

AGENDA
REDONDO BEACH HARBOR COMMISSION
Monday, January 11, 2016, 6:30pm
REDONDO BEACH CITY COUNCIL CHAMBERS
415 DIAMOND STREET

OPENING SESSION

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

I. APPROVAL OF ORDER OF AGENDA

II. BLUE FOLDER ITEMS

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

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 Members may request that any Consent Calendar item(s) be removed, discussed, and acted upon separately. Items removed from the Consent Calendar will be taken up under the "Excluded Consent Calendar" section below. Those items remaining on the Consent Calendar will be approved in one motion following Oral Communications.

4. APPROVAL OF AFFIDAVIT OF POSTING FOR THE HARBOR COMMISSION MEETING OF JANUARY 11, 2016

5. APPROVAL OF THE FOLLOWING MINUTES: DECEMBER 14, 2015

6. APPROVAL OF CONTRACT UNDER \$35,000 – MARINE TECH FOR H DOCK REPAIRS (FROM PREVIOUS CITY COUNCIL MEETING ON 12/15/15) (NO STAFF REPORT REQUIRED)

7. APPROVE SECOND AMENDMENT TO MANAGEMENT SERVICES AGREEMENT BETWEEN THE CITY OF REDONDO BEACH AND LANDMARK ACQUISITION COMPANY CONSENTING TO THE ASSIGNMENT OF THE AGREEMENT TO LEONARDO MARINA MANAGEMENT, INC. (FROM PREVIOUS CITY COUNCIL MEETING ON 1/5/16, ITEM H.7)

IV. EXCLUDED CONSENT CALENDAR ITEMS

V. 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.

VI. EX PARTE COMMUNICATIONS

VII. PUBLIC HEARINGS

VIII. ITEMS FOR DISCUSSION PRIOR TO ACTION

8. QUARTERLY REPORT FROM HARBOR PATROL

Staff recommendation: Receive and file

**9. QUARTERLY SUBMITTAL OF CITY STRATEGIC PLAN UPDATE:
(FROM PREVIOUS CITY COUNCIL MEETING ON 12/15/15, ITEM H15)**

Staff recommendation: Receive and file

10. DIRECTOR'S REPORT

Staff recommendation: Receive and file

XII. ITEMS CONTINUED FROM PREVIOUS AGENDAS

XIII. MEMBERS ITEMS AND REFERRALS TO STAFF

XIV. ADJOURNMENT

The next meeting of the Harbor Commission of the City of Redondo Beach will be a regular meeting to be held February 8, 2016, in the Redondo Beach Council Chambers, 415 Diamond Street, Redondo Beach, California.

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

An Agenda Packet is available at www.redondo.org under the City Clerk. Agenda packets are available at the Redondo Beach Main Library during Library Hours, at the Reference Desk and during City Hall hours in the Office of the City Clerk. Any writings or documents provided to a majority of the Harbor Commission regarding any item on this agenda will be made available for public inspection at the City Clerk's Counter at City Hall located at 415 Diamond Street, Door C, Redondo Beach, CA during normal business hours.

PROOF OF POSTING

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

Agenda – Redondo Beach Harbor Commission

Regular Meeting of January 11, 2016

Posted on: January 6, 2016 at 1:00 pm

Posted at: DOOR "A" BULLETIN BOARD

and CITY CLERK'S OFFICE


Signature

1/6/16
Date

**MINUTES OF THE
REDONDO BEACH HARBOR COMMISSION MEETING
DECEMBER 14, 2015**

CALL TO ORDER

A regular meeting of the Harbor Commission was called to order at 6:35 p.m. in the City Council Chambers, 415 Diamond Street, by Chairperson Bloss.

ROLL CALL

Commissioners Present: Bloss, Callahan, Dalton, D. Jackson, M. Jackson, Keidser, Shaer

Commissioners Absent: None.

Officials Present: Laurie Koike, Waterfront/Economic Development Manager
Stephen Proud, Waterfront/Economic Development Director
Margareet Wood, Recording Secretary

SALUTE TO THE FLAG

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

APPROVAL OF ORDER OF AGENDA

The motion by Commissioner Callahan and seconded by Commissioner D. Jackson to approve the order or agenda was unanimously approved.

