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## HYBRID CIVIC CENTER ADVISORY COMMITTEE SPECIAL MEETING

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**FRED HESSE COMMUNITY PARK, MCTAGGART HALL  
WILL BE OPEN TO THE PUBLIC**

**29301 HAWTHORNE BOULEVARD,  
RANCHO PALOS VERDES 90275**

The regular meeting of the Civic Center Advisory Committee for October 27, 2022 will take place remotely, in accordance with Government Code section 54953(e) et seq. (AB 361) and Resolution 2021-59, adopted by the City Council on November 16, 2021, and as renewed by subsequent resolution(s) thereafter. The meeting will be conducted through a \*hybrid combination of in-person and/or all virtual attendance of the seven members of the Civic Center Advisory Committee and staff liaison at McTaggart Hall, Fred Hesse Community Park, 29301 Hawthorne Boulevard and via teleconference using the Zoom platform.

**For instructions on how to view and participate in the meeting, please fill out the form at  
<http://rpvca.gov/participate>**

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## AGENDA

**29301 HAWTHORNE BOULEVARD, RANCHO PALOS VERDES 90275  
THURSDAY, DECEMBER 15, 2022**

**6:00 P.M. -SPECIAL MEETING**

### **ADJOURNED SPECIAL MEETING**

**CALL TO ORDER:** Chair Greg O'Brien

**ROLL CALL:**  
Member Cohu  
Member Jankovich  
Member LaCombe  
Member Petru  
Member Rodich  
Chair Gregory O'Brien

**PLEDGE OF ALLEGIANCE:** To be announced

### **CHAIR'S ANNOUNCEMENTS:**

### **APPROVAL OF AGENDA:**

## **PUBLIC COMMENTS ON NON-AGENDA ITEMS:**

*During Public Comments any person may address the Committee, provided that the item is within the subject matter jurisdiction of the Council and is not otherwise on the agenda. Each speaker will be limited to three (3) minutes to address the Committee. Those wishing to speak are asked to complete a REQUEST TO ADDRESS THE COMMITTEE form located on the table across at the entrance and submit it to the Committee Staff Liaison. You will be called at the appropriate time to make your remarks.*

## **STAFF LIAISON REPORT:**

## **REGULAR BUSINESS:**

*This section contains items of general business. Prior to the vote of an item, each speaker will be limited to three (3) minutes to address the Committee. Those wishing to speak are asked to complete a REQUEST TO ADDRESS THE COMMITTEE form located on the table across from the entrance and submit it to the COMMITTEE STAFF LIAISON. You will be called at the appropriate time to make your remarks.*

### 1. Approval of Minutes (Waters)

**Recommendation:** Approve the Minutes of the October 27, 2022 Civic Center Advisory Committee meeting.

### 2. Receive a presentation from L.A. County Fire Department on their proposal to locate a helopod at the Civic Center (Waters)

**Recommendation:**

1. Receive a presentation from L.A. County Fire Department on their proposal to locate a helopod at the Civic Center; and,
2. If deemed acceptable, direct Staff and the Consultant to incorporate the Helopod in the preliminary site plan for the City Council's consideration.

### 3. Review the revised Civic Center preliminary site plans for submission to the appropriate federal agency or agencies (Waters)

**Recommendation:**

1. Review and provide input on the following revised Civic Center preliminary site plan options:

- a. Modified radial bar design
- b. Modified radial bar design with land swap.

2. If desired, identify the preferred option and direct staff to submit the revised preliminary site plan to the appropriate federal agency or agencies.

### 4. Consideration to review the Civic Center Advisory Committee Biannual Report to the City Council (Waters)

**Recommendation:** Approve Civic Center Advisory Committee Biannual Report to the City Council.

### 5. Consideration to select a Civic Center Advisory Committee Vice-Chair (Waters)

**Recommendation:** Appoint a Civic Center Advisory Committee Vice-Chair

## **FUTURE AGENDA ITEMS:**

*This section is designated for individual Committee Members to request that an item be placed on a future Committee meeting agenda. 5 minutes has been allotted for this section.*

**COMMITTEE MEMBER ORAL REPORTS:**

*This section is designated for oral reports from Committee Members, to report action taken at intergovernmental organizations, committee, or association meetings.*

**ADJOURNMENT:**

Adjourn to 6:00 P.M. for a Regular meeting on January 26, 2023.

