

# City of Hermosa Beach

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



## Special Meeting Agenda - Final

**Wednesday, November 29, 2023**

**6:00 PM**

**Call and Notice of Special Meeting: Facilities Study Session  
and only those matters set forth on the agenda**

### City Council

*Mayor  
Justin Massey*

*Mayor Pro Tem  
Dean Francois*

*Councilmembers  
Rob Saemann  
Mike Detoy  
Ray Jackson*

*City Treasurer  
Karen Nowicki*

*City Attorney  
Patrick Donegan*

### Executive Team

Suja Lowenthal, City Manager

Angela Crespi, Deputy City Manager  
Viki Copeland, Finance Director  
Myra Maravilla, City Clerk  
Paul LeBaron, Chief of Police

Joe SanClemente, Public Works Director  
Carrie Tai, Community Development Director  
Vanessa Godinez, Human Resources Manager  
Lisa Nichols, Community Resources Manager

**PUBLIC MEETING VIEWING OPTIONS**

The public may participate via the following:

1. IN PERSON - Council Chambers, 1315 Valley Drive, Hermosa Beach, CA 90254
2. ZOOM - <https://us02web.zoom.us/j/89968207828?pwd=bXZmWS83dmxHWDZLbWRTK2RVaUxaUT092>.
3. PHONE - Toll Free: (833) 548-0276; Meeting ID: 899 6820 7828, then #; Passcode: 472825

As a courtesy, the City will also plan to broadcast the meeting via the following listed mediums. However, these are done as a courtesy only and are not guaranteed to be technically feasible. Thus, in order to guarantee live-time viewing and/or public participation, members of the public shall attend in Council Chambers or log in via ZOOM.

4. CABLE TV - Spectrum Channel 8 and Frontier Channel 31 in Hermosa Beach
5. YOUTUBE - <https://www.youtube.com/c/CityofHermosaBeach90254>
6. LIVE STREAM - [www.hermosabeach.gov](http://www.hermosabeach.gov) and visit the Agendas/Minutes/Videos page

If you experience technical difficulties while viewing a meeting on any of our digital platforms, please try another viewing option. View City Council staff reports and attachments at [www.hermosabeach.gov](http://www.hermosabeach.gov) and visit the Agendas/Minutes/Video page.

Council Chambers WiFi  
Network ID: CHB-Guest  
Password: chbguest

To comply with the Americans with Disabilities Act of 1990, Assistive Listening Devices (ALD) are available for check out at the meeting. If you require special assistance to participate in this meeting, you must call or submit your request in writing to the Office of the City Clerk at (310) 318-0204 or at [cityclerk@hermosabeach.gov](mailto:cityclerk@hermosabeach.gov) at least 48 hours before the meeting.

**Submit Supplemental eComments**

Submit an eComment via Speak Up Hermosa at [hermosabeach.granicusideas.com](http://hermosabeach.granicusideas.com) by 3:00 p.m. on the meeting date.

**NOTICE OF SPECIAL MEETING AND AGENDA**

NOTICE IS HEREBY GIVEN, that the Mayor of the City of Hermosa Beach has called a Special Meeting of the City Council to take place on Wednesday, November 29, 2023 at 6:00 p.m. to consider and take action on only those matters set forth on the agenda below.

**6:00 PM – FACILITIES STUDY SESSION*****I. CALL TO ORDER******II. PLEDGE OF ALLEGIANCE******III. ROLL CALL******IV. ANNOUNCEMENTS******V. PUBLIC PARTICIPATION***

The public is invited to attend and provide public comment. Public comments are limited to 3 minutes per speaker and limited to the item listed on this special meeting agenda only.

1. IN PERSON - Council Chambers, 1315 Valley Drive, Hermosa Beach, CA 90254
2. ZOOM - [https://us02web.zoom.us/j/89968207828?](https://us02web.zoom.us/j/89968207828?pwd=bXZmWS83dmxHWDZLbWRtK2RVaUxaUT09)  
[pwd=bXZmWS83dmxHWDZLbWRtK2RVaUxaUT09](https://us02web.zoom.us/j/89968207828?pwd=bXZmWS83dmxHWDZLbWRtK2RVaUxaUT09) and use 'Raise Hand' feature.
3. PHONE - Toll Free: (833) 548-0276; Meeting ID: 899 6820 7828, then #; Passcode: 472825  
Press \*9 to 'Raise Hand' and then \*6 to unmute yourself line when prompted.
4. EMAIL - Email comments to [cityclerk@hermosabeach.gov](mailto:cityclerk@hermosabeach.gov) by 3:00 p.m. on the meeting date.
5. ECOMMENT - Submit an eComment via Speak Up Hermosa at [hermosabeach.granicusideas.com](https://hermosabeach.granicusideas.com) by 3:00 p.m. on the meeting date.

***VI. OPENING REMARKS*****a) [REPORT](#)  
[23-0703](#)****FACILITIES STUDY SESSION  
(City Manager Suja Lowenthal)**

**Recommendation:** Staff recommends City Council:

1. Receive and provide comment on a presentation regarding civic facilities; and
2. Provide direction to staff regarding formation of a civic facilities advisory group.

***VII. COUNCIL QUESTIONS******VIII. PUBLIC PARTICIPATION******IX. COUNCIL DISCUSSION******X. ADJOURNMENT OF STUDY SESSION***

**FUTURE MEETINGS AND CITY HOLIDAYS**

## CITY COUNCIL MEETINGS:

December 12, 2023 - Tuesday - 5:00 PM - Closed Session,

6:00 PM - City Council Meeting

December 26, 2023 - Tuesday - No Meeting (Dark)

## BOARDS, COMMISSIONS AND COMMITTEE MEETINGS:

December 5, 2023 - Tuesday - 7:00 PM - Parks and Recreation Advisory Commission Meeting

December 11, 2023 - Monday - 6:00 PM - Planning Commission Meeting

December 20, 2023 - Wednesday - 5:00 PM - Civil Service Board Meeting

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

December 25, 2023 - Monday - Christmas Day

January 1, 2024 - Monday - New Year's Day



## Staff Report

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### Staff Report

REPORT 23-0703

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### Honorable Mayor and Members of the Hermosa Beach City Council Regular Meeting of November 29, 2023

#### **FACILITIES STUDY SESSION** (City Manager Suja Lowenthal)

#### **Recommended Action:**

Staff recommends City Council:

1. Receive and provide comment on a presentation regarding civic facilities; and
2. Provide direction to staff regarding formation of a civic facilities advisory group.

