

# City of Hermosa Beach

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



## Special Meeting Minutes

**Saturday, January 9, 2016  
8:00 AM  
Issue Papers Study Session**

### City Council

*Mayor  
Carolyn Petty*

*Mayor Pro Tem  
Hany Fangary*

*Councilmembers  
Justin Massey  
Jeff Duclos*

**CALL TO ORDER** 8:11 a.m.

**PLEDGE OF ALLEGIANCE** Peter Tucker

**ROLL CALL**

*Present: Duclos, Fangary, Massey, Mayor Petty  
Absent: None*

**PUBLIC COMMENT**

**SUPPLEMENTAL WRITTEN COMMUNICATION REGARDING  
THE JANUARY 9, 2016 SPECIAL MEETING AGENDA**

**Attachments:** [1. SUPPLEMENTAL Letter from Fred Huebscher dated January 7, 2016 regarding the January 9, 2016 Special Meeting Agenda](#)  
[2. SUPPLEMENTAL Letter from Hermosa Beach Chamber of Commerce and Visitors Bureau regarding Report 16-0016, 16-0005, 16-0023, 16-0008 and 16-0018](#)

*It was Council consensus to receive and file the supplemental written communications regarding the January 9, 2016 Special Meeting Agenda.*

**1. ISSUE PAPERS**

**1a) REPORT                      ISSUE PAPER - STAFF RESOURCES & QUALITY OF WORK  
16-0001                                              EXPECTATIONS**

(City Manager Tom Bakaly)

**Attachments:** [Strategic Plan and Action Agenda Tracking – October 2015](#)

**1b) REPORT                      ISSUE PAPER - LONG TERM FINANCIAL PLAN (LINKED TO CITY  
16-0021                                              INFRASTRUCTURE AND FACILITIES NEEDS) AND DEBT POLICIES**

(Finance Director Viki Copeland)

**1c) REPORT                      ISSUE PAPER - DRAFT PLAN HERMOSA, THE CITY'S GENERAL  
16-0002                                              PLAN AND LOCAL COASTAL PROGRAM - HOT TOPICS**

(Community Development Director Ken Robertson)

**1d) REPORT                      ISSUE PAPER -CITY FACILITIES STRATEGIC PLAN  
16-0003                                              (City Manager Tom Bakaly)**

- 1e) **REPORT**                      **ISSUE PAPER - STREET, SEWER, STORMWATER PROJECT  
16-0016**                      **INTEGRATION**  
(Public Works Director Andrew Brozyna)  
(Environmental Analyst Kristy Morris)

*This item was continued.*

- 1f) **REPORT**                      **ISSUE PAPER - EMPLOYEE COMPENSATION POLICY AND  
16-0004**                      **CONTRACTS**  
(Human Resources Manager Vanessa Godinez)
- 1g) **REPORT**                      **ISSUE PAPER - IMPLEMENTATION OF DOWNTOWN CORE  
16-0005**                      **REVITALIZATION STRATEGY**  
(Community Development Director Ken Robertson)
- 1h) **REPORT**                      **ISSUE PAPER - COMMUNITY POLICING, CRIME,  
16-0023**                      **AND DOWNTOWN ENFORCEMENT**  
(Police Chief Sharon Papa)
- 1i) **REPORT**                      **ISSUE PAPER - FIRE SERVICES DELIVERY  
16-0019**                      (Interim Fire Chief Pete Bonano)

**LUNCH BREAK**

(NOON)

- 1j) **REPORT**                      **ISSUE PAPER - CARBON NEUTRAL IMPLEMENTATION  
16-0024**                      (Environmental Analyst Kristy Morris)

**Attachments:**    [Hermosa Beach Municipal Carbon Neutral Plan \(February 2015\).pdf](#)  
[Hermosa Beach Municipal Carbon Neutral Plan - Executive Summary  
\(February 2015\).pdf](#)  
[Draft Solar Installation RFP \(123115\).docx](#)  
[Example Logos for City of Hermosa Beach CCA.pdf](#)  
[Brendle Group Memo - Municipal Carbon Neutrality Follow-up  
response to City Council Requests.pdf](#)  
[SUPPLEMENTAL Letter from Peggy Barr \(added 3-2-16 at 2pm\).pdf](#)

*This item was continued.*

- 1k) **REPORT** **ISSUE PAPER - ECONOMIC DEVELOPMENT UPDATE**  
**16-0018** (Management Analyst Nico De Anda-Scaia)

Attachments: [Economic Development Plan - Revised.doc](#)

- 1l) **REPORT** **ISSUE PAPER - COMMUNICATIONS**  
**16-0006** (Public Information Officer Katie Casey)

Attachments: [City of Hermosa Beach Communications Matrix - 2016](#)  
[Social Media Budget Estimate](#)

*This item was continued.*

- 1m) **REPORT** **ISSUE PAPER - COMMUNITY DIALOGUE DECISION MAKING TOOL**  
**16-0007** (City Manager Tom Bakaly)

Attachments: [Community Dialogue Finance Team Recommendations for Revenues and Opportunities](#)  
[Decision Making Tool](#)

*This item was continued.*

- 1n) **REPORT** **ISSUE PAPER - PACIFIC COAST HIGHWAY/AVIATION**  
**16-0008** (City Manager Tom Bakaly)

*This item was continued.*

## **2. ISSUE PAPERS ON TENTATIVE FUTURE AGENDA ITEMS FROM PRIOR CITY COUNCIL**

- 2a) **REPORT** **ISSUE PAPER - SHORT-TERM VACATION RENTALS**  
**16-0009** (City Attorney Michael Jenkins)  
(Community Development Director Ken Robertson)

Attachments: [Goal 8 of LUE - Draft General Plan](#)  
[Coastal Commission staff response re short term rentals](#)

- 2b) **REPORT** **ISSUE PAPER - HERMOSA BEACH STREET & ENTRY SIGN IMPROVEMENTS**  
**16-0017** (Management Analyst Nico De Anda-Scaia)

Attachments: [Signage Component - Conceptual Design and Master Plan - PCH-Aviation Corridor Street Improvements.pdf](#)

*This item was continued.*

- 2c) **REPORT**                      **ISSUE PAPER - USE OF CITY PROPERTY FOR CITY CLASSES & GATHERINGS**  
16-0010  
(Community Resources Manager Kelly Orta)

*This item was continued.*

- 2d) **REPORT**                      **ISSUE PAPER - ESTABLISHMENT OF A PROTOCOL FOR CITY COUNCIL AND COMMISSION MEETING MINUTES AS TO UNIFORMITY AND SPECIFICITY**  
16-0028  
(City Clerk Elaine Doerfling)

Attachments:      [CCAC Guidelines and Chart.pdf](#)  
[Council minutes of June 10 2014.pdf](#)  
[Council minutes of July 8 2014.pdf](#)  
[Municipal Code Chapter 17.68.pdf](#)  
[Initial Report and attachments.pdf](#)

*This item was continued.*

**ADJOURNMENT**      4:53 p.m.

**Elaine Doerfling**  
**City Clerk**