<b>Advisory Board Agendas and Agenda Reports:</b>	Agendas and agenda reports are available for public review within 72 hours of the meeting at City Hall, 30940 Hawthorne Boulevard during regular business hours, 7:30 A.M. to 5:30 P.M. Monday – Thursday and 7:30 A.M. to 4:30 P.M. on Friday; Saturday and Sunday from 10:00 A.M. until dusk; and at the City's website <a href="http://www.rpvca.gov">www.rpvca.gov</a>
	Materials related to an item on an agenda submitted after distribution of the agenda packet are available for public inspection at the front counter of the lobby of the City Hall Administration Building at 30940 Hawthorne Boulevard, Rancho Palos Verdes during normal business hours.
<b>Public Correspondence:</b>	We highly encourage written materials regarding Advisory Board Agenda items be submitted no later than 4:00 P.M. the Monday prior to an Advisory Board meeting to allow the Advisory Board Members ample time to review and consider the issues raised prior to making decisions at the Advisory Board meeting. Please keep in mind that it is difficult for Advisory Board Members to carefully review materials submitted after that deadline or at the meeting. Written materials, including emails, submitted to the City are public records and may be posted on the City's website. Accordingly, you may wish to omit personal information from your written materials or oral presentation as it may become part of the public record regarding an agenda item. In addition, City meetings may be recorded and may be accessed through the City's website.
<b>Public Participation:</b>	Participants must speak from the podium using the lectern microphone; comments are to be directed to the Advisory Board Members and not to the staff or the public; repetition should be avoided; and reading a submission that has been copied or contained in the agenda will be discouraged.
<b>Public Comments:</b>	The Advisory Board may limit the public input on any item based on the number of people requesting to speak, the length of the agenda, or the business of the Advisory Board.
<b>Conduct at the Advisory Board Meeting:</b>	The Chair shall order removed from the Meeting any person(s) who commit the following acts at a meeting of the Advisory Board: Disorderly, contemptuous or insolent behavior toward the Advisory Board or any member thereof, tending to interrupt the due and orderly course of said meeting; a breach of the peace, boisterous conduct or violent disturbance, tending to interrupt the due and orderly course of said meeting; disobedience of any lawful order of the Chair, which shall include an order to be seated or to refrain from addressing the Advisory Board from the audience; any other unlawful interference with the due and orderly course of the meeting.
<b>Time Estimates:</b>	The time noted next to an agenda item is only an estimate of the amount of time that will be spent during the meeting on that particular item. Accordingly, these estimates should not be relied on in determining when a matter will be heard, especially since agenda items are often re-ordered during a meeting and may be discussed at any time.
<b>Continuation of Meeting:</b>	The Advisory Board will adjourn its meetings on or before 11:00 p.m. and will not consider new business items after 10:15 p.m., unless the majority of the Advisory Board members who are present affirmatively vote either to extend the meeting after 11:00 p.m. or to consider new business after 10:15 p.m. If the meeting ends before all of the items listed on the agenda are completed, any unfinished business will be continued to the next succeeding day that is not a holiday, at a location to be determined.
<b>American with Disabilities Act:</b>	In compliance with the Americans with Disabilities Act, if you require a disability-related modification or accommodation to attend or participate in this meeting, including auxiliary aids or services, please contact the Administration Department at least 48 hours prior to the meeting at any of the following: <a href="mailto:kbanales@rpvca.gov">kbanales@rpvca.gov</a> ; 310-544-5273; 30940 Hawthorne Blvd., Rancho Palos Verdes, CA 90275.

**DRAFT  
MINUTES**  
**RANCHO PALOS VERDES CIVIC CENTER ADVISORY COMMITTEE**  
**REGULAR MEETING**  
**OCTOBER 27, 2022**

**CALL TO ORDER:**

A meeting of the Rancho Palos Verdes Civic Center Advisory Committee was called to order by Chair O'Brien at 6:00 p.m. This meeting took place at McTaggart Hall in Fred Hesse Community Park, 29301 Hawthorne Boulevard both via Zoom platform and in-person.

Civic Center Advisory Committee roll call was answered as follows:

**PRESENT:** Cohu, Jankovich, LaCombe, Petru, Rodich, Vice-Chair Seo and Chair O'Brien

**ABSENT:** None

**PLEDGE OF ALLEGIANCE:** Led by Vice-Chair Seo.

Staff present: Ara Mihranian, City Manager, Matt Waters, Senior Administrative Analyst, and Mary Hirsch, Administrative Assistant

**CHAIR'S ANNOUNCEMENTS:** None

**APPROVAL OF AGENDA:**

Member Petru moved, and seconded by Vice-Chair Seo, to approve the Agenda as presented. Motion passed 7-0.

**PUBLIC COMMENTS ON NON-AGENDA ITEMS:** None

**STAFF LIAISON REPORT:**

Senior Analyst Waters requested a brief update from Robert Godfrey of Griffin Structures on the status of the geo-technical investigation. He reported that final boring was completed this week near Hawthorne Boulevard. The report should be ready for City review within a week or two and the completed report should be ready by next CCAC meeting.

**REGULAR BUSINESS:**

1. Approval of Minutes (Waters)

Member Petru moved, and seconded by Member Cohu, to approve the September 22, 2022 minutes as presented.

Motion passed 5-2 with Member LaCombe and Vice-Chair Seo abstaining.

2. Status report on Staff's outreach with Los Angeles County officials and the General Services Agency (GSA), Department of Justice (DOJ), and the Federal Emergency Management Agency (FEMA), regarding the public safety programmatic features for the Civic Center. (Waters)
  1. Receive an update report on Staff's outreach with Los Angeles County officials, GSA, DOJ, and FEMA regarding the public safety (sheriff substation and fire station) programmatic features at the Civic Center.
  2. If desired, request proceeding with updating the preliminary site plans to address the concerns expressed by Los Angeles County officials, GSA, DOJ, and FEMA that would include identifying a sheriff substation, fire station, and parking structure as an alternative option to the preferred design and repositioning other public safety components of the project within the public safety zone.
  3. Request staff prepare an amendment to the Gensler contract recommending the City Council consider providing added services to modify the preliminary site plans to a) include public safety facilities and a parking structure as an alternative option; and b) update the preliminary site plans for consideration by GSA, DOJ, and FEMA.

Senior Analyst Waters and City Manager Mihranian gave a detailed presentation on outreach to Los Angeles County officials, including Supervisor Hahn's Chief of Staff, the County Asset Management Branch, and the Chief Deputy CEO regarding the likelihood of obtaining a firm commitment of support for a fire station or sheriff station. Based on logistical concerns and financial realities, Staff reported that firm support was unlikely and recommended that the stations and accompanying parking structure providing direct access to Hawthorne Boulevard should be an alternate design option, not the primary.