#### **Executive Summary:**

To address the need to refurbish or replace the City's aging civic facilities, this study session is intended as an introductory informational workshop that builds on facilities studies and strategic plans completed from 2013 through 2017, to help develop a financing and development plan for a potential civic center revitalization.

The study session format will allow staff and an industry professional to cover the City's current land inventory, identify operational and maintenance issues of the current buildings, review a possible plan of finance for a civic facilities project, outline a plan for project procurement, and provide an opportunity for Councilmembers to consider and ask questions regarding the City's civic facilities.

#### **Background:**

In addition to streets, sewers, and stormwater systems, civic facilities are an important component of the City's infrastructure. The City's facilities were constructed over 70 years ago and are severely aged; their replacement having been deferred for many years. Current and past City Councils have demonstrated a commitment to addressing these needs by making long-term financial planning and review of City infrastructure and facilities a top priority in its Capital Improvement Program (CIP) and strategic planning efforts.

Past facility studies were commissioned to assess the structural/seismic conditions (CivilSource Study, 2015) and space/operational needs of City buildings (Mary McGrath Architects Assessment, 2016). In parallel with these studies, a facilities workgroup was established comprising of representatives from the departments of Police, Fire, Public Works, Finance, and the City Manager.

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## Staff Report

REPORT 23-0703

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The workgroup enlisted the services of Mary McGrath Architects to assist in developing a City Facilities Strategic Plan. This high-level plan looked at: 1) Space Needs; 2) Facility Improvement/Development Scenarios, and; 3) Preliminary Order of Magnitude Costs (range of costs) for the Police and Fire Stations, City Hall, and Public Works Yard facility. The draft plan and development scenarios were reviewed and discussed by City Council at its May 4, 2016 facilities study session. The goal of the strategic plan and study session was to guide the community toward a long-term vision for core facilities and help the City Council prioritize and inform capital improvement decisions and potential funding alternatives.

Following Council direction, the City issued a Request for Proposals to identify a team qualified to perform a community-wide library services needs assessment in two phases. The first phase of work included conducting a space needs assessment with supporting community outreach, and the second phase of work would include using the identified space needs to develop conceptual plans and related budgets. Griffin Structures, Inc. was selected to perform the work and began Phase 1 in the fall of 2016. The final Library Needs Assessment report was submitted to the City in July 2017. Following completion of a Phase 1 in 2017, Griffin Structures, Inc. and City staff proceeded with development of conceptual site plan options and related budget estimates, which were presented to City Council at its October 4, 2017 study session. Ultimately, City Council and the City Manager's Department opted to hold off on further investment of consultant time until funding opportunities were fleshed out, and placed the project on hold.

Since 2017, the City Council made important decisions related to the City's fire services, the future of the fire station, and the closure of Bard Street, as well as the prioritization of the City's Corporate Yard Facilities renovation project (CIP 615). Each of these decisions has significant impacts on the City's budget and strategic planning of future civic facility improvements.

### ***Past Council Actions***

<b>Meeting Date</b>	<b>Description</b>
May 4, 2016	City Council held a study session to review and discuss a draft City Facilities Strategic Plan and development scenarios.
October 4, 2017	City Council received a presentation related to conceptual site plan options and related budget estimates for the library needs assessment.
October 2, 2019	City Council held a study session to receive information regarding the structure, principles, and benefits of public-private partnerships.

### **Discussion:**

The City engaged Fullerton Consulting Partners in April 2023 to synthesize and build on the existing

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## Staff Report

REPORT 23-0703

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civic facilities work coordinated by the City and to help develop a financing and development plan for a civic center revitalization. The scope of work included:

- Reviewing the City's land inventory, including zoning and site constraints, to determine possible locations for a potential consolidated civic center.
- Identifying operational concerns and known issues with the current City facilities inventory by interviewing staff and reviewing previous building condition surveys, needs analysis, and other studies.
- Suggesting a financing approach for a potential new civic center project.
- Outlining a plan for project procurement.

Fullerton Consulting Partners completed its review of existing studies performed by experts previously engaged by the City including:

- Downtown Core Revitalization Strategy, ROMA Design Group, 2013
- Facilities Condition Assessment, Civil Source, 2015
- Civic Facilities Strategic Plan, Mary McGrath Architects, 2015
- ADA Evaluation, Civil Source, 2015
- Led and Asbestos Surveys, Patriot Environmental Services, 2015
- Library Needs Assessment, Griffin Structures, 2016
- Downtown Cost Benefit Analysis, Kosmont, 2016
- Corrective Action Plan for City Yard Remediation, Dudek, 2019
- Community Theater Needs Assessment, DLR Group, 2020

In summary, these studies support the need for new civic center facilities. They document operational deficiencies affecting the needs of the Hermosa Beach Police force, Public Works Department, and other City staff, as well as a state of disrepair in the current facilities. The placement of the various civic properties at the entrance to downtown provides a unique opportunity for downtown revitalization with a catalytic project.

The City of Hermosa Beach has an opportunity to recreate a unique civic center asset that will serve critical government needs while providing an iconic sense of place in the City's downtown core. This project could serve to anchor the City center with a truly meaningful center of government and public service, with a sense of civic place and pride.

### **General Plan Consistency:**

This report and associated recommendation have been evaluated for their consistency with the City's General Plan. Relevant Policies are listed below:

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## Staff Report

REPORT 23-0703

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### *Governance Element*

#### **Goal 1. A high degree of transparency and integrity in the decision-making process.**

Policies:

- **1.2 Strategic planning.** Regularly discuss and set priorities at the City Council and management level to prioritize work programs and staffing needs.
- **1.6 Long-term considerations.** Prioritize decisions that provide long-term community benefit and discourage decisions that provide short-term community benefit but reduce long-term opportunities.

#### **Goal 2. The community is active and engaged in decision-making processes.**

Policies:

- **2.4 Public forums.** Host periodic public forums on issues important to the community, facilitating these forums with the purpose of guiding City policy.

#### **Goal 5. Small beach town character is reflected throughout Hermosa Beach.**

Policies:

- **5.5 Community benefits.** Consider incentives for new development that provide a substantial economic benefit to the community such as retail sales taxes, transient occupancy taxes or higher-paying jobs. Prohibit the provision of incentives that outweigh the direct benefits from the use.
- **5.8 Public private partnerships.** Pursue the use of public-private partnerships to implement projects and efforts that maintain character and benefit the community.

