



City of Hermosa Beach

City Hall
1315 Valley Drive
Hermosa Beach, CA
90254

Adjourned Meeting Agenda - Final City Council

Mayor
Stacey Armato

Mayor Pro Tem
Mary Campbell

Councilmembers
Hany S. Fangary
Justin Massey
Jeff Duclos

Saturday, March 9, 2019

9:00 AM

CITY COUNCIL RETREAT

Location: The Beach House Hotel - Seaside Room
(1300 The Strand, Hermosa Beach CA 90254)

ALL COUNCIL MEETINGS ARE OPEN TO THE PUBLIC***Adjourned Meetings:***

The City Council may adjourn any regular, adjourned regular, special or adjourned special meeting to a time and place specified in the order of adjournment.

Submit your comments via eComment in three easy steps:

Note: Your comments will become part of the official meeting record. You must provide your full name, but please do not provide any other personal information (i.e. phone numbers, addresses, etc) that you do not want to be published.

- 1. Go to the Agendas/Minutes/Video webpage and find the meeting you'd like to submit comments on. Click on the eComment button for your selected meeting.***
- 2. Find the agenda item for which you would like to provide a comment. You can select a specific agenda item/project or provide general comments under the Oral/Written Communications item.***
- 3. Sign in to your SpeakUp Hermosa Account or as a guest, enter your comment in the field provided, provide your name, and if applicable, attach files before submitting your comment.***

eComments for this agenda can be submitted as soon as the meeting materials are published, but will only be accepted until 9:00 pm the day prior to the meeting to ensure Council has the ability to review comments prior to the meeting.

HERMOSA BEACH CITY COUNCIL RETREAT AGENDA

The purpose of this retreat is to review Capital Improvement Programs,
discuss Department Priorities and set City Council Priorities

(8:30 A.M. - 9:00 A.M. Arrival & Breakfast)

9:00 A.M. - 9:20 A.M.**CALL TO ORDER****ROLL CALL****PUBLIC PARTICIPATION:****9:20 A.M. - 9:50 A.M.**

19-0131 OPENING REMARKS AND SETTING THE STAGE

9:50 A.M. - 11:00 A.M.

1. [19-0134](#) REVIEW & PRIORITIZE CAPITAL IMPROVEMENT PROGRAMS

11:00 A.M. - 12:00 P.M.

2. 19-0132 DISCUSS PRIORITIES IDENTIFIED BY DEPARTMENT DIRECTORS

12:00 P.M. - 1:00 P.M.

19-0133 WORKING LUNCH: CONTINUE DISCUSSION

1:00 P.M. - 2:30 P.M.

3. 19-0135 SET CITY COUNCIL PRIORITIES FOR FY 2019-20 BUDGET

2:30 P.M. - 4:30 P.M.

4. 19-0144 DISCUSS BALLOT MEASURE

5. 19-0143 REPEAL AND REPLACE PERSONNEL RULES

6. 19-0142 DISCUSS POLICY MATTERS:

4:30 P.M. - 5:00 P.M.

19-0136 SUMMARY & WRAP UP

ADJOURNMENT



City of Hermosa Beach

City Hall
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Staff Report

Staff Report

19-0131

Honorable Mayor and Members of the Hermosa Beach City Council
City Council Retreat of March 9, 2019
OPENING REMARKS AND SETTING THE STAGE



City of Hermosa Beach

City Hall
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Hermosa Beach, CA 90254

Staff Report

Staff Report

19-0134

Honorable Mayor and Members of the Hermosa Beach City Council
City Council Retreat of March 9, 2019
REVIEW & PRIORITIZE CAPITAL IMPROVEMENT PROGRAMS