CONSENT CALENDAR

4. Approval of Affidavit of Posting for the Harbor Commission Meeting of December 14, 2015
5. Approval of the following minutes: November 9, 2015
6. Adopt Resolution No. CC-1512-098, Approving Free Parking within the Pier and Plaza Parking Structures for the 2015 Holiday Season – During the Hours of 8AM to 10PM from December 12, 2015-January 2, 2016
7. Approve Contract with Rocky Post DBA On The Wing Falconry Service for Project Services in the Amount Not to Exceed \$70,000 for the Term of December 1, 2015 – November 30, 2016
8. Approve Amendment No. 1 with Kosmont & Associates, Inc. for Real Estate Consulting Services to Increase Amount of Contract to \$250,000 and Extend the Term to December 31, 2016

Motion by Commissioner D. Jackson and seconded by Commissioner Keidser to approve the Consent Calendar.

Gina Dipietro, resident, did not support the approval of Consent item 7, Contract with Rocky Post DBA On The Wing Falconry Service for Project Services. She recommended exploring alternative methods for nuisance bird abatement. She

said the Great Blue Heron is protected by California Fish and Wildlife and the Brown Pelican was removed from the endangered species list in 2009.

Commissioner D. Jackson's motion to approve the Consent Calendar was unanimously approved.

EXCLUDED CONSENT CALENDAR ITEMS

None.

PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

Marcy Guillermo, resident, mentioned the upcoming harbor proposal which will come before the Harbor Commission. She said beach-related activities are a priority and she urged the Commissioners to consult their mission statement. She did not agree with the proposal and the addition of a movie theater. She mentioned traffic on PCH and 190th Street and she believed the draft EIR statement regarding minimal-to-no impact is not accurate. She requested the Commissioners to become familiar with the proposal and vote in the best interest of Redondo Beach. She said the economics of the project are not in the best interest of the City.

Ms. Dipietro said that many pier merchants speak as though CenterCal is already in charge of their leases. She recommended reconsidering the proposal, adding that Redondo Beach has an outstanding opportunity to give back to veterans who are in need of housing and other resources. She said the opinion of some that feeding the homeless is a nuisance is noteworthy. She agreed with Ms. Guillermo and supported water activities as a priority for the harbor.

ITEMS FOR DISCUSSION PRIOR TO ACTION

Director's Report

Director Proud reported the following:

- City Hall will be closed December 23 through January 3.
- Falcon contract - activity will begin soon, the birds will begin flying 4 days/week; and 2 days/per week later on. Staff has been assured other bird species will not be negatively impacted.
- Dock repairs – contract approval on December 15, repairs to dock near boat hoist, scope of work to Council later in January.
- Small hand launch – removed from water for repair, gangway also removed from water, upcoming weather patterns will be assessed to determine replacement date.
- EIR process – 2 public workshops were well attended, purpose of meetings is to solicit comments on the EIR document, public can also submit comments via email and mail, staff will sort comments and begin preparing response on January 19, EIR expected to come before the Harbor Commission in April, CenterCal project totals 500,000 sq. ft.

- Lease updates – recent Council approvals for Cinco de Mayo and The Shrimp Lover restaurants, 2 additional leases for office space scheduled for approval on January 19

In response to Chairperson D. Jackson, Manager Koike stated that harbor signage is divided into 2 projects: an overall signage package and the SUP signage. She anticipated the SUP signage will be ready by mid-January and a map will be available for the next meeting showing the best SUP areas.

In response to Commissioner Dalton, Director Proud said the pier was not damaged in the recent storm.

Chairperson Bloss recommended addressing the upcoming strategic plan at the February Harbor Commission meeting and she requested the members to think about items they wish to bring forward.

Motion by Commissioner Keidser and seconded by Commissioner D. Jackson to approve the Director's Report.

In response to Ms. Guillermo regarding the CenterCal project square footage, Director Proud said that topic will be addressed formally as part of the response to public comments. He said the project as described in the EIR does not include parking structure square footage - consistent with past City practice.

Commissioner Keidser's motion was unanimously approved.

ITEMS CONTINUED FROM PREVIOUS AGENDAS

None.

MEMBERS ITEMS AND REFERRALS TO STAFF

Commissioner Dalton commented on the recent successful boat parade event.