#### **Goal 6. A broad-based and long-term economic development strategy for Hermosa Beach that supports existing businesses while attracting new business and tourism.**

Policies:

- **6.2 Regional presence.** Encourage economic development strategies that will make Hermosa Beach a driving force and jobs center behind the regional economy of the South Bay region.

### *Infrastructure Element*

#### **Goal 1. Infrastructure systems are functional, safe, and well maintained.**

Policies:

- **1.2 Priority investments.** Use City Council established priorities and the Capital Improvement Program (CIP) to identify and allocate funding for projects identified in the infrastructure plan.

### **Fiscal Impact:**

There is no fiscal impact related to the recommended action.

### **Attachments:**

1. Link to May 4, 2016 City Council Staff Report
2. Link to October 4, 2017 City Council Staff Report



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## Staff Report

REPORT 23-0703

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3. Link to October 2, 2019 City Council Staff Report
4. Power Point Presentation

**Respectfully Submitted by:** Angela Crespi, Deputy City Manager

**Concur:** Joe SanClemente, Public Works Director

**Concur:** Carrie Tai, Community Development Director

**Noted for Fiscal Impact:** Viki Copeland, Finance Director

**Legal Review:** Patrick Donegan, City Attorney

**Approved:** Suja Lowenthal, City Manager



Hermosa Beach Civic Center  
Council Study Session  
November 29, 2023







# Agenda

- 1) Introduction
- 2) Previous Studies
- 3) Project Need
- 4) Civic Development Options
- 5) Next Steps

# Introduction



Engaged by city of Hermosa Beach to perform initial feasibility study

- 20 + years real estate development
  - *\$6.7 billion of Project Value*
  - *8.4 million SF of facilities*
  - *20 + projects*
- Multiple Public-Private-Partnerships
- Refence Projects
  - Long Beach Civic Center
  - Napa Civic Center

# Previous Studies

# 2015 Facilities Condition Assessments

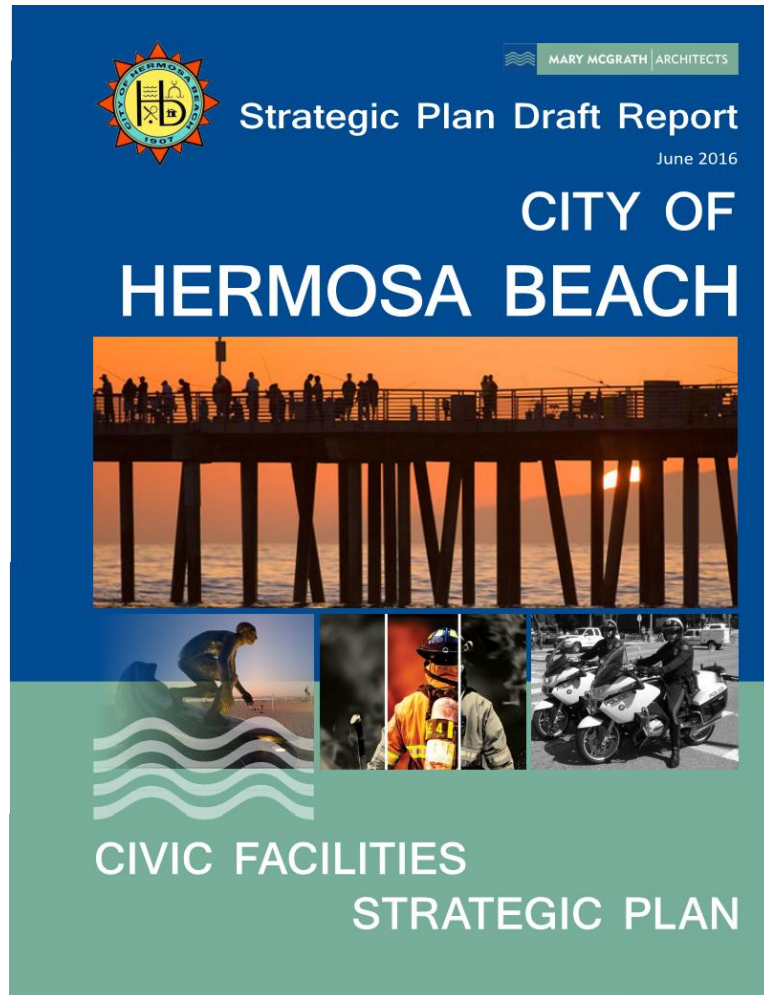
## Hermosa Beach City Buildings Facility Condition Assessments

	FCI Report Date	TOTAL	TOTAL	FCI	
		2015 Dollars	2023 dollars		
City Hall	Jul-15	\$ 2,281,923	\$ 3,559,800	38%	<b>Replace</b>
Base 3	Jul-15	\$ 66,132	\$ 103,166	8%	<i>Repair</i>
City Yard	Jul-15	\$ 828,614	\$ 1,292,638	41%	<b>Replace</b>
Police	Jul-15	\$ 1,336,324	\$ 2,084,665	53%	<b>Replace</b>
<b>Civic Facilities Sub-total</b>		<b>\$ 4,512,993</b>	<b>\$ 7,040,269</b>		

- FCI>30% = better to replace
- 8 yrs additional deferred maintenance => more repairs needed
- Costs are likely higher now



