fifth anniversary of this Agreement and whether the Historic Property has undergone any changed conditions, and whether Owner has received any public funds from toher sources designated for the preservation or maintenance of Historic Property and from whom such funds have been received.

The inspection report will, as a minimum, address the following issues:

1. Building elements so attached that they may fall and injure members of the public or property.
2. Deteriorated or inadequate foundation.
3. Defective or deteriorated flooring.
4. Members of ceiling or supports, roofs or other horizontal members, walls, partitions or other vertical supports which sag, split or buckle due to defective materials or deterioration.
5. Fireplaces or chimneys which list, bulge or settle due to defective materials, settlement or deterioration.
6. Deteriorated or ineffective waterproofing of exterior walls, roofs, foundations, floors or broken windows or doors.
7. Defective or lack of weather protection for exterior wall coverings, lack of paint or weathering due to ineffective protective coverings.

8. Any fault, defect or deterioration in the building which renders it structurally unsafe or not properly watertight.
9. Faulty electrical wiring or plumbing.
10. Improper drainage and rain gutters which may cause water to pond against the building or which will allow water to leak into or under the structure.
11. Infestation by termites or other destructive insects. An inspection by a licensed termite control company may be required.
12. A licensed chimney contractor shall be contacted to provide an inspection report on the chimney to determine if it is usable and able to sustain a moderate earthquake.

The inspector will photograph all sides of the structure including the roof, if possible, the interior, ancillary structures and all problem areas. A copy of the report will be given to the owner with a signed original copy being sent to the City of Redondo Beach Planning Department.

Should the structure found to be in noncompliance with the U.S. Dept of Interior Guidelines for the Preservation of Historic Structures, the owner will prepare a preservation plan detailing the work to be performed to bring the structure up to D.I. Guidelines. For all repairs costing more than \$1,000 or involving the removal of historic materials or repainting the structure, trim or outbuildings, the owner will obtain the services of an architect, preservation contractor, color historian or other qualified preservation specialist to prepare a restoration plan and a schedule for the completion of repairs which will be included in the application package for the approval of the Preservation Commission. The plan will become a part of the construction permit.

The owner will also prepare a 5 year plan detailing proposed modifications to the structure will upgrade its historical qualities.

If the City Planning Department, Building Department, Fire Department or the City Preservation Commission has reason to believe that a resource is being neglected and subject to damage from fire, weather, deterioration or vandalism, they shall direct the Planning Department staff to meet with the owner or other person having legal custody and control of the resource and to discuss with them the ways to improve the conditions of the property. Failure to ameliorate problems may result in cancellation of the contract.

PAYMENT OF INSPECTION FEE: The Owner shall pay the City an inspection fee for each required inspection of the Historic Property for the purpose of covering the reasonable cost of performing required inspections as work in completed. Said fee shall be payable to the City of Redondo Beach and shall be remitted to the Planning Division upon demand and prior to the required inspection. The amount of the annual inspection fee shall be established by the City and may be revised from time to time, which fee shall be set forth in the City's Master Schedule of Fees and Charges.

ALTERNATE APPLICATION OF THE MILLS ACT CONTRACT

The County of Los Angeles and the City of Redondo Beach are struggling with revenue shortfalls which is affecting a number of important programs. A Mills Act contract can reduce the taxes on a property by as much as 50%. This represents a significant loss of income for government agencies. The problem is that neither the county nor the city know for certain that the tax savings are being used to maintain the structure, in fact most of the structures considered for a Mills Act contract by the Preservation Commission are in very good condition. Some cities are taking the position that only those structures badly in need of repair will be considered for a Mills Act contract. A good example would be the house at 225 South Francisca Street which was recently approved for a Certificate of Appropriateness. The ones who don't get a certificate or a plaque stating that the building is a historic structure.

If the Commission decides that an application for a Certificate of Appropriateness will enable the preservation of a historic home then the request will be approved for a Mills Act Contract. Historic structures not in dire need of preservation will be recognized as city "Historic Structures" and will be given a certificate or a plaque so stating.

The Preservation Commission needs to consider whether or not the Mills Act is a viable program considering the condition of County and City finances. It is commonly believed that a Mills Act contract is nothing more than a cash cow.

The Commission needs to make a recommendation.

May 12, 2013

**PROPOSED REVISION TO HISTORIC RESOURCES PRESERVATION
ORDINANCE**

The Preservation Commission recommends that the City Council modify the Historic Resources Ordinance as follows:

BACKGROUND

The Mills Act, prior to enactment of AB 654, assigned responsibility for the supervision of landmark structures to the County Assessor, Board of Equalization and the State Department of Parks and Recreation. The truth of the matter is that none of these agencies ever inspected or reported on any landmark structures.⁵ This allowed potential grievous damage to be done by neglect, inappropriate modifications and outright demolition. In September 2011 AB 654 changed Government Code Sections 50280-50290 to charge cities and/or counties with the responsibility of inspecting and reporting on structures every 5 years. The City of Redondo Beach has been in violation of that law since 2011.