Staff explained that a conceptual site plan sent to GSA in 2018 as part of the application to shift the public safety zone from NPS oversight to GSA, DOJ, and FEMA was assumed by those agencies to be a finalized plan that was being implemented. Staff discussed the possibility that the City could be found to be non-compliant which could lead to the property reverting to GSA control and eventually sold. The City would have the right to buy it but at current fair market value. Staff noted that the GSA representative said that that scenario was unlikely and the GSA would work with the City to avoid that outcome.

Staff emphasized that the Federal agencies require a revised design for their review as a first step. There was a robust discussion about what elements could be considered public safety or law enforcement on the site. Staff said that time was of the essence so components that were in the Council-approved Program document should be the primary focus. The use of the current overflow parking lot area as an emergency evacuation zone, relief and recovery center was also discussed. City Manager Mihranian noted that the LACOFD had identified a different City for its helopod water tank but said the City intended to reach out to them to see if they were still interested in the Civic Center location. He

noted it would be another public safety component to include in revised design.

Vice-chair Seo moved, and seconded by Member Petru, to request staff prepare an amendment to the Gensler contract recommending the City Council consider providing added services to modify the preliminary site plans to a) include public safety facilities and a parking structure as an alternative option; and b) update the preliminary site plans for consideration by GSA, DOJ, and FEMA. Staff said the amended contract would go on the Nov. 15 City Council agenda. Revised plans would be brought back to CCAC at future meeting, perhaps by January. Motion passed 7-0.

**3. Scheduling the Civic Center Advisory Committee (CCAC) meetings for November and December. (Waters) (10 minutes)**

Member Rodich moved, and seconded by Member Jankovich, to cancel the regular November and December meetings and approve conducting a special CCAC meeting on December 15, 2022.

**Future Agenda Items Approved by CCAC:**

1. Draft of biannual report to City Council
2. Water tank/helopod update
3. Presentation on Geotechnical investigation report
4. Update on Gensler design progress/outreach to Federal agencies
5. Update on potential use of exhibit space (Docents, Historical Society etc...) Staff noted that consideration of potential locations for Historical Society is on Nov. 15 CC agenda)
6. Presentation on future public outreach process

**COMMITTEE MEMBER ORAL REPORTS:** None

**ADJOURNMENT:**

Chair O'Brien moved to adjourn the meeting at 7:20 P.M. to a Hybrid (available via Zoom and in person per the CCAC) Special Meeting on December 15, 2022 at 6:00 p.m. at McTaggart Hall, Fred Hesse Community Center.

Attest:

/s/Mary Hirsch  
Administrative Assistant

/s/Greg O'Brien  
Chair



**CIVIC CENTER ADVISORY COMMITTEE  
AGENDA REPORT**

**MEETING DATE: 12/15/2022  
AGENDA HEADING: Regular Business**

**AGENDA DESCRIPTION:**

Receive a presentation from LA County Fire Department on its proposal to locate a helopod at the Ken Dyda Civic Center

**RECOMMENDED COMMITTEE ACTION:**

1. Receive a presentation from LA County Fire Department on its proposal to locate a helopod at the Ken Dyda Civic Center; and,
2. If deemed acceptable, direct Staff to incorporate the helopod in the preliminary site plan for the City Council's consideration.

**STAFF COORDINATOR:** Matt Waters, Senior Administrative Analyst 

**ATTACHED SUPPORTING DOCUMENTS:**

- A. June 21, 2022 CalWater Email (Page A-1)

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**BACKGROUND:**

The helipad on the Civic Center site is regularly used by the Los Angeles County Fire Department (LACFD) for exercises and for emergency situations. It is a designated LACFD helispot. Firefighting helicopters land there to fill up with water from a hydrant located approximately 300 feet away which requires hoses to be laid across the Civic Center ingress/egress road.

Cal Water has a Firefighter Grant Program that is dedicated to fire departments serving Cal Water's service areas to offset costs associated with fire protection efforts, equipment, training, and education. In 2021, Cal Water awarded grant funding to the Los Angeles County Fire Department for a helopod to be located on the Palos Verdes Peninsula to improve LACFD's firefighting capabilities by improving the efficiency of filling helicopters with water. The LACFD has reached out to the City of Rancho Palos Verdes to explore two potential locations; the Civic Center or the Palos Verdes Peninsula Unified School playing fields near Ladera Linda (Attachment A). The existing helipad at the Civic Center site makes it an attractive location.

The Civic Center Advisory Committee, at the request of LACFD, is being asked to determine whether the proposed helopod should be recommended to be added to the programming for the Civic Center for the City Council's consideration. LACFD would like to place the helopod at the Civic Center site in the near future with City Council approval as well as have the helopod be included in the long-term site programming.

## **DISCUSSION:**

LACFD approached the City earlier in the year seeking to locate the proposed helopod at the Civic Center because of its close proximity to the helipad. LACFD was informed that the programming for the Civic Center was completed and accepted by the City Council, and a preliminary site plan was being developed based on the Council-approved program. Understanding the importance the helopod would have for fire suppression, Staff expressed concerns with the overall appearance and aesthetics of it on the overall site, and noted that the City Council would have to make the final decision. LACFD indicated the helopod was already purchased with the grant funds and the funding was awarded specifically for the helopod.

A helopod is essentially a metal water container that can be accessed by a helicopter hovering over it. The proposed helopod weighs 4,600 pounds when empty and has a carrying capacity of 4,800 gallons of water. Its dimensions are 16' L x 8' W x 7'-5" H. It is wheeled and can be moved by a pickup truck with a tilt trailer. A concrete pad is recommended so the helopod does not settle into the ground. The helopod has a valve and can be refilled from the nearest hydrant or water source.