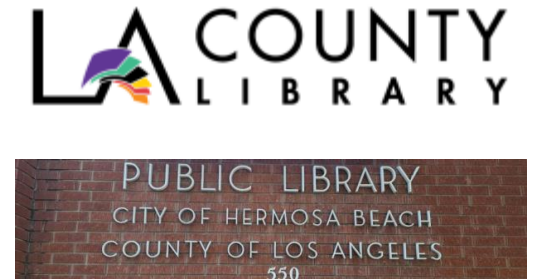
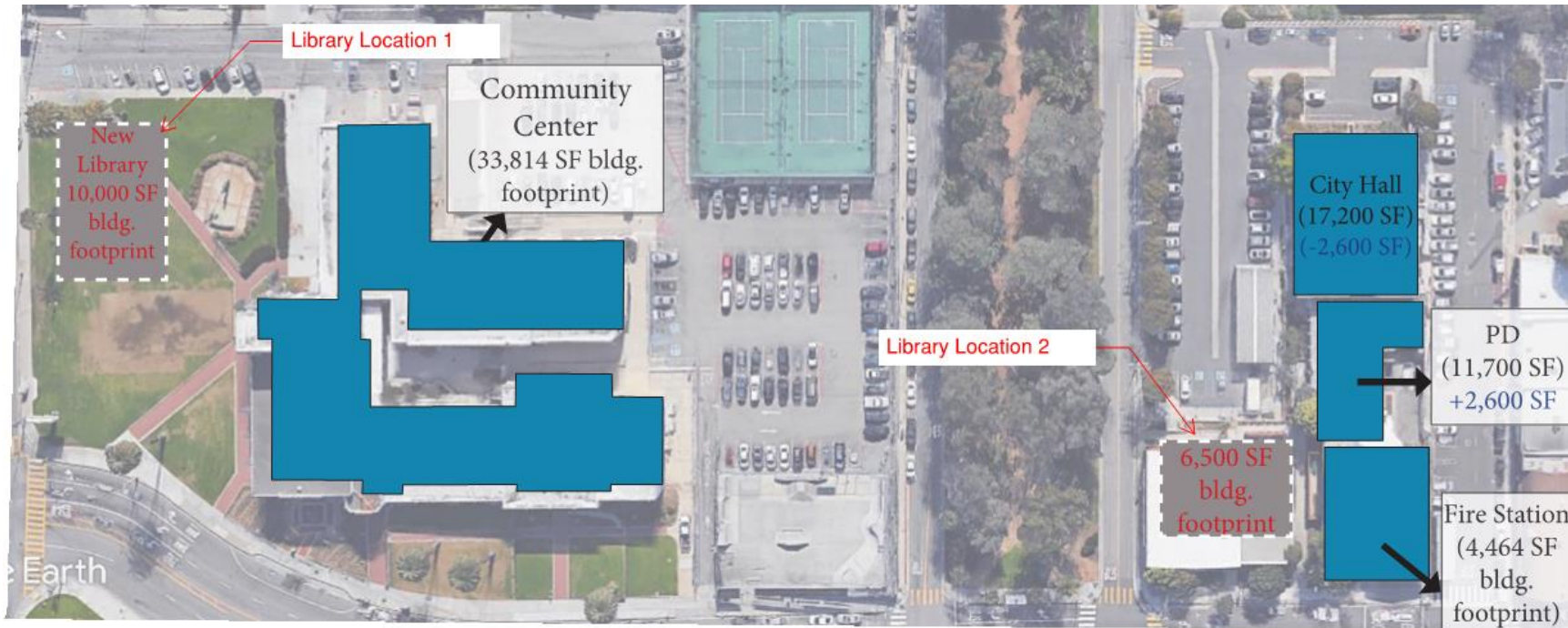
# 2016 City Needs Assessment



Facility	Existing	2015 Study
City Hall	17,200	27,776
Police	20,760	38,193
Public Works Yard	13,388	19,300
Library	6,500	10,000
	<b>57,848</b>	<b>95,269</b>
Outdoor Space	Existing	2015 Study
City Hall	49,522	28,586
Police	30,000	32,386
Public Works Yard	31,000	28,000
	<b>110,522</b>	<b>88,972</b>



# 2016 Library Needs Assessment – phase 1



- Identified two potential library locations
- Sizes 6,500 to 10,000 SF
- Recommended a full needs analysis (phase 2) be conducted
- LA County staff currently recommending major renovations



# 2014 Downtown Core Revitalization Study



HERMOSA BEACH

## Downtown Core Revitalization Strategy

Prepared for the City of Hermosa Beach by ROMA Design Group and Economic & Planning Systems

JANUARY 2014

Accepted by Hermosa Beach  
City Council on February 24, 2015



Downtown Context



# 2014 Downtown Core Revitalization Study



- Identified need for another hotel
- Suggested city-built parking structure on lot A.



A Public Parking Garage is needed to the south of Pier Plaza, similar to the one previously built to the north side



# 2014 Downtown Core Revitalization Study



- Recommended height increases along Pier Ave.
- Recommended parking intercept at city hall location.

# 2016 Cost Benefit Study

**CITY OF HERMOSA BEACH**  
**DOWNTOWN COST BENEFIT ANALYSIS**

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**\*\*\*DRAFT\*\*\***

- Recommended hotel to provide more diverse revenue and more daytime visitors to support downtown businesses.