Because of reduced staffing, resources and time the Planning Department cannot properly evaluate historic structures being applied for landmark approval. The burden of proof should fall on the applicant. The Planning Department and Preservation Commission needs sufficient detailed information on the structure to determine whether or not it is a suitable candidate for a certificate of appropriateness. One of the proposed amendments will provide the data at no cost to the city.

Currently the city has no way of monitoring the maintenance of the building subsequent to the issuance of landmark status. The responsibility of maintaining the structure and the reporting of the maintenance schedule should be on the owner. It is proposed that the following amendments be made to the cities preservation ordinances.

1. **AMENDMENT OF SECTION 10-4.402 (b)**

The following conditions will be added:

(b)(1) All new applications for a certificate of appropriateness will include an inspection report by certified building and termite inspectors in conformance with the Department of Interior Guidelines for the Preservation and Restoration of Historic Structures. Inspection will include, but not limited to the checklist in Sec 10.4.702. Photographs of the exterior and interior of the structure and a plot plan showing the approximate location of the structure on the lot and other buildings will be provided. Should the structure found to be in noncompliance with the U.S. Dept of Interior Guidelines for the Preservation of Historic Structures, the owner will obtain the services of an architect, preservation contractor or

other qualified preservation specialist to prepare a restoration plan to be included in the application package for the approval of the Preservation Commission. The plan will become part of the construction permit.

2. **ADD THE FOLLOWING TO SECTION 10-4.702**

Every 5 years, on the anniversary of the Mills Act Contract, the property will be subject to an inspection by City Inspectors to determine if the property is being maintained in accordance with the Department of Interior Guidelines. The cost of inspections to be paid for by the property owner. Copies of these reports may be passed on to the State of California Department of Parks and Recreation and the State Board of Equalization for review. All deficiencies in the inspection report must be taken care of within a period of 6 months. The applicant may apply for Economic hardship relief per Sec 10-4.402(d) should it be necessary.

3. **AMEND SECTION 10-4.702 AS FOLLOWS:**

Delete existing ordinance and add

All designated Historic Resources shall be preserved against decay and deterioration, kept in a state of good repair and free from structural defects. The purpose of this section is to prevent an owner or other person having legal custody and control over a property from facilitating demolition of a Historic Resource by neglecting it and by permitting damage to it by any cause whatsoever..

In the event that the property elects to enter into a Mills Act contract with the city the following will apply. Consistent with all other state and city codes requiring that buildings and structures be kept in good repair, the owner or other person having legal custody and control of a property shall repair such building or structure if it is found to have any of the following defects:

1. Building elements so attached that they may fall and injure members of the public or property.
2. Deteriorated or inadequate foundation.
3. Defective or deteriorated flooring.
4. Members of walls, partitions or other vertical supports that split, lean, list or buckle due to defective material or deterioration.
5. Members of ceilings, roofs, ceiling or roof supports or other horizontal member which sag, split or buckle due to defective materials or deterioration.
6. Fireplaces or chimneys which list, bulge or settle due to defective material, settlement or deterioration.
7. Deteriorated, crumbling or loose exterior plaster.
8. Deteriorated or ineffective waterproofing of exterior walls, roofs, foundations or floors, including broken windows or doors.

9. Defective or lack of weather protection for exterior wall coverings, including lack of paint, or weathering due to lack of paint or other protective coverings.
10. Any fault, defect or deterioration in the building which renders it structurally unsafe or not properly water watertight.
11. Faulty electrical wiring which may cause a fire.
12. Faulty plumbing which can leak and cause damage to the structure.
13. Improper drainage and rain gutters which may cause water to pond against the building or which will allow water to leak into the structure.
14. Infestation by termites or other destructive insects.
15. A licensed chimney contractor shall be contacted to provide an inspection report on the chimney to determine if it is usable and able to sustain a reasonable earthquake.

NOTIFICATION OF INSPECTION REPORT

The City of Redondo Beach will notify the landmark owner on the anniversary of the Mills Act contract that an inspection is required. Owner has 30 days to comply with the requirement or be subject to a noncompliance investigation. Failure to present an inspection report and make the improvements recommended there in will cause the issuance of a Noncompliance Certificate. A noncompliance certificate will trigger the cancellation of the Mills Act which will be sent to the County Assessors Office, the Board of Equalization and the State Department of Parks and Recreation.

The inspector will photograph all sides of the house including the roof, if possible, the interior, ancillary structures and all problem areas. A copy of the report will be given to the owner with a signed original copy being sent to the Redondo Beach Planning Dept.

If the City Planning Department, Building Department, Fire Department or the City Preservation Commission has reason to believe that a Resource is being neglected and subject to damage from fire, weather, deterioration or vandalism, they shall direct Planning Department staff to meet with the owner or other person having legal custody and control of the Resource and to discuss with them the ways to improve the condition of the property. If no attempt or insufficient effort is made to correct any noted conditions thereafter, the Preservation Commission may, at a noticed public hearing make a formal request that the Planning Department or other appropriate department or agency take action to require corrections of defects in the Resource in order that such Resource may be preserved in accordance with this article.