Priority Level	Project Category	CIP No.	Project Name	Project Budget	Project Manager	Study/Conceptual Planning	Preliminary Design	Final Engineering Design	Project Approvals/Bidding	Construction	Closeout	Tentative Date to Next Milestone/ Update	Estimated Project Completion Date	Current Project Status	Project Description
3	SH	12-143	PCH Mobility Improvement Project (Previously named "PCH/Aviation Mobility Improvements")	\$ 598,840	Lucho Rodriguez		X					TBD	TBD	Prop A & C funds transferred to CIP 16-174 Annual Street Improvements for Hermosa Avenue resurface. Staff has reviewed and coordinated to request funds for the installation of new, landscaped center medians between along PCH between Artesia Blvd and Pier Ave. The center medians will provide for safer turning movements in order to reduce/eliminate left turn conflicts along the segment of PCH. Increasing the safety aspects reduces the potential for accidents and minimizes delays incurred on PCH. A request was submitted to SBCCOG/Metro for review/approval & funding. If approved, funding would be available in FY19-20. 10/24/2018 - 1/14/2019	This project will improve the Pacific Coast Highway corridor mobility's (vehicular movement) aspect for efficiency. Improvements include elements of a "Complete Street" which include coastal sensitive drought-tolerant landscaped raised center medians to increase driver safety; enhanced safety pedestrian crosswalk features; new street furniture & bus shelters where applicable incorporating transit kiosks; ADA accessibility. These improvements will be coordinated as part of the Caltrans CAPM \$60M pavement resurfacing project scheduled to start in 2022.
2	SH	12-160	PCH Traffic Improvements	\$ 574,737	Reed Salan				X			Begin Construction - Awaiting Caltrans Review	TBD - 3 Months from Construction Start	Caltrans is reviewing project materials, information & shop drawings. Add'l funding (\$76,734) requested from Metro was approved 10-25-18. Shop drawings were submitted to Caltrans material lab for review/approval prior to construction start. Construction start pending completion of Caltrans review.	The work scope for this project will install pedestrian signal, crosswalks and ADA curb ramps improvements at the intersections of PCH and Pier Avenue and PCH and Aviation Boulevard including California Truck Turn improvements at this intersection.
4	SH	15-162	Green Alley and Beach Quality Improvement Project (Previously named "Beach Drive Green Alley")	\$ 187,500	Kristy Morris	X						TBD	TBD	This project is scheduled for further review in mid 2019 to further develop and redefine the work scope.	The project will design and implement LID and green infrastructure projects such as green alleys and trash/debris exclusion devices to mitigate stormwater and dry-weather run-off impacts on the City's beaches.
1	SH	14-168	Bike Friendly Street Improvements (Previously named "Valley Drive Sharrows", "Bike Friendly Routes on 22nd St./Monterey Blvd. & Longfellow Ave.)	\$ 20,000	Leeanne Singleton		X					Prepare preliminary design for all identified corridors - 3/31/19	6/30/2019	Preliminary design of proposed bike facilities for 27th Street, Ardmore Avenue, Valley Drive, and Pier Avenue consistent with Bicycle Master Plan and General Plan is underway.	This project proposes the selection and implementation of Hermosa Beach prioritized project(s) from the South Bay Bicycle Master Plan.
2	SH	14-173	8th Street - Safe Route to School	\$ 1,065,206	Reed Salan			X				Receive Final (100%) Plans - 2/28/19	6/30/2019	Final plan check comments sent back to consultant; staff is expecting approved plans in mid February. Project walk through for interested residents was completed on 12-19-18 successfully.	The project consists of improvements that will improve walkability and provide safe pedestrian access on 8th Street from Valley Drive to Hermosa Avenue. Improvements include continuous sidewalk; ADA curb access ramps on 8th Street; drainage improvements; installing crosswalks on both sides of 8th Street at intersections of: Manhattan Avenue, Monterey Blvd, Loma Drive, Cypress Avenue, Bard Street and Valley Drive.
1	SH	16-174	Annual Street Improvements - Various Locations	\$ 948,459	Lucho Rodriguez					X		Complete construction - 3/31/19	3/31/2019	Hermosa Avenue Paving continues through the end of January due to rain. Contract for Duratherm crosswalks on Hermosa Avenue awarded on February 12th, 2019; construction work will be completed in March. Colored Concrete on the Strand is also a part of this contract.	This project includes for annual slurry seal of City streets to maintain the pavement condition. The selected streets will be prioritized based on recommendations in the current Pavement Management Plan. Paving of Hermosa Avenue from 10th to 26th Street is the project identified for this CIP.
3	SH	17-186	Annual Street Improvements - Various Locations	\$ 1,340,000	Lucho Rodriguez		X					Request Design Quotes from On-Call Consultants - 3/31/19	6/30/2020	Design services to be solicited for via on-call consultants in mid-March 2019 (est). The identified streets will be the streets that have sewer improvements that are currently under design and will be under construction in FY 19-20.	This project includes for annual slurry seal of City streets to maintain the pavement condition. The selected streets will be prioritized based on recommendations in the current Pavement Management Plan.
2	SH	16-184	Pacific Coast Highway Sidewalk Improvements	\$ 98,152	Reed Salan				X			Begin Construction - Awaiting Caltrans Review	TBD - 3 Months from Construction Start	Caltrans approved additional funding request. Caltrans reviewing material submittals and shop drawings. Construction start pending Caltrans review. CIP 16-184 and CIP 16-185 are combined into one project. NOTE: This project was re-appropriated due to unanticipated time length of Caltrans review and has caused delay of estimated construction time, which was estimated to complete in FY17-18.	This project proposes sidewalk improvements along PCH as needed to mitigate possible trip hazards. The project will involve concrete grinding and repair and replacement of sidewalk sections at various locations identified by the City Consultant and approved by Caltrans. The costs are to be reimbursed by Caltrans.
2	SH	16-185	ADA Improvements on PCH between 2nd Street and 21st Street	\$ 286,756	Reed Salan				X			Begin Construction - Awaiting Caltrans Review	TBD - 3 Months from Construction Start	Caltrans approved additional funding request. Caltrans reviewing material submittals and shop drawings. Construction start pending Caltrans review. CIP 16-184 and CIP 16-185 are combined into one project. NOTE: This project was re-appropriated due to unanticipated time length of Caltrans review and has caused delay of estimated construction time, which was estimated to complete in FY17-18.	This project proposes ADA Curb Ramp improvements along PCH to comply with ADA requirements. The project will involve construction and reconstruction of ADA curb ramps at various intersections. The funding for this project is provided by Caltrans.
1	SH	17-187	Stamped Concrete Replacement on the Strand	\$ 140,000	Lucho Rodriguez					X		Under Construction	3/31/2019	This project is combined with CIP# 16-174 Street Improvements - Hermosa Ave resurfacing. Stamped Concrete on The Strand will restart on February 25 and will be completed in late March due to more rain events in the forecast.	This project proposes to replace the stamped concrete on the Strand bikeway/walkway between 10th Street and 15th Street. The existing stamped concrete suffers from damage due to age, weather, and exposure to the elements of a marine environment.
4	SH	17-188	Strand Bikeway and Walkway Improvements at 35th Street	\$ 115,000	Lucho Rodriguez	X						Awaiting Grant Application Notification - 3/31/19	TBD	Submitted grant to Caltrans for Adaptation Planning Grant November 2018. Awaiting decision on grant application to confirm next steps to initiate design.	This project would provide for improved accessibility & connectivity for bicyclists travelling between the Cities of Hermosa Beach and Manhattan Beach via The Strand at 35th Street. The project will also consider the addition of a dedicated ADA path to provide greater ADA accessibility to The Strand.

Categories:
SH = Street/Highway
SSD = Sewer/Storm Drain
PI = Parks
PBG = Public Building and Ground