The motion by Commissioner Keidser and seconded by Commissioner Shaer to adjourn was unanimously approved.

Chairperson Bloss adjourned the meeting at 7:10 p.m.

Respectfully submitted,

Stephen Proud
Waterfront and Economic
Development Director



Administrative Report

Council Action Date: JANUARY 5, 2016

To: MAYOR AND CITY COUNCIL

From: STEPHEN PROUD, WATERFRONT & ECONOMIC DEVELOPMENT DIRECTOR

Subject: SECOND AMENDMENT TO MANAGEMENT SERVICES AGREEMENT BETWEEN THE CITY OF REDONDO BEACH AND LANDMARK ACQUISITION COMPANY CONSENTING TO THE ASSIGNMENT OF THE AGREEMENT TO LEONARDO MARINA MANAGEMENT, INC.

RECOMMENDATION

Approve the Second Amendment to Management Services Agreement Between the City of Redondo Beach and Landmark Acquisition Company for the assignment of the Agreement from Landmark Acquisition Company to Leonardo Marina Management, Inc., and authorize the Mayor to execute on behalf of the City.

EXECUTIVE SUMMARY

Under an Management Services Agreement (the "Agreement") approved by the City Council on February 21, 2012, and amended for the first time on May 6, 2014, Landmark Acquisition Company, operating as Leonardo Property Management ("Leonardo"), manages various commercial properties at the Waterfront, which include Pier Plaza, International Boardwalk, 200 – 250 Fisherman's Wharf on the Pier, and the Redondo Beach Marina.

As part of the First Amendment to the Agreement, the City modified the insurance and indemnity provisions of the Agreement. This Second Amendment will allow the assignment of the Agreement to Leonardo Marina Management, Inc, a wholly owned subsidiary Leonardo, which will solely manage Fisherman's Wharf, Pier Plaza, International Boardwalk and the Marina. The creation and assignment of the Agreement to this new entity will facilitate the procurement of an insurance policy that will meet the City's amended insurance and indemnity requirements.

BACKGROUND

In following the vision established by Council's adopted Harbor Enterprise Business Plan and Asset Management Plan, the City purchased the former Pier Plaza and International Boardwalk leaseholds in 2012 and the Redondo Beach Marina leasehold in 2014. Through a competitive Request for Proposal process, the City selected Landmark Acquisition Company, dba Leonardo Management, to provide oversight

Attachment(s):

- Management Services Agreement Between the City of Redondo Beach and Landmark Acquisition Company
- First Amendment to Management Services Agreement Between the City of Redondo Beach and Landmark Acquisition Company
- Second Amendment to Management Services Agreement Between the City of Redondo Beach and Landmark Acquisition Company