Below is a video link showing a helicopter filling up at a helopod during the 2022 Laguna Beach fire. Helicopters performed 136 helopod fills and dropped 37,900 gallons of water on May 11-12, 2022.

[Video - Coulson 3,000 gallon Chinook hover filling on Laguna Beach Fire HeliPod](#)

Below are pictures of an LACFD fire-fighting helicopter refueling at a helopod and closeups of helopods.





Below is LACFD's proposed location for the helipad at the Ken Dyda Civic Center—shown in red to the east of the existing helipad.



Representatives from LACFD will be available to answer any questions at the December 15 CCAC meeting.

## **CONCLUSION:**

Staff recommends the CCAC receive the presentation, and after reviewing the information provided, determine whether the Civic Center Master Plan should accommodate the proposed helipad and forward a recommendation to the City Council for its consideration at a future meeting.

**From:** Gilbride, Angie <[agilbride@calwater.com](mailto:agilbride@calwater.com)>  
**Sent:** Tuesday, June 21, 2022 2:19 PM  
**To:** Ara Mihranian <[AraM@rpvca.gov](mailto:AraM@rpvca.gov)>  
**Cc:** Baeza, Agustin <[ABaeza@calwater.com](mailto:ABaeza@calwater.com)>  
**Subject:** HeliPod information  
**Importance:** High

**CAUTION: This email originated from outside of the City of Rancho Palos Verdes.**

Hi Ara,

We sincerely apologize for the delay in getting this information to you. Tammie has been swamped with drought-related projects but we hope this is everything that you requested. I believe you have some of this but please let us know if there is additional information that would help you. We would truly appreciate the opportunity to present before the Committee for the chairs to hear directly from the Fire Department about the importance of this equipment.

Angie

**Specifications - Size and weight of the HeliPod - (with built-in Fill Valve and Float)**

Grant provided by Cal Water to LA County Fire Department

Dimensions: 16' L x 8' W x 7'-5" Tall Rolling on (4) Steel 10" wheels

Capacity: 4,600 Gallons

Weight (Empty): 4,800 lbs

Weight (Full): 43,000 lbs. (HeliPod + Water)

NOTE: It can be moved and towed by a regular CDL holder and using an F-250 or larger Pick-up using a Tilt Trailer. It can also be transported by any Flat Bed Wrecker or Trash Bin Truck company.

Concrete is suggested for the Pad as eventually the four corner wheels will sink into the Dirt or non compacted Millings down on to the Rails when and bury the drain it is full. Without the concrete while draining the tank the Millings or Dirt can be tunneled or burrowed and cause erosion.

**Pad Option #1: Hard Packed / Sun Baked and already level Clay Dirt** - When water is poured onto the Soil it doesn't create Mud?? Example: For the Laguna Beach Dip Site we just rolled off the HeliPod and connected the Fire Hose and they had a working safe Dip Site in 15 minutes!. After 18 months they are placing Concrete.

**Pad Option #2:** Concrete Pad 12' x 20' x 8" Thick with Rebar

**Pad Option #3:** Concrete Strips (2) 3' Wide by 20' L x 8" Thick with Rebar

**Safety Items:**

Dust Control is needed to be considerate to neighbors surrounding the Dip Site. It's also critical to the Pilots for visibility. If your Site is already level and has hard packed / sun baked dirt like

Laguna Beach site you can just do to Pad. But most commonly it is accomplished by using either of two materials: *[See Video's Below]*

Video - Coulson 3,000 gallon Chinook hover filling on Laguna Beach Fire HeliPod

Video - LADWP -LAFD Chatsworth 1st Hover Fills of HeliPod#2 by Ericson Skycrane

Thank you for your help!

**Tammie Myers**

Interim Lead Conservation Coordinator

California Water Service

424-399-9703 Mobile



**Quality. Service. Value.**

[calwater.com](http://calwater.com)

This is an EXTERNAL EMAIL. Stop and think before clicking a link or opening attachments.

Good morning Bill,

The City Council and the Emergency Preparedness Committee are in receipt of your email.

The City has been discussing a helopod with the Fire Chief and CalWater. CalWater has obtained a grant to install a helopod on the Palos Verdes Peninsula and have reached out to Rancho Palos Verdes to explore potential locations. We will continue to discuss this with CalWater and the LACFD.

Thank you,  
Ara Mihranian  
City Manager



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----- Forwarded message -----

From: Bill Ward <[bill@pumppodusa.com](mailto:bill@pumppodusa.com)>

Date: Thursday, May 19, 2022, 11:54:20 AM -0700

Subject: HeliPod - Critical Asset during the Coastal Fire

To: David Bradley <[david.bradley@rpvca.gov](mailto:david.bradley@rpvca.gov)>, Donald Campbell <[donald.campbell@rpvca.gov](mailto:donald.campbell@rpvca.gov)>, Larry Maizlish <[larry.maizlish@rpvca.gov](mailto:larry.maizlish@rpvca.gov)>, City Council

General Mailbox <[cc@rpvca.gov](mailto:cc@rpvca.gov)>  
Cc: Walt Dorn <[walt@pumppodusa.com](mailto:walt@pumppodusa.com)>

Hello Mayor, City Council, Emergency Preparedness Committee,  
I am contacting all the Cities in southern California within the Wildland Urban Interface (WUI) and/or declared High Fire Severity Zones and informing them of our product the **HeloPod** the automatically filling high capacity Helicopter Dip Tank. Being on the PV Peninsula you have the same issue Laguna Beach has, when the Air Calvary arrives there are ZERO open bodies of water for them to Fill from especially during Initial Attack those crucial first 20 minutes to keep the fire small. So Laguna Beach became the first city without a Helicopter to ensured the protection of there community by pre-positioning a HeloPod in the middle on the famous "Top of the World" open space.