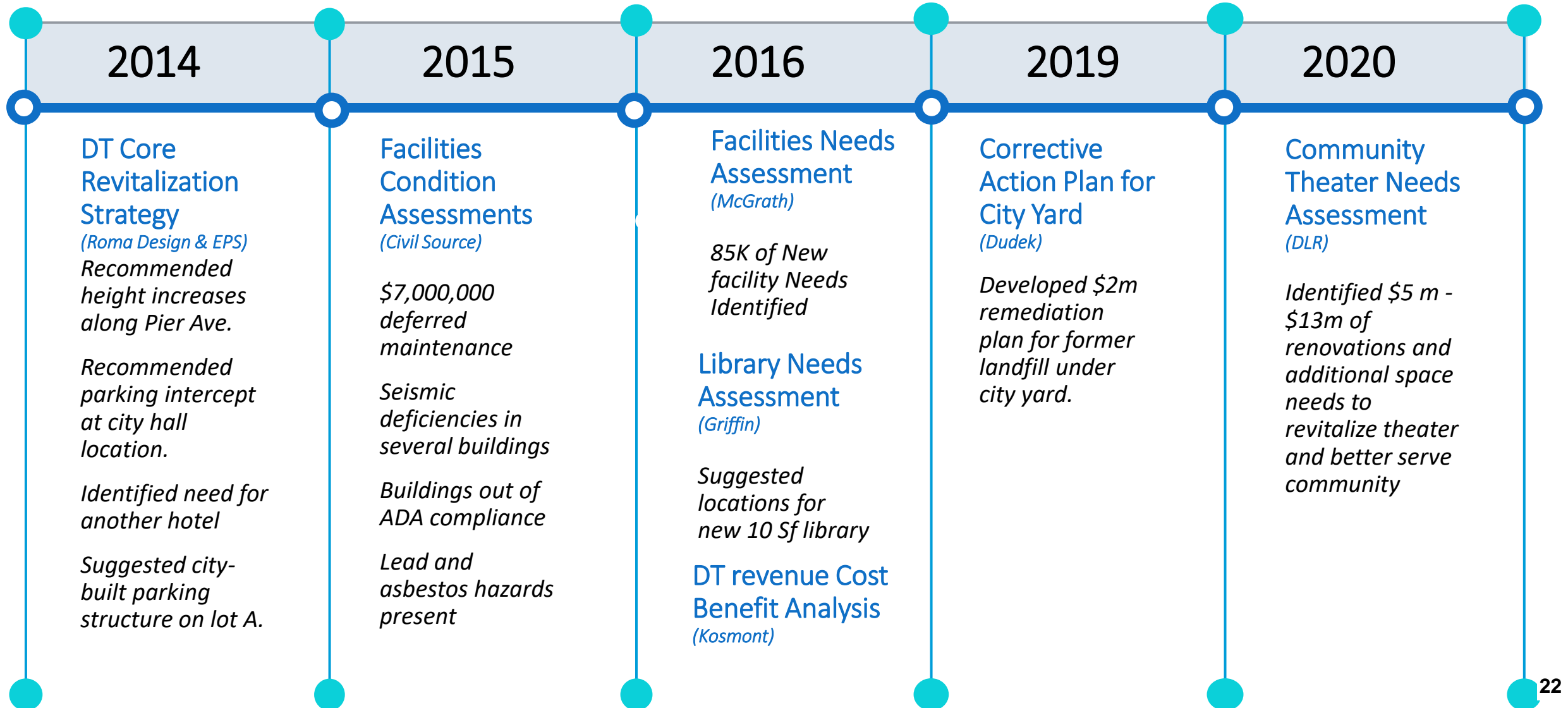


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**FEBRUARY 2016**



# Years of Studies to support need for new facilities and downtown revitalization strategy



# Project Need

*Why does Hermosa Beach need a new Civic Center?*



# 1) Current Facilities Do Not Meet Operational Needs

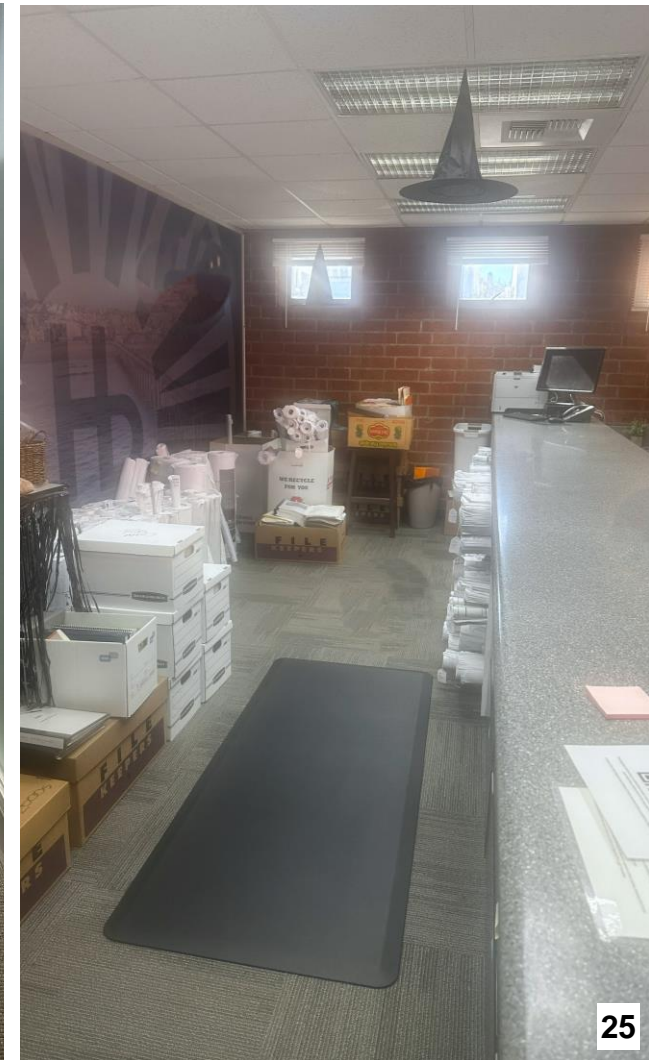
- Lack of space in current Facilities.
  - Current space is 63% of space needed per 2016 study
  - 16% staff growth since 2016 (25 FTE)
- Holding cells not to current standards.
- File storage insufficient.
- Inefficient space utilization.
- No room for new staff.

***At least 30% more space  
(18,000 SF ) needed.***





# 1) Current Facilities Do Not Meet Operational Needs





## 2) Facilities are in a state of disrepair

Current facilities are 50-70 years old

- Do not meet current building codes.
- Repair and operational costs are growing
- Mechanical systems beyond useful life and not energy efficient





## 2) Facilities are in a state of disrepair

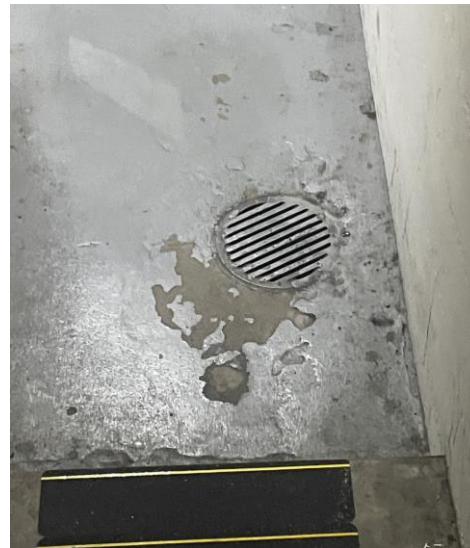
- Roof replacements needed
- Interior damage from 2023 storms
- Lead and asbestos material present
- Mold





## 2) Facilities are in a state of disrepair

- City hall and public safety building do not meet FEMA essential services standards
- ADA issues





## 2) Facilities are in a state of disrepair

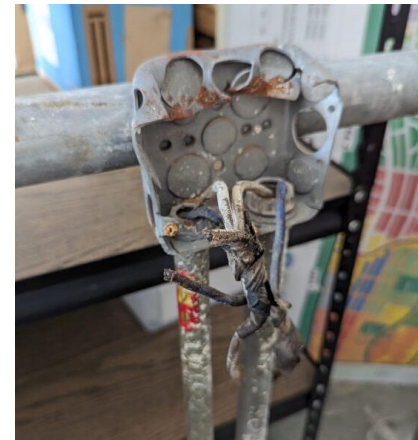
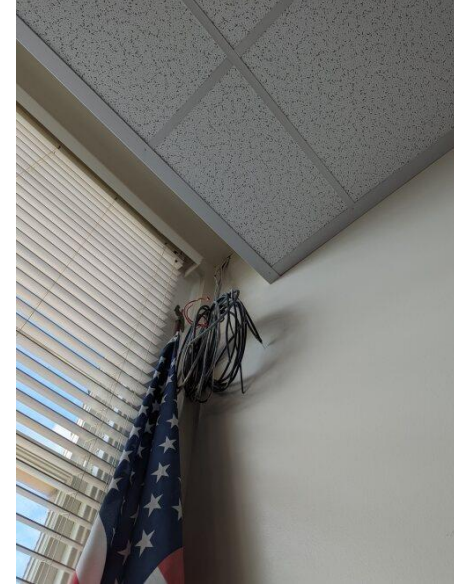
- Emergency operations center not prepared for disaster