All supporting documentation for **Consent Items**

can be found online at the City's website

www.redondo.org

under the corresponding City Council Meeting

city offices/city clerk/agenda & minutes

City Council Meeting

January 5, 2016

Item H7

REDONDO BEACH HARBOR PATROL STATISTICS

2015 YTD	MONTH												TOTALS
CATEGORY	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	
DISPATCHED													
VESSEL ACCIDENT	3	0	1	0	0	0	0	0	0	0	0	0	4
VESSEL IMPOUND	0	0	0	0	0	0	0	0	0	1	0	0	1
ESCORTING	1	0	3	0	1	1	0	0	0	1	1	0	8
SEA LIFE DISPOSAL	31	39	48	25	7	6	2	1	3	1	6	3	172
POLLUTION	1	1	3	1	2	4	1	1	0	1	1	1	17
MAYDAY	9	7	12	7	6	4	11	18	15	22	20	9	140
WATER RESCUE	0	0	0	0	1	1	5	5	1	11	6	1	31
ROCK RESCUE	0	0	0	0	0	0	0	0	0	0	3	0	3
VESSEL SINKING	1	1	1	3	2	1	0	4	0	0	1	0	14
FIRE RESPONSE	5	3	2	2	2	5	5	4	3	3	8	4	46
MEDICAL AID	11	12	11	2	4	7	8	25	11	9	16	23	139
PD ASSIST	1	2	4	3	3	2	2	5	14	6	3	1	46
AGENCY ASSIST	5	1	3	1	2	2	3	1	2	20	10	4	54
NON-DISPATCHED													
ANCHORAGE PERMIT	4	2	6	3	4	12	17	15	13	30	23	3	132
MOORING PERMIT	12	6	13	20	15	12	14	18	25	23	14	6	178
COMMERCIAL INSPECTION	0	0	0	0	0	1	0	0	0	0	0	0	1
OVERHANG INSPECTION	2	4	2	6	5	4	3	2	2	25	12	1	68
ILLEGAL MOORING	5	4	5	3	4	2	3	3	4	7	6	3	49
MARINE ENFORCEMENT ACTIVITY													
SUP - RULES OF THE ROAD	27	31	41	42	28	26	47	50	111	42	18	43	506
SUP - PFD	12	21	17	32	20	23	27	31	53	64	55	12	367
SUP - ILLEGAL LAUNCHING	6	7	3	4	2	1	3	9	3	0	10	3	51
SUP - SWIMMING	2	1	3	4	10	7	22	38	269	14	15	0	385
VESSEL - RULES OF THE ROAD	0	6	4	1	3	1	2	6	15	9	40	12	99
VESSEL - PFD	1	1	4	2	4	1	2	5	20	4	7	5	56
VESSEL - REGISTRATION	7	12	9	3	5	5	7	5	13	15	20	11	112
SPEEDING	5	8	12	7	5	2	7	20	19	12	16	7	120
ANCHORAGE- NO PERMIT	7	7	8	3	1	5	4	25	7	25	12	19	123
MOORING - NO PERMIT	3	7	10	5	4	7	12	4	35	5	36	9	137
FISHING AREA	16	22	20	12	7	15	4	11	5	20	33	10	175
300 YARDS OFFSHORE	2	1	1	2	0	4	3	3	10	9	18	1	54
NAVIGATION LIGHTS	2	5	4	6	1	1	3	1	0	2	4	1	30
TERMINATION CRITERIA													
PFD'S	2	2	3	2	10	1	20	25	20	14	13	5	117
NAVIGATION LIGHTS	1	0	2	6	0	0	0	0	0	16	17	8	50
FISH AND WILDLIFE													
F&W LICENSE CHECK	12	9	14	3	2	10	3	1	5	28	7	3	97
HAZARD TO NAVIGATION	2	1	3	1	1	1	2	0	0	0	18	1	30
MISCELLANEOUS													
PUBLIC INFORMATION CONTACT	173	207	240	213	283	221	313	344	410	274	203	148	3029
PUBLIC ASSIST	5	11	11	3	9	8	23	27	54	52	42	28	273
TOTALS	376	441	523	427	453	403	578	707	1142	765	714	385	6914



Administrative Report

Council Action Date: December 15, 2015

To: MAYOR AND CITY COUNCIL
From: JOE HOEFGEN, CITY MANAGER
Subject: STRATEGIC PLAN UPDATE ON SIX-MONTH OBJECTIVES

RECOMMENDATION

Receive and file the monthly updates to the six-month strategic objectives established at the Strategic Planning Retreat held on October 14, 2015.

EXECUTIVE SUMMARY

On October 14, 2015, the City Council held a Strategic Planning Workshop to establish six-month objectives. The objectives set were adopted by the City Council at the October 14, 2015 Council Meeting. Monthly updates are provided to the Mayor and Council to enable them to monitor the City's progress. This current update is the first of the October 14, 2015 Strategic Planning session's six-month objectives. The next Strategic Planning Retreat will be held on March, 29, 2016 .

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 September 12, 2013. The following are the six strategic plan goals for 2013-2016. They are not in priority order:

- Vitalize the waterfront, Artesia Corridor, Riviera Village and North Redondo Beach Industrial complex
- Improve public infrastructure and facilities in an environmentally responsible manner
- Increase organizational effectiveness and efficiency
- Build an economically vital and financially sustainable city
- Maintain a high level of public safety with public engagement
- Review and identify a process for updating the City's General Plan

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.

COORDINATION

All departments participated in the development of the Strategic Plan and in providing the attached update.

FISCAL IMPACT

The total cost for this activity is included in the Mayor and City Council's portion of the FY 2015-2016 Adopted Annual Budget.