Video - Multi-Agency Use of Helicopters Hover Filling on HeloPod  
[https://drive.google.com/file/d/1yRn1mfjkOCQql3iZ\\_cjF6jsB7dWAK0fo/view?usp=sharing](https://drive.google.com/file/d/1yRn1mfjkOCQql3iZ_cjF6jsB7dWAK0fo/view?usp=sharing)

I am sure your all aware of last weeks Coastal Fire in Laguna Niguel. The HeloPod purchased by Laguna Beach played a critical roll in keeping the fast moving Fire from becoming even more catastrophic and moving west into Laguna Beach. Laguna Beach Mayor praising the performance of the HeloPod.

***Firefighters complete containment of Coastal Fire*** <https://www.lagunabeachindy.com/firefighters-complete-containment-of-coastal-fire/>

I have gathered the information of the number of times the HeloPod was used and the amount of water dropped on the Coastal Fire by OCFA and CAL FIRE helicopters. I have included a note from OCFA regarding the use of HeloPod.

May 11th 81 Hover Fills and 23,050 gallons of water  
May 12th 55 Hover Fills and 14,850 gallons of water  
**Totals; 136 Hover Fills and 37,900 gallons of water**

The OCFA is expected to purchase two Tactical HeloPods for Pre-Positioning themselves in July.

Video – KABC7 TV News – Video of Using LBCFD HeloPod Coastal Fire (**18:05 – 19:04**)  
**(Narrative 19:27 – 19:47)** <https://www.youtube.com/watch?v=Sf3kopgvFDY>

Video - Fresno TV News – Video about Laguna Beach Fire HeloPod used in Coastal Fire (**:55 – 1:02**) <https://abc30.com/fire-crews-look-to-new-firefighting-strategy/11843418/>

Video – KCRA TV News – Video of using HeloPod Coastal Fire (**10:02 – 10:20**)  
<https://www.youtube.com/watch?v=BYl-0BCD1sA>

I look forward to talking to you further about protecting your City.

Bill Ward  
Executive Director – Co-Owner

PumpPodUSA  
949-246-6999

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**From:** Maule, Cheyne  
**Sent:** Wednesday, May 18, 2022 2:56 PM  
**To:** Bill Ward <[bill@pumppodusa.com](mailto:bill@pumppodusa.com)>  
**Cc:** [apiweinert34@gmail.com](mailto:apiweinert34@gmail.com)  
**Subject:** Re: Wildfire News of the Day RE: HeloPod

Bill,

HeloPod was incredible on this incident. Our helicopter pulled from it 55 times on two consecutive days for a total of 110 times. Approximately 29,700 gallons. Does that help? Laguna Beach Fire was really helpful in getting the HeloPod turned on ASAP when the fire started. Our helicopter only made three drops on the fire before the pod was ready for use so very fast. Thank you.

Cheyne Maule  
OCFA - Battalion Chief Air Ops  
Sent from my iPhone



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**CIVIC CENTER ADVISORY COMMITTEE  
AGENDA REPORT**

**MEETING DATE: 12/15/2022  
AGENDA HEADING: Regular Business**

**AGENDA DESCRIPTION:**

Review the revised Civic Center preliminary site plans for submission to the appropriate federal agency or agencies.

**RECOMMENDED COMMITTEE ACTION:**

1. Review and provide input on the following revised Civic Center preliminary site plan options:
  - a. Modified radial bar design
  - b. Modified radial bar design with land swap
2. If deemed acceptable, identify the preferred option and direct staff to submit the revised preliminary site plan to the appropriate federal agency or agencies.

**STAFF COORDINATOR:** Matt Waters, Senior Administrative Analyst 

**ATTACHED SUPPORTING DOCUMENTS:**

- A. [Draft Project Narrative](#)
- B. [November 15, 2022 City Council Report](#)
- C. [October 27, 2022 Civic Center Advisory Committee Staff Report](#)
- D. [September 22, 2022 CCAC Public Safety Outreach Plan](#)
- E. [July 28, 2022 CCAC Preliminary Site Plan Modification Report](#)
- F. [Gensler December 15, 2022 PowerPoint Presentation](#)