## 2) Facilities are in a state of disrepair

- Emergency operations center not prepared for disaster





## 2) Facilities are in a state of disrepair

Facility Assessment – Police Department



Bathroom needs upgrades



All plumbing backing up constantly

Facility Assessment – Police Department



Electrical panels need to be upgraded



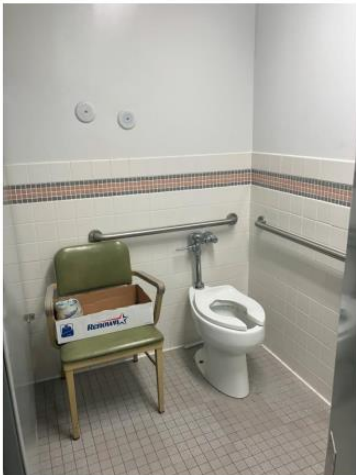
Facility Assessment – Police Department



Upgraded panel



Roof leaking



All plumbing backing up constantly



All plumbing backing up constantly

Page 12



Electrical panels need to be upgraded



Electrical panels need to be upgraded

Page 13



Roof leaking



Old electrical panel

Page 14

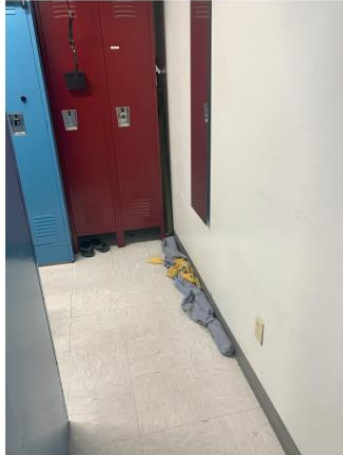


## 2) Facilities are in a state of disrepair

Facility Assessment – Police Department



Leaking into Men's Locker



Leaking into Men's locker room

Facility Assessment – Police Department



Gutters leak onto stairway

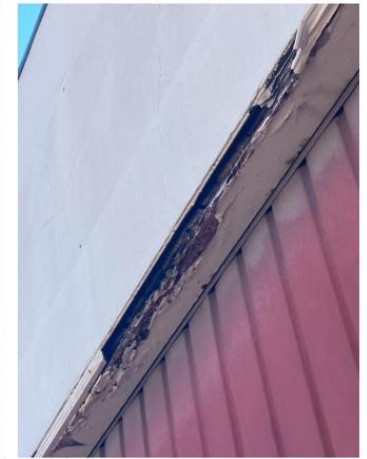


Gutters leak onto stairway

Facility Assessment – Police Department



Water damage and wood rot



Leaking roof in Fire Department



Leaking into Men's locker room



Leaking into Men's locker room

Page 10



Bathroom needs upgrades



Bathroom needs upgrades

Page 11

### Additional Issues

- Locks in jail cells
- Old plumbing throughout building. Backing up constantly at various locations.
- Water damage
- New showers needed
- No water pressure
- Mold
- Light fixtures



## 2) Facilities are in a state of disrepair

Facility Assessment – City Hall



Light fixtures



Crack under courtyard leaks into basement and IT room

Facility Assessment – City Hall



Old electrical wires

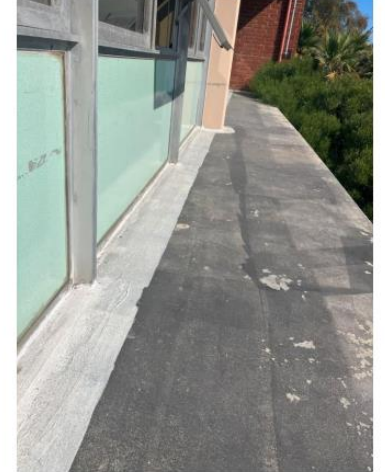


Old electrical wires

Facility Assessment – City Hall



Restroom doors need sound proofing



Second floor windows leak



Crack under courtyard leaks into basement and IT room



Windows (framing is old and damaged)



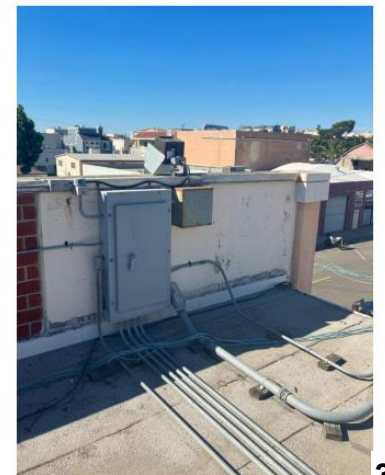
Old electrical panel needs to be upgraded



Old electrical panel needs to be upgraded



CAT 5



CAT 5



## 2) Facilities are in a state of disrepair

Facility Assessment – City Hall



A/C Units and roofing



A/C Units and roofing



Leaking

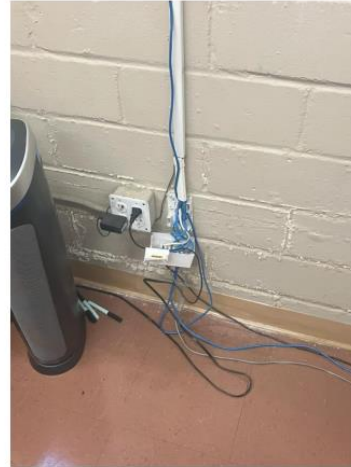


Leaking

Facility Assessment – Base 3



Mold on northeast wall (interior)



No hot water (water heater needed)



No hot water (water heater needed)

Facility Assessment – Base 3



No hot water (water heater needed)



No heating throughout building



Panel Upgrade/Overloaded



Panel Upgrade/Overloaded



## 2) Facilities are in a state of disrepair

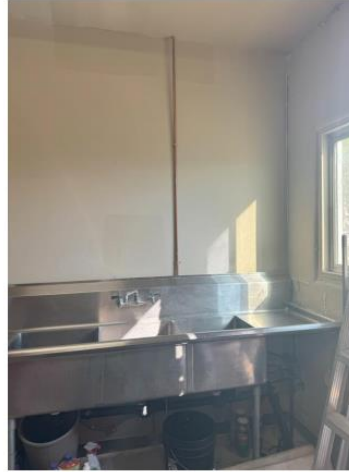
Facility Assessment – Base 3



Electric Vehicle Charger (westside wall)