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2	SSD	17-416	Annual Sewer Improvements - Various Locations	\$ 1,260,000	Lucho Rodriguez			X				Issue Notice Inviting Bids - 3/31/19	12/31/2019	Phase 1 complete and constructed. Phase 2 within residential areas in review at 90%. Bidding estimated for March 2019. Locations as per 2017 Sanitary Sewer Master Plan.	Storm drain improvements throughout the City. Locations will be identified and prioritized per the recently adopted Storm Drain Master Plan. Projects will address deficiencies, ponding, and repairs as well as locations for new storm drains.
3	SSD	17-417	Annual Storm Drain Improvements - Various Locations	\$ 645,090	Lucho Rodriguez		X					RFP for Design - 4/15/19	12/31/2019	Reviewed Storm Drain Master Plan data to identify priority projects and prepare designs for construction. Project identified as first CIP in the master plan is the Storm Drain Outfalls.	Storm drain improvements throughout the City. Locations will be identified and prioritized per the recently adopted Storm Drain Master Plan. Projects will address deficiencies, ponding, and repairs as well as locations for new storm drains.
H/CR	PI	13-538	Citywide Park Master Plan	\$ 219,750	Leeanne Singleton	X						Finalize Scope of Work and Issue Request for Proposals - TBD	TBD	RFP currently on hold to allow for coordination with LA County Parks Measure A funding and allocation plan criteria.	The City is seeking to prepare a Parks Master Plan that achieves the following goals: • Engages the community and local recreational organizations in a dialogue about parks and open space resources in Hermosa Beach; • Identifies the current demand/utilization and the future/evolving parks and recreational facility needs for the Hermosa Beach community; • Leverages the vision and goals of the recently adopted General Plan and the Community Decision-Making Tool; • Identifies an appropriate balance between organized and informal recreational activities at the City's parks and open spaces; • Serves as a dynamic useful planning and implementation document that enjoys broad community and political support; • Provides a comprehensive strategy to maintain, rehabilitate and improve the City's network of parks, facilities, and open space assets, including current unfunded park and recreational opportunities; • Evaluates the effective use of the City's financial and physical resources and opportunities to fund implementation of the recommendations in the Master Plan.
2	PI	16-542	Storm water/Urban Run-Off Diversion Project	\$ 4,218,763	Kristy Morris		X					Identify Alternative Project Location(s) - 2/28/19	12/31/2021	Exploring alternative locations. Council subcommittee formed with Redondo Beach to discuss potential project locations within Redondo Beach jurisdiction.	This is a joint project between the Beach Cities Watershed Management Group member agencies. Hermosa Beach's portion of the matching funds is 10% , based on the contributing tributary to the project.
H/CR	PI	17-544	Feasibility, Greenbelt Path	\$ 10,000	Lucho Rodriguez	X						TBD	TBD	This project is on hold following opinion provided by City Attorney.	Determine the feasibility of installing decomposed granite on the Greenbelt to provide a firm, natural looking and permeable path that increases accessibility for the disabled and boosts accessibility for all.
4	PI	17-545	Clark Stadium Bleachers	\$ 30,000	Ells Freeman	X						TBD	TBD	Requires field review to refine scope of work before engaging architect or designer.	The purpose of this project is to improve the bleachers at the Clark Stadium, and to construct new stairs for access to the bleachers that comply with ADA standards. This work will also address the damages on the concrete pathway at the west entrance of the park. The damages are due to invasive tree roots.
2	PBG	12-609	Downtown Strategic Plan Implementation	\$ 673,000	Fabio Macias		X					Installation of Security Lighting and Sample Pier Plaza Light Posts/Fixtures - 6/30/19	6/30/2019	Staff presented to Council the recommended styles for Pier Plaza lighting and poles as part of the Downtown security & aesthetics lighting strategy on February 12, 2019. Following Council direction, staff will prioritize the installation of the safety/security lighting. Finalizing authorization for Beach Dr between 12th & 13th for wall pack lighting installation. Finalizing additional lighting for Lot B. CIP# 15-675 Pier Plaza Light post replacement is included as part of this project.	This project (Phase 1) will provide for improved lighting, safety and cleanliness at Parking Lots A & B, Beach Drive between 11th and 13th Streets and Pier Plaza.
1	PBG	14-614	Police Facilities Improvements	\$ 45,404	Ells Freeman					X		Complete Painting and Flooring installation - 3/31/2019	3/31/2019	Install police lock system improvements in progress (complete). Coordinating with PD for coordinated rollout of new system. Renovate kitchen & booking area (complete). Painting & flooring (90%). Scheduling the floor to be completed by the end of this month.	This project involves installation of new updated locks on secured doors in the police department; includes key fobs and keypad access at all doors. Building of office space and storage on PD ramp; includes installing new flooring, paint, and updated HVAC system, and furniture. Renovation of the jail Livescan, booking, and kitchen area; requires customized cabinets to comply with jail standards, painting, and additional furniture.
3	PBG	15-615	City Yard Renovation	\$ 211,715	Kristy Morris		X					Completion and Review of Remediation Plan by LA County - 3/31/19	6/30/2021	Kick-off mtg in 06-2018. Reviewing HHR complete and implementing remediation plan into project design documents. LA County Environmental Health will be oversight agency for remediation. Staff & consultant did site review towards design efforts. Consultant finalizing administration design. LA County reviewing project for soil disturbance remediation efforts.	The scope of work for FY 2018/19 will consist of completing the Human Health Risk Assessment and site remediation of the City Yard site and developing design and construction documents for the new City Yard facility. (Note: \$2,156,000 has been reserved for construction and contingency in the Capital Improvement Fund for this project.)
2	PBG	16-629	Municipal Pier Structural Assessment and Repairs	\$ 415,000	Fabio Macias				X			Submission of Coastal Commission Permit	6/30/2020	Plans and specs 100% complete. Specs being modified for construction mitigation measures. Reviewing for preparation of application for Coastal Commission permit to be combined effort with CIP 15-650 Pier Electrical Repairs project.	This project will preparation of a pier structural assessment report to develop a multi-year program for repairs of structural supporting elements of the municipal pier.

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1	PBG	15-650	Community Center General Improvements	\$ 418,031	Ells Freeman					X		Under Construction	6/30/2019	Exterior walls have been repaired/prepped for painting. Painting has started and 95% complete. Weather has caused delays to painting activity.	This project will include improvements to the Community Center including, repainting windows, doors, and interior & exterior surface of the building.
3	PBG	15-660	Municipal Pier Electrical Repairs	\$ 541,202	Fabio Macias			X				Submission of Coastal Commission Permit	6/30/2020	Design complete. Design review 90% complete. Specs being modified for construction mitigation measures. Reviewing for preparation of application for Coastal Commission permit to be combined effort with CIP 16-629 Pier Structural Assessment project.	The pier electrical repairs will involve the replacement of existing conduit, junction boxes, connections and wiring so that the lights can be functional. The project will also eliminate the service box towards the end of the pier and create a new service connection point for the foghorn at the end of the pier.
2	PBG	15-669	City Park Restroom Renovations (Previously named 'Fort Lots-O-Fun and Seaview Parkette Restrooms'; combined with 'South Park Restroom Renovations', and 'Clark Field Restroom Improvements')	\$ 1,081,122	Kristy Morris				X			Approval of Coastal Commission Documents - TBD	6/30/2020	Designs complete and construction documents reviewed. Construction bid documents being prepared. Coastal Develop Permit Waivers for South Park and Clark Field approved by the Coastal Commission.	This project consists of design and construction of ADA compliant restrooms at four parks (Fort Lots-O-Fun, Seaview Parkette, South Park, Clark Field) and renovation of the current restrooms at South Park.
1	PBG	15-670	Tree Well Grates	\$ 131,748	Ells Freeman					X		Installation of Hermosa Ave Tree Well Grates - 3/31/19	3/31/2019	Tree grates for Hermosa Avenue between 10th and 14th Street currently being fabricated and are expected to be installed in Q1 2019.	This Project will install iron tree grates in existing tree wells on Pier Plaza and Hermosa Avenue.
2	PBG	15-672	Council Chamber Improvements	\$ 305,024	Ells Freeman			X				Review Plans and Finalize Bid Package - 3/31/19	12/31/2019	Design completed. Need to review specs for current tech upgrades available. Project documents under review to prepare and finalize Bid Package for advertising. Solicit project bids for supply and installation estimate March 2019.	Replacement of audio/visual equipment in the Council Chambers. Project will replace audio visual equipment in the Council Chambers. Additional enhancements may be considered that would increase the scope and budget of the project by as much as \$45,000 depending on the equipment selected.
1	PBG	15-675	Pier Plaza Lamp Post Replacement	\$ 71,922	Kristy Morris			X				Installation of Sample Fixtures and Posts - 3/31/19	6/30/2019	This project has been combined as part of CIP 12-609 Downtown Strategic Plan Implementation.	The existing 22 light poles and fixtures on Pier Plaza were installed in 1996 and are in disrepair. They will be replaced with poles and LED lights and fixtures that reflect the City's architecture and commitment to public safety.
3	PBG	16-682	Lot D Electrical Vehicle and Bicycle Transportation Infrastructure Expansion	\$ 401,000	Kristy Morris			X				Presentation of 90% Design Plans to Commission and Council	3/31/2019	90% project documents under plan check and once complete to be presented to Pub Works Comm in mid 2019. 90 % design plans to be presented to City Council.	The project will install a rapid electric vehicle charging station, expand bicycle parking and capture and treat storm water run-off from road and parking surfaces and Manhattan Ave/14th Street (Parking Lot D). This project will address ADA issues by installing a ramp and pedestrian seating.
3	PBG	17-684	Emergency Operations Center Renovations	\$ 193,500	Ells Freeman	X						Hire architect to prepare interior plans	TBD	Reviewing scope of work for restroom renovations, equipment, and dataline relocation.	The project will renovate the space adjacent to the EOC and upgrade restroom facilities, electrical, and IT infrastructure reconfigurations of the Emergency Operations Center.
1	PBG	17-687	ADA Improvements at Various Locations	\$ 150,000	Fabio Macias				X			Close Bid Solicitation and Award Construction Contract - 3/31/19	6/30/2019	Staff has revised project docs. In discussions with Community Development Commission of LA County (LACDC), staff requested to combine this project with CIP 18-692 ADA Improvement at Various Locations to create a more competitive bid package. LACDC approved the project combination and requested that Labor Compliance services be acquired for the project. Solicited & received RFP for labor compliance services; under review. Estimate to solicit for construction bids mid February 2019.	Improvements and relocation of sidewalks, curb ramps and obstructions in highly traversed areas within the City in order to follow the Americans with Disabilities Act (ADA) and meet the latest Federal Standards. Locations are:6th St @ Prospect Ave, NW, SW; 5th St @ Prospect Ave, NW, NE,SW; 4th St @ Prospect Ave., NW, SW; Gentry Ave @ Prospect Ave, NW, SW; Hollowell Ave. @ Prospect Ave., NW, NE, Southwest. (If project budget allows)
3	PBG	17-689	Clark Building Renovations	\$ 423,554	Ells Freeman		X					Hire architect to prepare interior plans - 3/31/19	6/30/2020	Equipment layout/schedule was presented to Pub Works Comm in November 2018. Received their recommendation to present to Council. Public Works Field staff have upgraded the plumbing, building electrical (80%), installed & relocated a new water heater, coordinating for installation of new area drains. Area grain works and new sewer lateral work in progress. Project requires upgraded electrical supply for building; staff discussing details with SCE (on-going). Staff has requested cost for architectural service in order to submit plans to LA County Health Department for the required permit.	Remodel of kitchen and restrooms at Clark Building. The project proposes: 1. Design, Operational Review 2. Kitchen Remodel - including new commercial appliances, sinks, countertops, lighting, tile, flooring, doors and ADA upgrades. 3. Restrooms Remodel - including new flooring, fixtures, stalls, sinks, toilets, lighting, and ADA upgrades. Electrical, plumbing, sewer line upgrades. 4. Install new HVAC. 5. Acoustic panels and new lighting throughout ballroom area. 6. ADA upgrades to entrance building entrance points.
1	PBG	18-691	ADA Improvements at Various Locations	\$ 120,000	Fabio Macias				X			Close Bid Solicitation and Award Construction Contract - 3/31/19	6/30/2019	Combined with CIP 17-687	Improvements and relocation of sidewalks, curb ramps and obstructions in highly traversed areas within the City in order to follow the Americans with Disabilities Act (ADA) and meet the latest Federal Standards.
2	PBG	18-692	14th Street Beach Restroom Rehabilitation	\$ 110,000	Ells Freeman		X					Hire architect to prepare designs - 6/30/19	6/30/2020	Staff is waiting for cost from the architect that designed 2nd Street and 22nd Street restrooms for first phase of this project	This project proposes replacement of the existing sewer lift station components which includes 2 submersible pumps; motor control panel; associated plumbing; addition of telemetry for condition/outage notifications.