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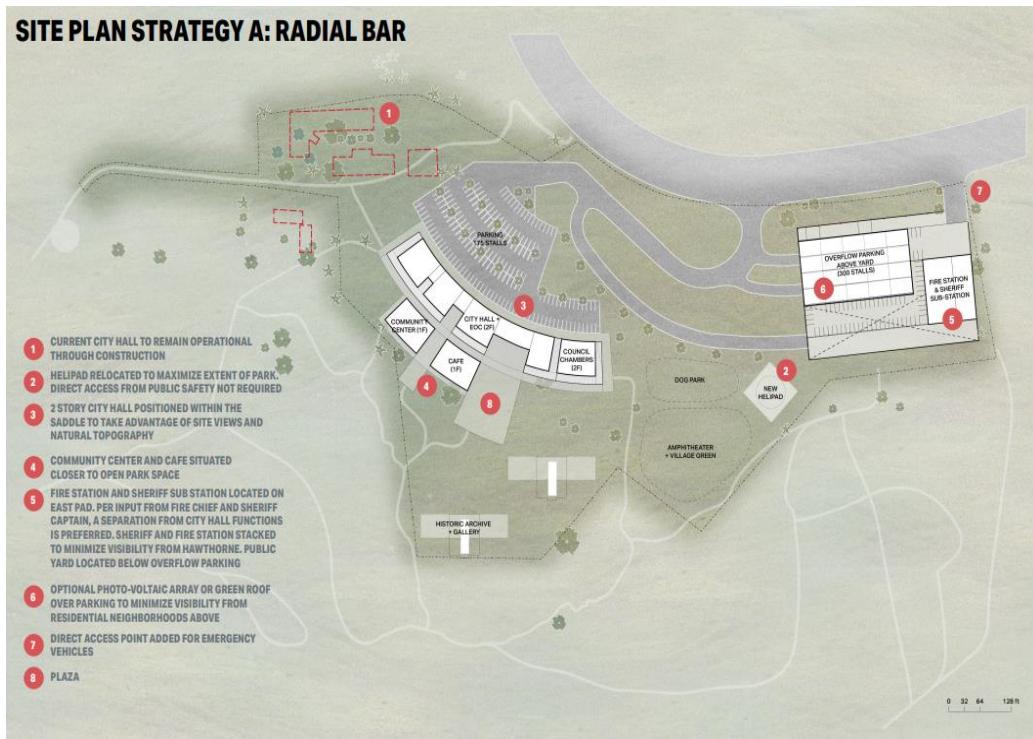
**BACKGROUND:**

General

On February 15, 2022, the City Council approved a professional services agreement with Gensler to perform initial site planning services as part of Phase 1: Project feasibility and Preliminary Site Planning. Gensler was identified as the appropriate company for this component of Phase 1 due to its familiarity with the site and its previous work on the project program document. The preliminary site plan is intended to assist in the development of the project's conceptual budget, as well as guide the eventual master planning design efforts.

Since February 2022, Gensler has worked with the CCAC to develop preliminary site plan options that would eventually be presented to the City Council. The CCAC reviewed

various iterations of a preliminary site plan and ultimately identified the following (Radial Bar Plan) as its preferred preliminary site plan:



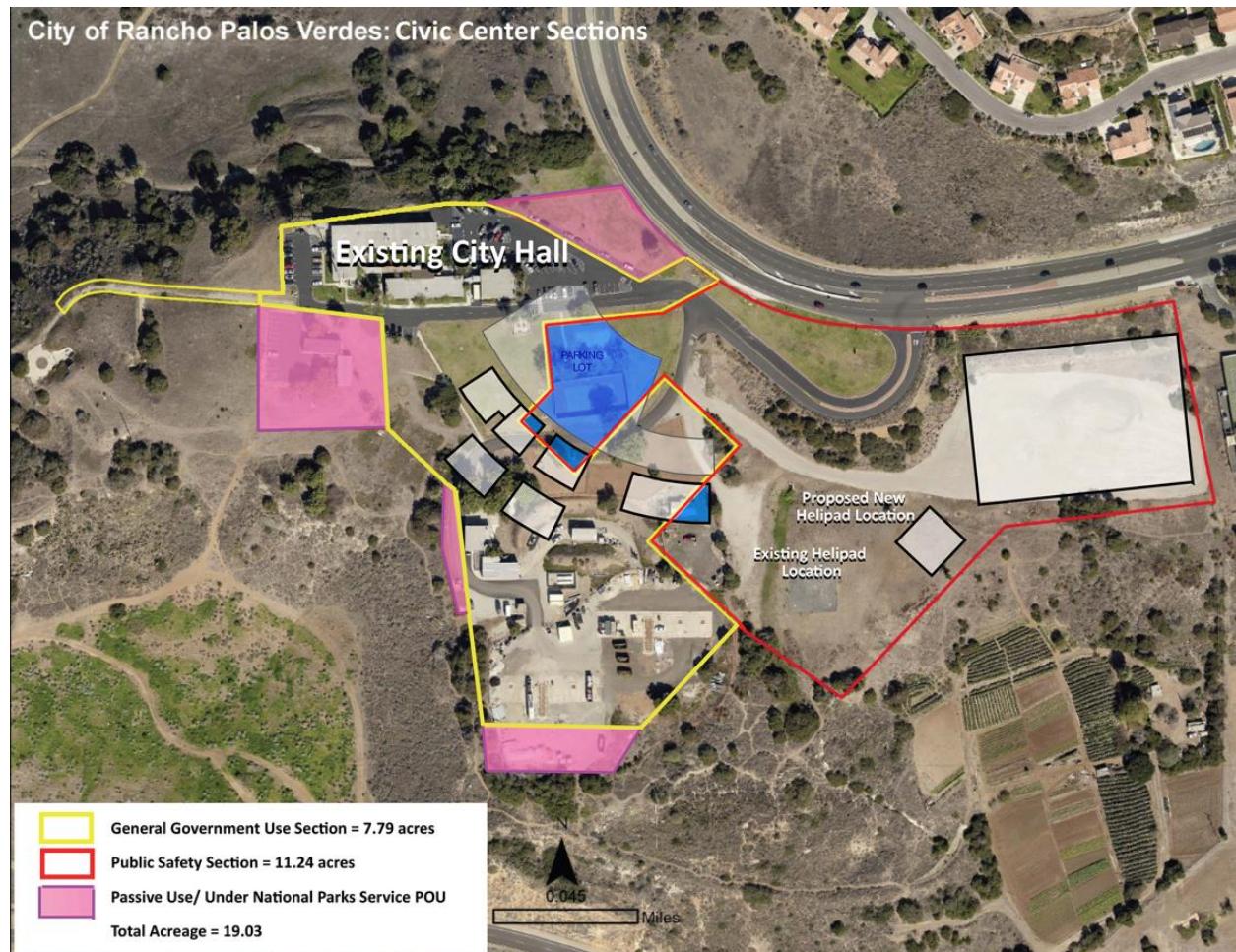
This past summer, as staff began to develop the conceptual budget for the CCAC's review based on the preferred preliminary site plan, a funding, logistical, and commitment concern was raised by the City Manager on the likelihood of Los Angeles County constructing both a fire station and sheriff station on the top of a parking structure with direct ingress and egress onto Hawthorne Blvd. The City Manager's concern was initially brought to the CCAC's attention at its July 28, 2022 meeting (Attachment E). As a result, the CCAC directed staff to reach out to officials with Los Angeles County regarding their level of commitment to sheriff and fire stations being part of the Civic Center Master Plan.