Electric Vehicle Charger (westside wall)



Plumbing upgrades



Air conditioning units



Termites on roof



Mold on northeast wall (exterior)



Page 1



Windows leaking and damaged



Windows leaking and damaged

Page 4

### 3) Staff in multiple locations

- Inefficient for staff
- Confusing for public
- With-in city hall public Works, Planning, Finance, City Manager all with separate reception
- Base 3 not designed for current purpose.
- Redundant space and staffing
- Not energy efficient
- Land use could be better utilized on tax rolls





# Overall Conclusions

- 1. Current facilities do not meet the city's needs.*
- 2. Facilities are in a state of disrepair that is only getting worse.*
- 3. A new consolidated government center will be more efficient operationally and have a lower environmental footprint.*
- 4. A civic center project can advance the Downtown revitalization plan.*

# Civic Development Options

# Public Works Yard Same in All Options



- Meets needs of PW staff.
- Smaller project that can be accelerated.
- Site environmental issue.
- Conceptual plans developed already.
- Can be bid and financed with civic center.
- Not a lot of other good places for the yard function.



# Option A

## Consolidate on CRB site



- Consolidates city functions
- Civic presence at city entrance
- Civic Center Site can be re-developed to produce revenue for the city.
- Provides additional public parking at Pier Ave.



# Option A

## Consolidate on CRB site

Underground (open to Ardmore)



Level 1 & Level 2 (Police & City Hall)



# Option B

## Consolidate on self storage lot



- Easy to phase construction
- Efficient building footprint
- Potential for some redevelopment.
- *Hidden location*
- *Will have some phasing impacts*
- *Difficult to efficiently fit program*
- *No additional public parking*



# Option B

## Consolidate on self storage lot

Underground



Level 1



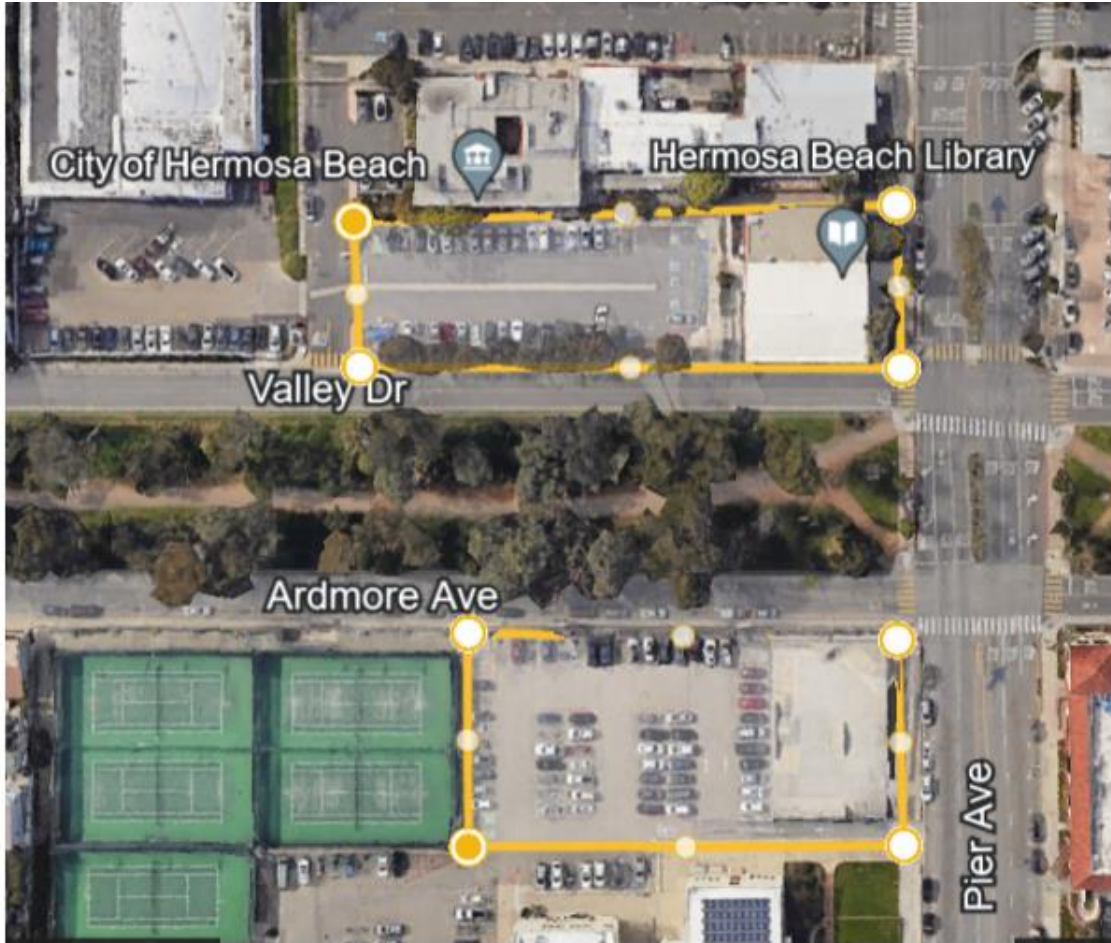
Level 2





## Option C

New library and parking at CRB. New city functions on Library site



- Civic presence on Pier Avenue
- All on city land
- Opportunity for additional public parking at CRB
- *Phasing is more difficult*
- *Difficult to efficiently fit program*
- *Severely limits re-development options.*



