

MEMORANDUM



RANCHO PALOS VERDES

TO: HONORABLE MAYOR AND CITY COUNCIL

FROM: CAROLYNN PETRU, DEPUTY CITY MANAGER

DATE: JULY 16, 2013

SUBJECT: FY13-14 TRAFFIC SAFETY COMMISSION AND EMERGENCY PREPAREDNESS COMMITTEE WORK PLANS

REVIEWED: CAROLYN LEHR, CITY MANAGER

RECOMMENDATION

Approve the FY13-14 Work Plans for the Traffic Safety Commission and the Emergency Preparedness Committee.

BACKGROUND

Each advisory board has an establishing resolution, which requires that a work plan be prepared and presented to the City Council for approval each fiscal year. The established resolutions for the Traffic Safety Committee (TSC) and Emergency Preparedness Committee (EPC) are attached for reference. Also, attached for Council's consideration are the TSC and EPC's FY13-14 Work Plans. The work plan for the Finance Advisory Committee (FAC) will be presented to Council in August, following the Committee's next regularly scheduled meeting.

DISCUSSION

Traffic Safety Committee

For FY13-14, the TSC's Work Plan is based on the City Council Goals and Priorities adopted on January 15, 2013 as they relate to the Commission's purpose and responsibilities (see attached Resolution No. 2008-77). Specifically, the Work Plan is derived from three goals identified as "Public Safety and Traffic Issues" and one goal related to "Citizen Involvement."

Public Safety and Traffic Issues

Goal:

Focus on Traffic Enforcement: Eliminate "speed traps" & replace with speed warning signs/units, target perceived erratic driving related to Marymount College.

Work Plan Item:

Continue to review speed zone surveys city-wide and ensure speed surveys are conducted timely, in accordance with State guidelines and established engineering practices, are valid and supported by law enforcement and the courts.

Goal:

Palos Verdes Drive East Safety: Improve roadway safety.

Work Plan:

Continue to monitor all activities along Palos Verdes Drive East that may contribute to roadway safety.

Goal:

Bicycle Safety: Cyclist safety and awareness, sharing of roadways with motor vehicles.

Work Plan Item:

Continue the "Share The Road" slogan and incorporate sharing the road with all future roadway improvement projects and maintenance activities.

Citizen Involvement

Goal:

Increase Citizen Involvement in Infrastructure Goal-Setting & Planning: Review "lessons learned" from past projects, need more direct Staff outreach to residents and businesses, identify instances and plans to deal with deferred maintenance of facilities.

Work Plan Item:

Include public workshops with all major traffic projects.

The staff resources and costs associated with these activities have been accounted for and included in the adopted FY13-14 Budget.

Emergency Preparedness Committee

Per Resolution No. 2008-61, the EPC's Scope of Responsibility includes:

1. Communicating with and educating residents about the importance of preparedness in case of disasters and emergencies.
2. Encouraging residents to participate in local volunteer disaster response organizations.
3. Reviewing and making recommendations to the City Council regarding the City's Emergency Disaster Preparedness Plan to address existing, new and emerging threats.

In order to fulfill these responsibilities, the EPC adopted the following recommended FY 2013-14 Work Plan at its March 21, 2013 meeting:

- Complete the creation of an emergency preparedness webpage, similar to San Francisco's 72Hours.org, to complement the existing Rancho Palos Verdes (RPV) EPC website section.
- Produce two Public Service Announcements (PSA's). EPC members will submit on screen talent recommendations and scripts to staff. PSA's will be promoted through the City's EPC website, the City Manager's weekly report, PV Patch, YouTube and televised on RPV Channel 33, Government Access Channel 35 and featured on Channel 33's "Peninsula Beat."
- Continue the "Beauty and the Beast" emergency preparedness public outreach presentations to City Homeowners Associations (or other similar community groups) and hold one special EPC meeting focused on the "Beauty and the Beast" presentation at Hesse Park.
- Continue participation in the 4th of July community outreach event.
- Continue the two Personal Preparedness Kits (Kits) drawings at the first City Council meeting of each month and selling the Kits at the Point Vicente Interpretive Center (PVIC).
- Invite the City's utilities and Cable TV Company to attend designated EPC monthly meetings and provide their individual Peninsula Emergency Response Plans.
- Continue review of the City's All Hazards Multi-Jurisdictional Mitigation Plan (existing 2004 Plan is being updated now).

All of the projects listed in the FY13-14 EPC Work Plan are either in progress (such as the production of the PSAs and creation of the webpage) or are on-going successful programs (such as the HOA presentations and outreach at community events). The Committee feels there is ample work to keep the group very busy during the upcoming fiscal year. In addition, adequate resources have been incorporated into the adopted FY13-14 Budget to support these activities. More details regarding the Committee responsibilities, staff responsibilities and the program budget are provided in the attached draft Work Plan.

FISCAL IMPACT

The staff support and other costs associated with the TSC and EPC's FY13-14 Work Plans have been incorporated into the FY13-14 Budget adopted by the City Council on June 18, 2013.

Attachments:

Traffic Safety Committee Establishing Resolution (Resol. No.2008-77)

Emergency Preparedness Committee Establishing Resolution (Resol. No. 2008-61)