The CCAC received updates at its September 22, 2022 meeting on meetings Staff had held with a number of Los Angeles County officials, including Joe Nicchitta, Chief Deputy CEO of Los Angeles County's Chief Executive Office, John Cooke, Assistant Chief Executive Officer of the County's Asset Management Branch, and Mark Baicum, Chief of Staff to Los Angeles County Supervisor Janice Hahn regarding the likelihood of obtaining firm commitments from the County to fund the construction of a fire or sheriff station at the Civic Center site (Attachment D). While no definitive commitment or rejection was received at these meetings, the consensus was that funding or support was unlikely due to financial and logistical concerns.

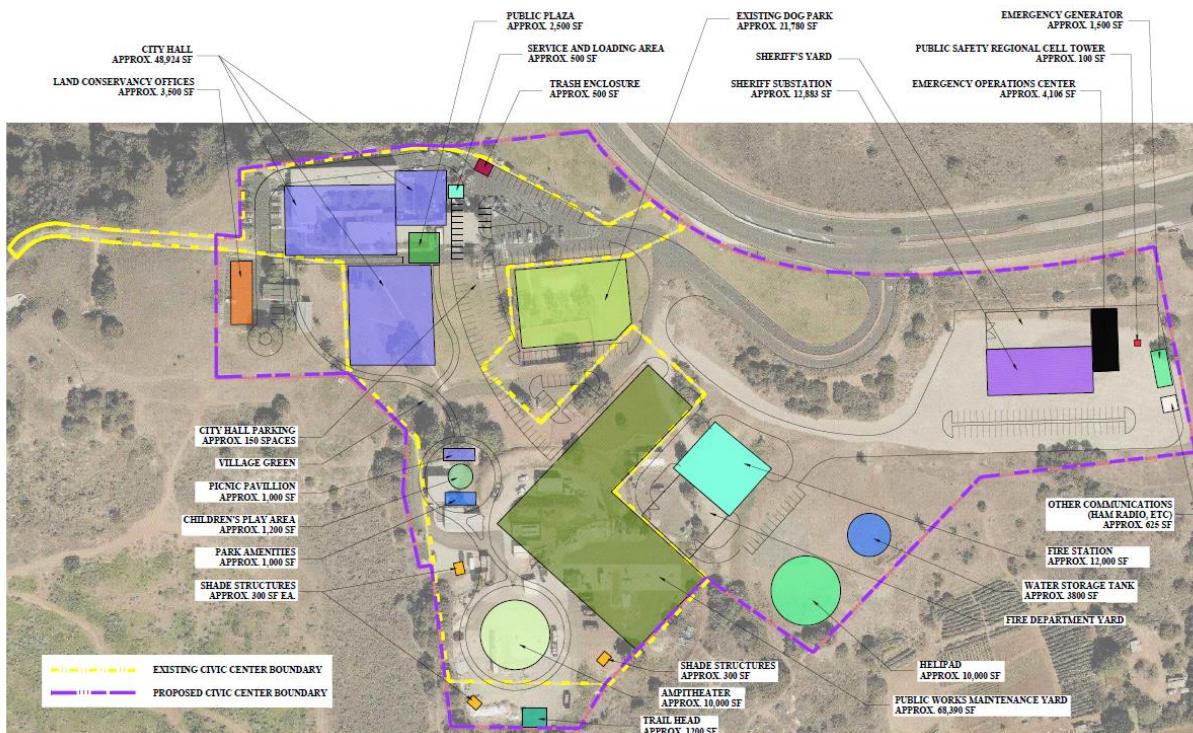
## Federal Government Outreach (GSA, DOJ, and FEMA)

On October 29, 2019, the City Council approved agreements with the United States government regarding Civic Center property deed restrictions. This action followed an extensive lobbying effort to shift oversight of that section of the property from the National Park Service (NPS) to the DOJ and FEMA with oversight by GSA. Passive recreation covenants on approximately 9.5 acres on the eastern side of the Civic Center property were replaced with law enforcement (overseen by DOJ) and emergency management (overseen by FEMA) covenants. This area is commonly referred to as the “public safety zone.” GSA is responsible for the overall Federal administration of the site and compliance with the covenants.

On July 28, 2022, the CCAC directed Staff to approach both DOJ and FEMA to clarify questions and concerns about “public safety zone” requirements on the Civic Center site, particularly about the possible removal of the sheriff and fire stations from the primary preliminary site design, although it would be retained as an alternate option. Both DOJ and FEMA expressed concerns about the removal of the fire and sheriff stations as they were understood to be the basis for public safety. They also expressed concerns that parts of several site components in the “general government zone” that are not public safety-related extend into the “public safety zone” as shown below in shaded blue.