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1	PI	17-546	Citywide Park Improvements	\$ 56,359	Ells Freeman					X		Complete activities at Noble Park and Herondo St.	6/30/2019	Current landscaping and maintenance activities are focused are Noble Park improvements and installation of palm trees on Herondo St.	Current landscaping and maintenance activities are focused are Noble Park improvements and installation of palm trees on Herondo St.
H/CR	PBG	15-668	Library Community Needs Assessment	\$ 42,522	Kelly Orta	X						TBD	TBD	On hold until funding opportunities become available for a new or renovated library facility.	This needs assessment includes two phases: Phase I addresses the needs assessment to provide a report for library facility needs, space planning and daily services. Phase II will address the preparation of a conceptual design for remodeling the existing facility, reconstruction, or new construction at a new location.
C	PBG	16-673	Breakroom Improvements City Hall/Yard	\$ 11,227	Ells Freeman						X	Complete	Complete	Project Complete.	This project upgraded and renovated the break rooms at City Hall and the City Yard.
1	PBG	16-674	Police Department Substation Facility Improvement	\$ 5,755	Ells Freeman						X	Complete communications equipment installation	6/30/2019	Public works renovations are complete. Communication equipment installations are in progress.	This project upgraded the substation facility included in the Parking Structure to meet police department storage and communications needs.
1	PBG	17-683	Bard Street Closure	\$ 112,989	Ells Freeman						X	Installation	6/30/2019	The gate installation portion of the project has been completed. An aesthetic treatment to the gate on Bard St is being designed. Friends of the Library relocation is pending, and will be re-established as a new CIP when site location is finalized.	This project includes the installation of security gates on Bard Street and 11th Place to provide a secure location for police and fire vehicles and equipment. The project also includes relocation of Friends of the Library facility.
2	PBG	18-693	Community Theater Needs Assessment	\$ 30,000	Kelly Orta	X						March 2019 - Release of RFP	5/31/2019	Staff is finalizing the RFP.	This needs assessment will include an analysis and conceptual cost estimates of two scenarios: a. A major renovation of the Community Theatre to transform it into a regional performing arts center; and b. A conservative renovation to upgrade the Community Theatre, taking into consideration its current users and maintaining the community focus of the facility. Market trends for similar and/or other theaters will also be included.

Priority Level:

C = Complete

1 = To be completed in FY 18/19

2 = To be completed in FY 19/20

3 = To be completed within 3 years

4 = To be completed within 5 years

H/CR = On Hold and/or Candidate for Removal

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3	SH	12-143	PCH Mobility Improvement Project (Previously named "PCH/Aviation Mobility Improvements")	\$ 636,134	Lucho Rodriguez		X					TBD	TBD	Prop A & C funds transferred to CIP 16-174 Annual Street Improvements for Hermosa Avenue resurface. Staff has reviewed and coordinated to request funds for the installation of new, landscaped center medians between along PCH between Artesia Blvd and Pier Ave. The center medians will provide for safer turning movements in order to reduce/eliminate left turn conflicts along the segment of PCH. Increasing the safety aspects reduces the potential for accidents and minimizes delays incurred on PCH. A request was submitted to SBCCOG/Metro for review/approval & funding. If approved, funding would be available in FY19-20. 10/24/2018 - 1/14/2019	This project will improve the Pacific Coast Highway corridor mobility's (vehicular movement) aspect for efficiency. Improvements include elements of a "Complete Street" which include coastal sensitive drought-tolerant landscaped raised center medians to increase driver safety; enhanced safety pedestrian crosswalk features; new street furniture & bus shelters where applicable incorporating transit kiosks; ADA accessibility. These improvements will be coordinated as part of the Caltrans CAPM \$60M pavement resurfacing project scheduled to start in 2022.
2	SH	12-160	PCH Traffic Improvements	\$ 399,922	Reed Salan				X			Begin Construction - Awaiting Caltrans Review	TBD - 3 Months from Construction Start	Caltrans is reviewing project materials, information & shop drawings. Add'l funding (\$76,734) requested from Metro was approved 10-25-18. Shop drawings were submitted to Caltrans material lab for review/approval prior to construction start. Construction start pending completion of Caltrans review.	The work scope for this project will install pedestrian signal, crosswalks and ADA curb ramps improvements at the intersections of PCH and Pier Avenue and PCH and Aviation Boulevard including California Truck Turn improvements at this intersection.
4	SH	15-162	Green Alley and Beach Quality Improvement Project (Previously named "Beach Drive Green Alley")	\$ 187,500	Kristy Morris	X						TBD	TBD	This project is scheduled for further review in mid 2019 to further develop and redefine the work scope.	The project will design and implement LID and green infrastructure projects such as green alleys and trash/debris exclusion devices to mitigate stormwater and dry-weather run-off impacts on the City's beaches.
1	SH	14-168	Bike Friendly Street Improvements (Previously named "Valley Drive Sharrows", "Bike Friendly Routes on 22nd St./Monterey Blvd. & Longfellow Ave.)	\$ 20,000	Leeanne Singleton		X					Prepare preliminary design for all identified corridors - 3/31/19	6/30/2019	Preliminary design of proposed bike facilities for 27th Street, Ardmore Avenue, Valley Drive, and Pier Avenue consistent with Bicycle Master Plan and General Plan is underway.	This project proposes the selection and implementation of Hermosa Beach prioritized project(s) from the South Bay Bicycle Master Plan.
2	SH	14-173	8th Street - Safe Route to School	\$ 1,056,542	Reed Salan			X				Receive Final (100%) Plans - 2/28/19	6/30/2019	Final plan check comments sent back to consultant; staff is expecting approved plans in mid February. Project walk through for interested residents was completed on 12-19-18 successfully.	The project consists of improvements that will improve walkability and provide safe pedestrian access on 8th Street from Valley Drive to Hermosa Avenue. Improvements include continuous sidewalk; ADA curb access ramps on 8th Street; drainage improvements; installing crosswalks on both sides of 8th Street at intersections of: Manhattan Avenue, Monterey Blvd, Loma Drive, Cypress Avenue, Bard Street and Valley Drive.
1	SH	16-174	Annual Street Improvements - Various Locations	\$ 2,268,006	Lucho Rodriguez					X		Complete construction - 3/31/19	3/31/2019	Hermosa Avenue Paving continues through the end of January due to rain. Contract for Duratherm crosswalks on Hermosa Avenue awarded on February 12th, 2019; construction work will be completed in March. Colored Concrete on the Strand is also a part of this contract.	This project includes for annual slurry seal of City streets to maintain the pavement condition. The selected streets will be prioritized based on recommendations in the current Pavement Management Plan. Paving of Hermosa Avenue from 10th to 26th Street is the project identified for this CIP.
3	SH	17-186	Annual Street Improvements - Various Locations	\$ 407,707	Lucho Rodriguez		X					Request Design Quotes from On-Call Consultants - 3/31/19	6/30/2020	Design services to be solicited for via on-call consultants in mid-March 2019 (est). The identified streets will be the streets that have sewer improvements that are currently under design and will be under construction in FY 19-20.	This project includes for annual slurry seal of City streets to maintain the pavement condition. The selected streets will be prioritized based on recommendations in the current Pavement Management Plan.
2	SH	16-184	Pacific Coast Highway Sidewalk Improvements	\$ 98,152	Reed Salan				X			Begin Construction - Awaiting Caltrans Review	TBD - 3 Months from Construction Start	Caltrans approved additional funding request. Caltrans reviewing material submittals and shop drawings. Construction start pending Caltrans review. CIP 16-184 and CIP 16-185 are combined into one project. NOTE: This project was re-appropriated due to unanticipated time length of Caltrans review and has caused delay of estimated construction time, which was estimated to complete in FY17-18.	This project proposes sidewalk improvements along PCH as needed to mitigate possible trip hazards. The project will involve concrete grinding and repair and replacement of sidewalk sections at various locations identified by the City Consultant and approved by Caltrans. The costs are to be reimbursed by Caltrans.
2	SH	16-185	ADA Improvements on PCH between 2nd Street and 21st Street	\$ 287,260	Reed Salan				X			Begin Construction - Awaiting Caltrans Review	TBD - 3 Months from Construction Start	Caltrans approved additional funding request. Caltrans reviewing material submittals and shop drawings. Construction start pending Caltrans review. CIP 16-184 and CIP 16-185 are combined into one project. NOTE: This project was re-appropriated due to unanticipated time length of Caltrans review and has caused delay of estimated construction time, which was estimated to complete in FY17-18.	This project proposes ADA Curb Ramp improvements along PCH to comply with ADA requirements. The project will involve construction and reconstruction of ADA curb ramps at various intersections. The funding for this project is provided by Caltrans.
1	SH	17-187	Stamped Concrete Replacement on the Strand	\$ 140,000	Lucho Rodriguez					X		Under Construction	3/31/2019	This project is combined with CIP# 16-174 Street Improvements - Hermosa Ave resurfacing Stamped Concrete on The Strand will restart on February 25 and will be completed in late March due to more rain events in the forecast.	This project proposes to replace the stamped concrete on the Strand bikeway/walkway between 10th Street and 15th Street. The existing stamped concrete suffers from damage due to age, weather, and exposure to the elements of a marine environment.
4	SH	17-188	Strand Bikeway and Walkway Improvements at 35th Street	\$ 115,000	Lucho Rodriguez	X						Awaiting Grant Application Notification - 3/31/19	TBD	Submitted grant to Caltrans for Adaptation Planning Grant November 2018. Awaiting decision on grant application to confirm next steps to initiate design.	This project would provide for improved accessibility & connectivity for bicyclists travelling between the Cities of Hermosa Beach and Manhattan Beach via The Strand at 35th Street. The project will also consider the addition of a dedicated ADA path to provide greater ADA accessibility to The Strand.