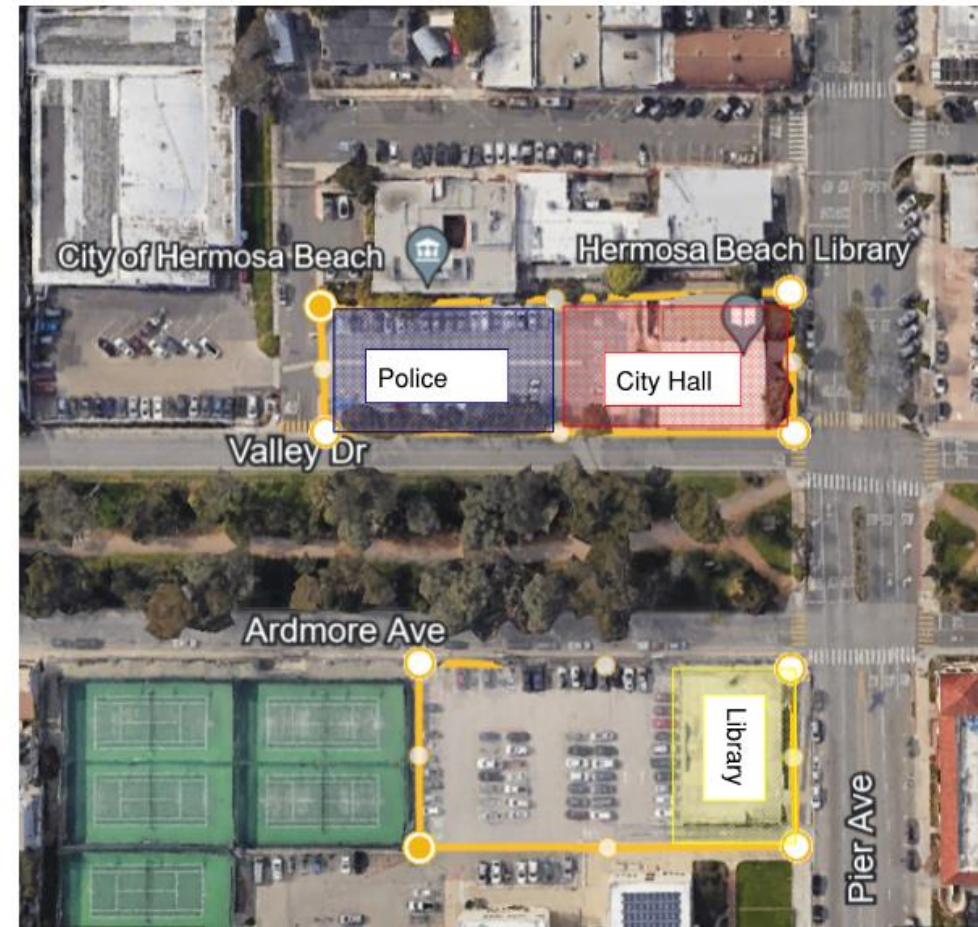
# Option C

## New library and parking at CRB. New city functions on Library site

Underground



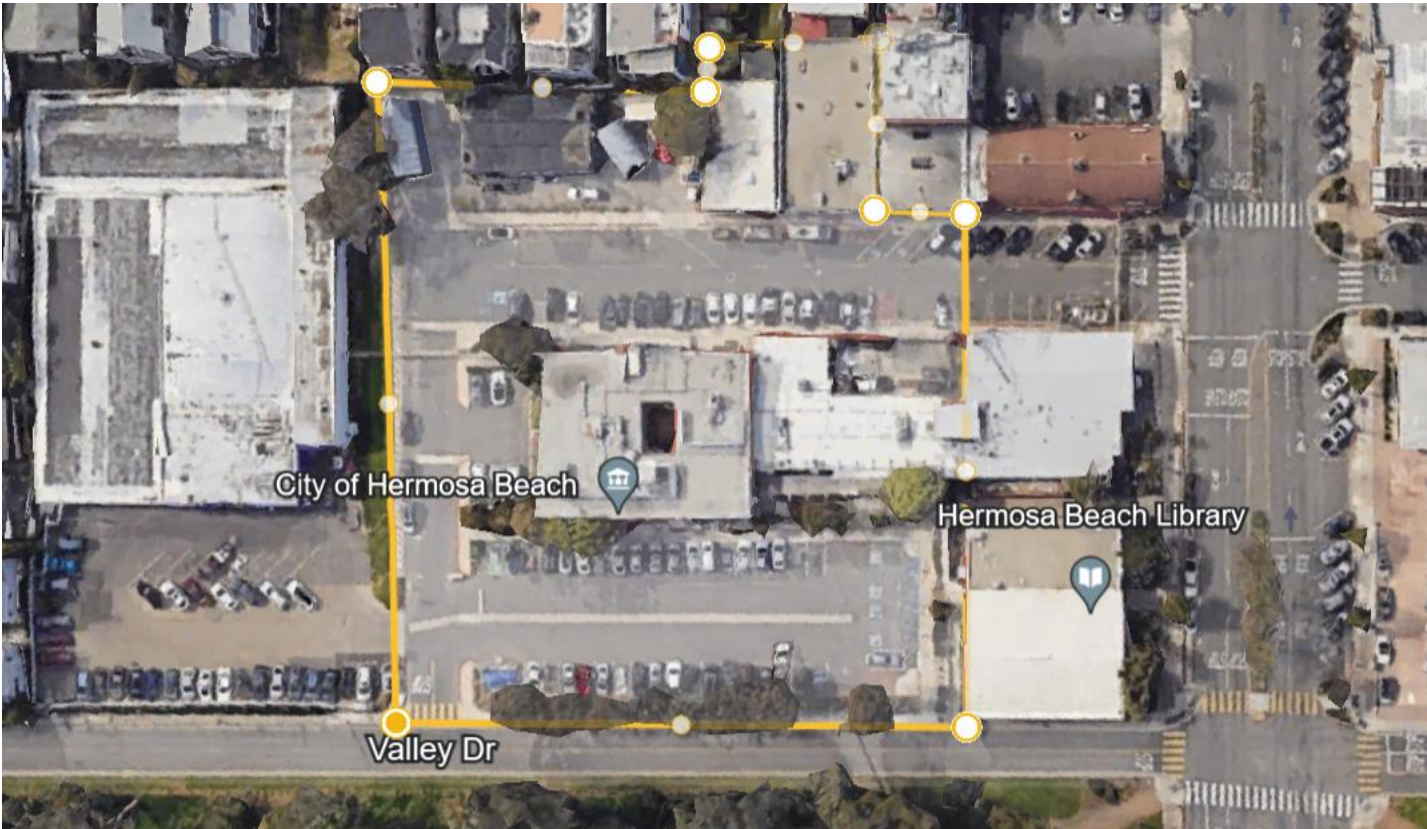
Level 1





## Option D

### Renovation and Expansion Option



- Reuse & renovation of existing facilities
- *Greatest risk of unknowns*
- *Leaves library out of the project*
- *Construction during operations => long duration & phasing required*
- *Does not make best use of available land*
- *Requires swing space*
- *No additional public parking*



# Option D

## Renovation and Expansion Option

Underground



Level 1 & 2



# Next Steps