Submitted by:

Joe Hoefgen, City Manager

Attachment:

- Strategic Plan Update - Six-Month Objectives dated December 15, 2015

CITY OF REDONDO BEACH **SIX-MONTH STRATEGIC OBJECTIVES**
 October 14, 2015 – March 15, 2016

ACM=Assistant City Mgr CD=Community Development PW=Public Works WED=Waterfront and Economic Development CS=Community Services

THREE-YEAR GOAL: VITALIZE THE WATERFRONT, ARTESIA CORRIDOR, RIVIERA VILLAGE AND NORTH REDONDO INDUSTRIAL COMPLEX

WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. By March 15, 2016	ACM and WED Director	Conduct Public Outreach meetings (Feb – March 2016) regarding alternative locations for installation of a new boat ramp including a meeting with Harbor Commission and present the results to the City Council.		X		
2. At the March 1, 2016 City Council meeting	WED and PW Director, working with regional agencies	Report on the status of the analysis of sea level rise and its potential impact on the Redondo Beach waterfront.		X		
3. At the February 16, 2016 City Council Meeting	PW Director	Present to the City Council for review the cost of fully implementing the Riviera Village sidewalk landscaping improvement plan along Catalina Avenue from Palos Verdes Boulevard to Avenue I.		X		
4. At the March 1, 2016 City Council Meeting	CD Director working with WED Director	Present to the City Council for consideration options for further modification of parking requirements Citywide to help encourage economic development.		X		
5. At the November 17, 2015 Council Meeting	City Manager	Agendize a report on the appointment of a Mayor/City Council Subcommittee to work with staff on issues that may arise during the time that AES is marketing the AES site for non-industrial uses.	X			
5.a. FUTURE OBJECTIVE between April 4, 2016 and June 15, 2016	City Manager with the CD Director and City Attorney	City and AES representatives to meet and confer as necessary and discuss implementation of the AES Task Force, its purpose, organization, and membership, and other details relevant to the formation of the AES Task Force prior to a City Council Report on July 5, 2016 for appointment of the Task Force		X		
5.b. FUTURE OBJECTIVE	City Manager with City Attorney and CD Director	City Council to select consulting services firms needed to support the Task Force following the RFP Process.				

5.c. FUTURE OBJECTIVE	Task Force, working with Consultants	Task Force/Consultants present findings and recommendations to the City Council.				
6. FUTURE OBJECTIVE	WED working with CD Director	Explore the feasibility and recommend to the City Council whether or not to create a Storefront Improvement Program in key business areas.				

THREE-YEAR GOAL: IMPROVE PUBLIC INFRASTRUCTURE AND FACILITIES IN AN ENVIRONMENTALLY RESPONSIBLE MANNER

WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. By the January 19, 2016 City Council meeting	WED Director working with PW Director	Present to the City Council for review the fiscal impact for financing the construction of a replacement pier parking structure and other Harbor Area public infrastructure.		X		
2. By the March 15, 2016 City Council meeting	PW Director	Present to the City Council a report on the status of the Tri-City Aviation Boulevard Bikeability Plan Grant.		X		
3. At the March 1, 2016 City Council meeting	ACM working with PW Director, Finance Director, Police Chief and Fire Chief	Report on the status of the Major Facilities Repair Fund and the City's long-term major facilities needs list.		X		
4. At the February 2, 2016 City Council meeting	PW Director	Present to the City Council for consideration a Conceptual Plan for improvement of Anderson Park restrooms and the demolition of the Park's vacant Annex Building.		X		
5. By March 15, 2016	CS Director working with PW, Finance and CD Directors	Review and report to the City Council the City's park and open space inventory and funding sources for acquisition and rehabilitation of parks and open space.		X		