Priority Level	Project Category	CIP No.	Project Name	Project Budget	Project Manager	Study/Conceptual Plannin	Preliminary Design	Final Engineering Design	Project Approvals/ Biddin	Construction	Closeout	Tentative Date to Next Milestone/ Update	Estimated Project Completion Date	Current Project Status	Project Description
2	SSD	17-416	Annual Sewer Improvements - Various Locations	\$ 1,260,000	Lucho Rodriguez			X				Issue Notice Inviting Bids - 3/31/19	12/31/2019	Phase 1 complete and constructed. Phase 2 within residential areas in review at 90%. Bidding estimated for March 2019. Locations as per 2017 Sanitary Sewer Master Plan.	Storm drain improvements throughout the City. Locations will be identified and prioritized per the recently adopted Storm Drain Master Plan. Projects will address deficiencies, ponding, and repairs as well as locations for new storm drains.
3	SSD	17-417	Annual Storm Drain Improvements - Various Locations	\$ 645,090	Lucho Rodriguez		X					RFP for Design - 4/15/19	12/31/2019	Reviewed Storm Drain Master Plan data to identify priority projects and prepare designs for construction. Project identified as first CIP in the master plan is the Storm Drain Outfalls.	Storm drain improvements throughout the City. Locations will be identified and prioritized per the recently adopted Storm Drain Master Plan. Projects will address deficiencies, ponding, and repairs as well as locations for new storm drains.
H/CR	PI	13-538	Citywide Park Master Plan	\$ 215,475	Leeanne Singleton	X						Finalize Scope of Work and Issue Request for Proposals - TBD	TBD	RFP currently on hold to allow for coordination with LA County Parks Measure A funding and allocation plan criteria.	The City is seeking to prepare a Parks Master Plan that achieves the following goals: • Engages the community and local recreational organizations in a dialogue about parks and open space resources in Hermosa Beach; • Identifies the current demand/utilization and the future/evolving parks and recreational facility needs for the Hermosa Beach community; • Leverages the vision and goals of the recently adopted General Plan and the Community Decision-Making Tool; • Identifies an appropriate balance between organized and informal recreational activities at the City's parks and open spaces; • Serves as a dynamic useful planning and implementation document that enjoys broad community and political support; • Provides a comprehensive strategy to maintain, rehabilitate and improve the City's network of parks, facilities, and open space assets, including current unfunded park and recreational opportunities; • Evaluates the effective use of the City's financial and physical resources and opportunities to fund implementation of the recommendations in the Master Plan.
2	PI	16-542	Storm water/Urban Run-Off Diversion Project	\$ 4,184,005	Kristy Morris		X					Identify Alternative Project Location(s) - 2/28/19	12/31/2021	Exploring alternative locations. Council subcommittee formed with Redondo Beach to discuss potential project locations within Redondo Beach jurisdiction.	This is a joint project between the Beach Cities Watershed Management Group member agencies. Hermosa Beach's portion of the matching funds is 10%, based on the contributing tributary to the project.
H/CR	PI	17-544	Feasibility, Greenbelt Path	\$ 10,000	Lucho Rodriguez	X						TBD	TBD	This project is on hold following opinion provided by City Attorney.	Determine the feasibility of installing decomposed granite on the Greenbelt to provide a firm natural looking and permeable path that increases accessibility for the disabled and boosts accessibility for all.
4	PI	17-545	Clark Stadium Bleachers	\$ 30,000	Ells Freeman	X						TBD	TBD	Requires field review to refine scope of work before engaging architect or designer.	The purpose of this project is to improve the bleachers at the Clark Stadium, and to construct new stairs for access to the bleachers that comply with ADA standards. This work will also address the damages on the concrete pathway at the west entrance of the park. The damages are due to invasive tree roots.
2	PBG	12-609	Downtown Strategic Plan Implementation	\$ 662,665	Fabio Macias		X					Installation of Security Lighting and Sample Pier Plaza Light Posts/Fixtures - 6/30/19	6/30/2019	Staff presented to Council the recommended styles for Pier Plaza lighting and poles as part of the Downtown security & aesthetics lighting strategy on February 12, 2019. Following Council direction, staff will prioritize the installation of the safety/security lighting. Finalizing authorization for Beach Dr between 12th & 13th for wall pack lighting installation. Finalizing additional lighting for Lot B. CIP# 15-675 Pier Plaza Light post replacement is included as part of this project.	This project (Phase 1) will provide for improved lighting, safety and cleanliness at Parking Lots A & B, Beach Drive between 11th and 13th Streets and Pier Plaza.
1	PBG	14-614	Police Facilities Improvements	\$ 98,252	Ells Freeman					X		Complete Painting and Flooring installation - 3/31/2019	3/31/2019	Install police lock system improvements in progress (complete). Coordinating with PD for coordinated rollout of new system. Renovate kitchen & booking area (complete). Painting & flooring (90%). Scheduling the floor to be completed by the end of this month.	This project involves installation of new updated locks on secured doors in the police department; includes key fobs and keypad access at all doors. Building office space and storage on PD ramp; includes installing new flooring, paint, and updated HVAC system, and furniture. Renovation of the jail Livescan, booking, and kitchen area; requires customized cabinets to comply with jail standards, painting, and additional furniture
3	PBG	15-615	City Yard Renovation	\$ 229,244	Kristy Morris		X					Completion and Review of Remediation Plan by LA County - 3/31/19	6/30/2021	Kick-off mtg in 06-2018. Reviewing HHR complete and implementing remediation plan into project design documents. LA County Environmental Health will be oversight agency for remediation. Staff & consultant did site review towards design efforts. Consultant finalizing administration design. LA County reviewing project for soil disturbance remediation efforts.	The scope of work for FY 2018/19 will consist of completing the Human Health Risk Assessment and site remediation of the City Yard site and developing design and construction documents for the new City Yard facility. (Note: \$2,156,000 has been reserved for construction and contingency in the Capital Improvement Fund for this project.)
2	PBG	16-629	Municipal Pier Structural Assessment and Repairs	\$ 417,380	Fabio Macias				X			Submission of Coastal Commission Permit	6/30/2020	Plans and specs 100% complete. Specs being modified for construction mitigation measures. Reviewing for preparation of application for Coastal Commission permit to be combined effort with CIP 15-650 Pier Electrical Repairs project.	This project will preparation of a pier structural assessment report to develop a multi-year program for repairs of structural supporting elements of the municipal pier.

Categories:
SH = Steel/Highway
SSD = Sewer/Storm Drain
PI = Parks
PBG = Public Building and Ground

Priority Level	Project Category	CIP No.	Project Name	Project Budget	Project Manager	Study/Conceptual Planning	Preliminary Design	Final Engineering Design	Project Approvals/Bidding	Construction	Closeout	Tentative Date to Next Milestone/ Update	Estimated Project Completion Date	Current Project Status	Project Description
1	PBG	15-650	Community Center General Improvements	\$ 410,679	Ells Freeman					X		Under Construction	6/30/2019	Exterior walls have been repaired/prepped for painting. Painting has started and 95% complete. Weather has caused delays to painting activity.	This project will include improvements to the Community Center including, repainting windows, doors, and interior & exterior surface of the building.
3	PBG	15-660	Municipal Pier Electrical Repairs	\$ 535,184	Fabio Macias			X				Submission of Coastal Commission Permit	6/30/2020	Design complete. Design review 90% complete. Specs being modified for construction mitigation measures. Reviewing for preparation of application for Coastal Commission permit to be combined effort with CIP 16-629 Pier Structural Assessment project.	The pier electrical repairs will involve the replacement of existing conduit, junction boxes, connections and wiring so that the lights can be functional. The project will also eliminate the service box towards the end of the pier and create a new service connection point for the foghorn at the end of the pier.
2	PBG	15-669	City Park Restroom Renovations (Previously named 'Fort Lots-O-Fun and Seaview Parkette Restrooms'; combined with 'South Park Restroom Renovations', and 'Clark Field Restroom Improvements')	\$ 1,055,994	Kristy Morris				X			Approval of Coastal Commission Documents - TBD	6/30/2020	Designs complete and construction documents reviewed. Construction bid documents being prepared. Coastal Develop Permit Waivers for South Park and Clark Field approved by the Coastal Commission.	This project consists of design and construction of ADA compliant restrooms at four parks (Fort Lots-O-Fun, Seaview Parkette, South Park, Clark Field) and renovation of the current restrooms at South Park.
1	PBG	15-670	Tree Well Grates	\$ 67,220	Ells Freeman					X		Installation of Hermosa Ave Tree Well Grates - 3/31/19	3/31/2019	Tree grates for Hermosa Avenue between 10th and 14th Street currently being fabricated and are expected to be installed in Q1 2019.	This Project will install iron tree grates in existing tree wells on Pier Plaza and Hermosa Avenue.
2	PBG	15-672	Council Chamber Improvements	\$ 305,024	Ells Freeman			X				Review Plans and Finalize Bid Package - 3/31/19	12/31/2019	Design completed. Need to review specs for current tech upgrades available. Project documents under review to prepare and finalize Bid Package for advertising. Solicit project bids for supply and installation estimate March 2019.	Replacement of audio/visual equipment in the Council Chambers. Project will replace audio visual equipment in the Council Chambers. Additional enhancements may be considered that would increase the scope and budget of the project by as much as \$45,000 depending on the equipment selected.
1	PBG	15-675	Pier Plaza Lamp Post Replacement	\$ 71,922	Kristy Morris			X				Installation of Sample Fixtures and Posts - 3/31/19	6/30/2019	This project has been combined as part of CIP 12-609 Downtown Strategic Plan Implementation.	The existing 22 light poles and fixtures on Pier Plaza were installed in 1996 and are in disrepair. They will be replaced with poles and LED lights and fixtures that reflect the City's architecture and commitment to public safety.
3	PBG	16-682	Lot D Electrical Vehicle and Bicycle Transportation Infrastructure Expansion	\$ 210,163	Kristy Morris			X				Presentation of 90% Design Plans to Commission and Council	3/31/2019	90% project documents under plan check and once complete to be presented to Pub Works Comm in mid 2019. 90 % design plans to be presented to City Council.	The project will install a rapid electric vehicle charging station, expand bicycle parking and capture and treat storm water run-off from road and parking surfaces and Manhattan Ave/14th Street (Parking Lot D). This project will address ADA issues by installing a ramp and pedestrian seating.
3	PBG	17-684	Emergency Operations Center Renovations	\$ 193,500	Ells Freeman	X						Hire architect to prepare interior plans	TBD	Reviewing scope of work for restroom renovations, equipment, and dataline relocation.	The project will renovate the space adjacent to the EOC and upgrade restroom facilities, electrical, and IT infrastructure reconfigurations of the Emergency Operations Center.
1	PBG	17-687	ADA Improvements at Various Locations	\$ 150,000	Fabio Macias				X			Close Bid Solicitation and Award Construction Contract - 3/31/19	6/30/2019	Staff has revised project docs. In discussions with Community Development Commission of LA County (LACDC), staff requested to combine this project with CIP 18-692 ADA Improvement at Various Locations to create a more competitive bid package. LACDC approved the project combination and requested that Labor Compliance services be acquired for the project. Solicited & received RFP for labor compliance services; under review. Estimate to solicit for construction bids mid February 2019.	Improvements and relocation of sidewalks, curb ramps and obstructions in highly traversed areas within the City in order to follow the Americans with Disabilities Act (ADA) and meet the latest Federal Standards. Locations are:6th St @ Prospect Ave., NW, SW; 5th St @ Prospect Ave., NW, NE,SW; 4th St @ Prospect Ave., NW, SW; Gentry Ave @ Prospect Ave., NW, SW; Hollowell Ave. @ Prospect Ave., NW, NE, Southwest. (If project budget allows)
3	PBG	17-689	Clark Building Renovations	\$ 423,554	Ells Freeman		X					Hire architect to prepare interior plans - 3/31/19	6/30/2020	Equipment layout/schedule was presented to Pub Works Comm in November 2018. Received their recommendation to present to Council. Public Works Field staff have upgraded the plumbing, building electrical (80%), installed & relocated a new water heater, coordinating for installation of new area drains. Area grain works and new sewer lateral work in progress. Project requires upgraded electrical supply for building; staff discussing details with SCE (on-going). Staff has requested cost for architectural service in order to submit plans to LA County Health Department for the required permit.	Remodel of kitchen and restrooms at Clark Building. The project proposes: 1. Design, Operational Review 2. Kitchen Remodel - including new commercial appliances, sinks, countertops, lighting, tile, flooring, doors and ADA upgrades. 3. Restrooms Remodel - including new flooring, fixtures, stalls, sinks, toilets, lighting, and ADA upgrades. Electrical, plumbing, sewer line upgrades. 4. Install new HVAC. 5. Acoustic panels and new lighting throughout ballroom area. 6. ADA upgrades to entrance building entrance points.
1	PBG	18-691	ADA Improvements at Various Locations	\$ 120,000	Fabio Macias				X			Close Bid Solicitation and Award Construction Contract - 3/31/19	6/30/2019	Combined with CIP 17-687	Improvements and relocation of sidewalks, curb ramps and obstructions in highly traversed areas within the City in order to follow the Americans with Disabilities Act (ADA) and meet the latest Federal Standards.
2	PBG	18-692	14th Street Beach Restroom Rehabilitation	\$ 110,000	Ells Freeman		X					Hire architect to prepare designs - 6/30/19	6/30/2020	Staff is waiting for cost from the architect that designed 2nd Street and 22nd Street restrooms for first phase of this project	This project proposes replacement of the existing sewer lift station components which includes 2 submersible pumps; motor control panel; associated plumbing; addition of telemetry for condition/outage notifications.