THREE-YEAR GOAL: INCREASE ORGANIZATIONAL EFFECTIVENESS AND EFFICIENCY

WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. By March 15, 2016	City Attorney, working with the CD Director	Present to the City Council for direction options for the restructuring of the Redondo Beach Sister City Committee as a separate non-profit 501(c)(3) and/or an official city committee or commission.		X		
2. By March 15, 2016	IT Director working with City Manager, City Attorney and other Department Heads	Report the results to the City Council of a social media pilot project that explores additional methods of public outreach (social media e.g., Facebook, Twitter) through launch of the City's new webpage.		X		
3. At the January 5, 2016 City Council meeting	PW Director	Review the Administrative Policy and Procedure (APP) regarding purchase and replacement of zero emission vehicles and present the results to the City Council.		X		
4. By March 15, 2016	PW Director working with IT Director	Explore and recommend to the City Council for consideration the potential use of technology to better regulate pedestrian and bicycle traffic crossing where the beach bike path meets the south end of the pier for improved safety and traffic flow.		X		
5. Prior to March 1, 2016	City Manager, HR Director and all City Departments	Implement a Customer Service Training Program for applicable City employees on a city-wide basis.		X		Contract for training awarded by City Council on Dec 1, 2015

THREE-YEAR GOAL: BUILD AN ECONOMICALLY VITAL AND FINANCIALLY SUSTAINABLE CITY

WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. By the January 19, 2016 City Council meeting	WED Director	Research and report to the City Council on the new State tax increment financing law to fund public infrastructure and other projects.		X		
2. By the February 1, 2016 City Council meeting	CD Director working with Finance Director	Present a report to the City Council on current regulation of short-term rental activity and obtain direction, if any, from the City Council.		X		
3. At the March 15, 2016 City Council meeting	Finance Director working with HR Director and all involved Departments	As part of the Mid-Year Budget Review, recommend to the City Council for consideration a budget modification to be able to hire or contract with a Grant Specialist to identify and apply for grants and coordinate with departments to facilitate implementation.		X		

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

WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. By February 16, 2016	PW Director and Police Chief	Develop plans and specifications for security fencing around the police station.		X		
2. By March 15, 2016	Police Chief, working with the PW Director and CS Director	Research and present to the City Council for direction options for construction of a canine training facility on an existing unused city parcel.		X		
3. By January 1, 2016	HR Director working with Police and Fire Chiefs	Create hiring and promotional lists to fill all vacancies as they arise within the Fire and Police Departments.	X			Ongoing recruitment process and eligibility lists in place for all PD and FD vacancies
4. At the March 15, 2016 City Council meeting	City Manager working with Fire Chief, ACM and Finance Director	As part of the Mid-Year Budget Review, explore and make a recommendation to the City Council for consideration the possible restoration of two Fire Prevention Inspectors and one Fire Training Officer in the Fire Department.		X		
5. By March 15, 2016	Police Chief	Increase Neighborhood Watch participation by 30%, and improve assistance from homeowners associations.		X		

THREE-YEAR GOAL: REVIEW AND IDENTIFY A PROCESS FOR UPDATING THE CITY'S GENERAL PLAN

WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. At the February 16, 2016 City Council meeting	CD Director working with ACM and City Manager	Present to the City Council and community a General Plan 101 workshop(s) overview on the General Plan's current status and content including potential amendments to the mixed use zoning section of the municipal code.		X		
2. At the March 1, 2016 City Council meeting	CD Director working with ACM and City Manager	Present to the City Council a budget process and timeline for either a comprehensive or "living" (incremental) update of the General Plan.		X		
3. Consider in context of FY 2015-2016 Mid-Year Budget Review	CD Director working with Finance Director, ACM and City Manager	Present to the City Council for action a budget appropriation to conduct a community assessment and engagement process for updating the General Plan.		X		



Administrative Report

Commission Action Date: January 11, 2016

To: MEMBERS OF THE HARBOR COMMISSION

**From: STEPHEN PROUD
WATERFRONT & ECONOMIC DEVELOPMENT DIRECTOR**

Subject: DIRECTOR'S REPORT

RECOMMENDATION

Receive and file a report from the Waterfront & Economic Development Director on current and upcoming waterfront projects and activities.

EXECUTIVE SUMMARY

An oral report will be provided by the Waterfront & Economic Development Director at the Commission meeting on current and upcoming waterfront projects and activities, including but not limited to property management, leasing activity, project updates, events and other information.

COORDINATION

Department staff collaborated on the development of this report.

FISCAL IMPACT

The cost for preparing this report is included within the Waterfront & Economic Development Department's adopted FY2015-16 annual budget and is part of the department's annual work program.

Submitted by:

Stephen Proud
Waterfront and Economic Development Director