Priority Level	Project Category	CIP No.	Project Name	Project Budget	Project Manager	Study/Conceptual Plannin	Preliminary Design	Final Engineering Design	Project Approvals/ Biddin	Construction	Closeout	Tentative Date to Next Milestone/ Update	Estimated Project Completion Date	Current Project Status	Project Description
1	PI	17-546	Citywide Park Improvements	\$ 56,359	Ells Freeman					X		Complete activities at Noble Park and Herondo St.	6/30/2019	Current landscaping and maintenance activities are focused are Noble Park improvements and installation of palm trees on Herondo St.	Current landscaping and maintenance activities are focused are Noble Park improvements and installation of palm trees on Herondo St.
H/CR	PBG	15-668	Library Community Needs Assessment	\$ 42,522	Kelly Orta	X						TBD	TBD	On hold until funding opportunities become available for a new or renovated library facility.	This needs assessment includes two phases: Phase I addresses the needs assessment to provide a report for library facility needs, space planning and daily services. Phase II will address the preparation of a conceptual design for remodeling the existing facility, reconstruction, or new construction at a new location.
C	PBG	16-673	Breakroom Improvements City Hall/Yard	\$ 11,227	Ells Freeman						X	Complete	Complete	Project Complete.	This project upgraded and renovated the break rooms at City Hall and the City Yard.
1	PBG	16-674	Police Department Substation Facility Improvement	\$ 5,755	Ells Freeman						X	Complete communications equipment installation	6/30/2019	Public works renovations are complete. Communication equipment installations are in progress.	This project upgraded the substation facility included in the Parking Structure to meet police department storage and communications needs.
1	PBG	17-683	Bard Street Closure	\$ 112,989	Ells Freeman						X	Installation	6/30/2019	The gate installation portion of the project has been completed. An aesthetic treatment to the gate on Bard St is being designed. Friends of the Library relocation is pending, and will be re-established as a new CIP when site location is finalized.	This project includes the installation of security gates on Bard Street and 11th Place to provide a secure location for police and fire vehicles and equipment. The project also includes relocation of Friends of the Library facility.
2	PBG	18-693	Community Theater Needs Assessment	\$ 30,000	Kelly Orta	X						March 2019 - Release of RFP	5/31/2019	Staff is finalizing the RFP.	This needs assessment will include an analysis and conceptual cost estimates of two scenarios: a. A major renovation of the Community Theatre to transform it into a regional performing arts center; and b. A conservative renovation to upgrade the Community Theatre, taking into consideration its current users and maintaining the community focus of the facility. Market trends for similar and/or other theaters will also be included.

Priority Level:
C = Complete
1 = To be completed in FY 18/19
2 = To be completed in FY 19/20
3 = To be completed within 3 years
4 = To be completed within 5 years
H/CR = On Hold and/or Candidate for Removal

CIP Prioritization - City Council 3/9/2019 - D. Grethen

This letter recommends a set of candidate criteria that Council and Staff might consider in order to develop priorities for execution of ongoing CIP projects. Some of these are straightforward or even obvious, such as importance and urgency. Most others are driven by practical considerations such as project performance efficiency.

Satisfaction of only one or a few of these criteria may be sufficient to assign a given project a relatively high priority, depending on how strongly the criteria are met. A more complex weighting or scoring scheme could be developed to assign priority rankings if desired. But the main goal here is to provide a wide variety of candidate criteria, and to offer consideration of factors that may not have occurred to you.

Importance - This is an obvious criterion that denotes the relative value of the overall project. Importance can be fairly subjective, based on each individual's values and assessments, and may require consensus to develop among the group.

Urgency - This is also obvious due to the implied timeliness associated with prioritization, given that higher priority items will receive more immediate attention and action. Urgency may present itself as a factor for a variety of possible reasons.

Completion - This criterion is based on the notion that we should go ahead and finish an ongoing project that is near completion, for many reasons. We can declare the completion accomplishment, and no longer need to track it. But perhaps most importantly, we will also then be left to better focus on the remaining projects.

Continuity - This is similar to Completion in that there is an element of efficiency involved. This is based on the notion that, once we are focused on an item, or well engaged with our contractors, we strive to maintain momentum, and avoid the inefficiencies associated with frequently stopping and restarting tasks and projects, including cases there may be personnel turnover issues over long durations.

Staff Leverage - This criterion is defined by the degree to which a given level of City Staff time and effort can translate to a large degree of project performance by a contractor. An example of this might be where RFP processing and/or project oversight is relatively straightforward, but the resulting contractor accomplishment is great.

Funding - This consideration is about the timing of funding, and opportunities such as grants. We may choose to delay a project to wait for a grant opportunity or to hear if an

application has been approved. Conversely we may find that we have an expiration date for project completion that we must meet in order to assure the associated funds.

Agency - This refers to project dependence on another government agency, typically in the form of some constraint, uncertainty, or delay that might preclude or impede our ability to execute in the near, thus reducing priority. Examples of this might be approval of project plans by the Coastal Commission, or PCH coordination with CalTrans.

Interdependency - It may be possible that two or more projects are interdependent where timely performance of one project is dependent upon completion or progress of another. Pavement-sewer interdependence is one simple example. Any project that enables other projects may be a candidate priority item. Conversely, those projects that have known dependencies may not be deemed high priority.

Diversity - It might be worth considering whether, as a collection of projects, our CIP program is well-balanced to serve a variety City constituents. Accordingly, we might want to ensure that the set of higher-priority projects is diverse. Diversity can take several forms such as the following:

Geographic - An example of this might be whether east or west of PCH, or north versus south, or central downtown versus outlying.

Demographic - Perhaps a better term could be found to denote this, but this refers to whether the primary beneficiaries of the project are residents, businesses, or visitors.

Functional/Visible - This is intended to assure functional but invisible projects like sewers receive priority as well as items that are more visible or aesthetic by nature.

Please note that this letter is informed by my role and experience as a Public Works Commissioner, but is written individually and not on behalf of the entire Commission.

David Grethen
Public Works Commission



City of Hermosa Beach

City Hall
1315 Valley Drive
Hermosa Beach, CA 90254

Staff Report

Staff Report

19-0132

**Honorable Mayor and Members of the Hermosa Beach City Council
City Council Retreat of March 9, 2019
DISCUSS PRIORITIES IDENTIFIED BY DEPARTMENT DIRECTORS**



City of Hermosa Beach

City Hall
1315 Valley Drive
Hermosa Beach, CA 90254

Staff Report

Staff Report

19-0133

Honorable Mayor and Members of the Hermosa Beach City Council
City Council Retreat of March 9, 2019
WORKING LUNCH: CONTINUE DISCUSSION



City of Hermosa Beach

City Hall
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Staff Report

Staff Report

19-0135

Honorable Mayor and Members of the Hermosa Beach City Council
City Council Retreat of March 9, 2019
SET CITY COUNCIL PRIORITIES FOR FY 2019-20 BUDGET



City of Hermosa Beach

City Hall
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Staff Report

Staff Report

19-0144

Honorable Mayor and Members of the Hermosa Beach City Council
City Council Retreat of March 9, 2019
DISCUSS BALLOT MEASURE



City of Hermosa Beach

City Hall
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Staff Report

Staff Report

19-0143

Honorable Mayor and Members of the Hermosa Beach City Council
City Council Retreat of March 9, 2019
REPEAL AND REPLACE PERSONNEL RULES



City of Hermosa Beach

City Hall
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Staff Report

Staff Report

19-0142

Honorable Mayor and Members of the Hermosa Beach City Council

City Council Retreat of March 9, 2019

DISCUSS POLICY MATTERS:



City of Hermosa Beach

City Hall
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Staff Report

Staff Report

19-0136

Honorable Mayor and Members of the Hermosa Beach City Council
City Council Retreat of March 9, 2019
SUMMARY & WRAP UP