Both agencies referenced a site plan submitted in 2018 to GSA that was subsequently reviewed and accepted by both the DOJ and FEMA. The submitted site plan was part of the basis for approving the transfer of authority from NPS to GSA. The site plan was created by the firm of Richard Fisher Associates and submitted to GSA and NPS by the City as part of the application process (see below).



**DRAFT RPV CIVIC CENTER SITE PLAN FOR NPS**  
CITY OF RANCHO PALOS VERDES

DECEMBER 2018



This site plan was not known, used, or reviewed by the CCAC, current Staff, or Gensler in creating the current program document or the preliminary site plans that have been reviewed by the CCAC.

During subsequent conversations with DOJ, FEMA, and GSA, it became apparent that there was an assumption on their part that the 2018 Richard Fisher Associates site plan was an approved site plan that was going to be implemented by the City.

Staff reached out to DOJ and FEMA for clarity and greater detail, and to arrange a meeting to discuss the next steps and ask follow-up questions, only to be informed that the next step would be submitting a revised site plan for their review. No clarifying questions would be addressed prior to that submission, and they declined any further communications with Staff until a revised site plan was submitted.

Staff subsequently met with Anita Lee, a Realty Specialist in the Real Property Utilization & Disposal Division of GSA. She reiterated the need to submit a revised plan to all three Federal agencies. Staff discussed the possibility of locating additional public safety and law enforcement components from the Council-approved Program Document, including a sheriff drop-in office, park ranger facilities, a helopod, and an emergency response evacuation area to the “public safety zone.”

Ms. Lee noted that the City may be non-compliant if concrete steps are not made towards completion of the Civic Center per an approved plan with public safety elements. She referenced a 5-year compliance review period. While emphasizing that the GSA would work closely with the City on revisions to the project plans, she noted that non-compliance could eventually lead to the public safety section of the property reverting to Federal control leading to an eventual sale of the land. In that situation, the City would have the option to buy back the property or a portion at current fair market value. While that amount is not known, given the size, location, and views from the property, it would be reasonable to assume that that dollar amount would be in the tens of millions. She reiterated that the GSA would rather work towards resolving any issues and advised that creating and submitting a revised plan was the appropriate next step.

Based on information presented to the CCAC over the past few months, on October 27, the CCAC approved Staff’s recommendation seeking City Council authorization to amend Gensler’s contract to modify the preliminary site plans to include fire and sheriff stations and a parking structure as an alternative option and to update the preliminary site plans with other components of the program document as public safety elements for consideration by GSA, DOJ, and FEMA (Attachment C).

On November 15, the City Council approved CCAC’s recommendation to amend the professional services agreement with Gensler (Attachment B). Based on the feedback from Los Angeles County officials and the federal agencies, Gensler prepared revised Radial Bar plans that will be presented at the December 15, 2022 CCAC meeting (Attachment F)

## **DISCUSSION:**

Subsequent to the Council’s contract amendment approval, Gensler began working on modifications to the CCAC’s preferred radial plan which includes, among other things, shifting some of the program features outside the “public safety zone” or to adjust the “public safety zone” boundary limits through a land swap. While the sheriff and fire stations have been removed, the proposed revised plans, as described below, includes a significant number of public safety and law-enforcement components as summarized below:

### **Helipad - current feature (public safety):**

The existing helipad currently serves as a base of operations for Los Angeles County Fire Department emergency services. This use would continue as part of the revised design. Estimated Square Footage: 6,400 SF

**Helopod - new feature (public safety):**

If acceptable to the CCAC and ultimately the City Council, the helopod is a refillable water container that can be filled by a Los Angeles County Fire Department helicopter hovering above the container. This improves emergency response by allowing multiple fire-fighting helicopters to fill up with water simultaneously by using both the helipad and the helopod. Estimated Square Footage: 240 SF

**Emergency Evacuation Area - current feature (public safety):**

A significant portion of the public safety zone can be used for an evacuation zone in case of an emergency, serving as a relief and recovery center that could be scaled up or down in size depending on the type and severity of the emergency. This area would be used for public parking when not activated for emergency purposes. Estimated Square Footage: 120,360 SF

**Emergency Operations Center - current feature, improved and relocated to Public Safety Zone (public safety and law enforcement):**

The City's current emergency operations center (EOC) is located in the existing City Hall, sharing space in a small community room. In a new Civic Center, a new, modern and efficient EOC, potentially serving multiple Peninsula cities, would be built in the public safety zone as a stand-alone building. The EOC would include an emergency generator and communication equipment. Estimated Square Footage: 4,000 SF

**Sheriff Drop-In Office - new feature (Law enforcement and public safety):**

The Sheriff Department has indicated that a small drop-in office with basic amenities (kitchen/bathroom/storage) would improve its operational capabilities. Estimated Square Footage: 500 SF

**Park Ranger Facilities - current feature, to be improved and relocated to public safety zone (Law enforcement and public safety)**

The City's Park Rangers are responsible for maintenance and front-line security and operational enforcement in the City's 1,500 acre Palos Verdes Nature Preserve which includes the 55 acre Alta Vicente Reserve which wraps around the majority of the City Hall property. Their facilities, which may connect to the Sheriff Drop-In Office, would include public counter, offices, bathrooms, a kitchen, vehicle parking, and equipment storage. Estimated Square Footage: 1,500 SF

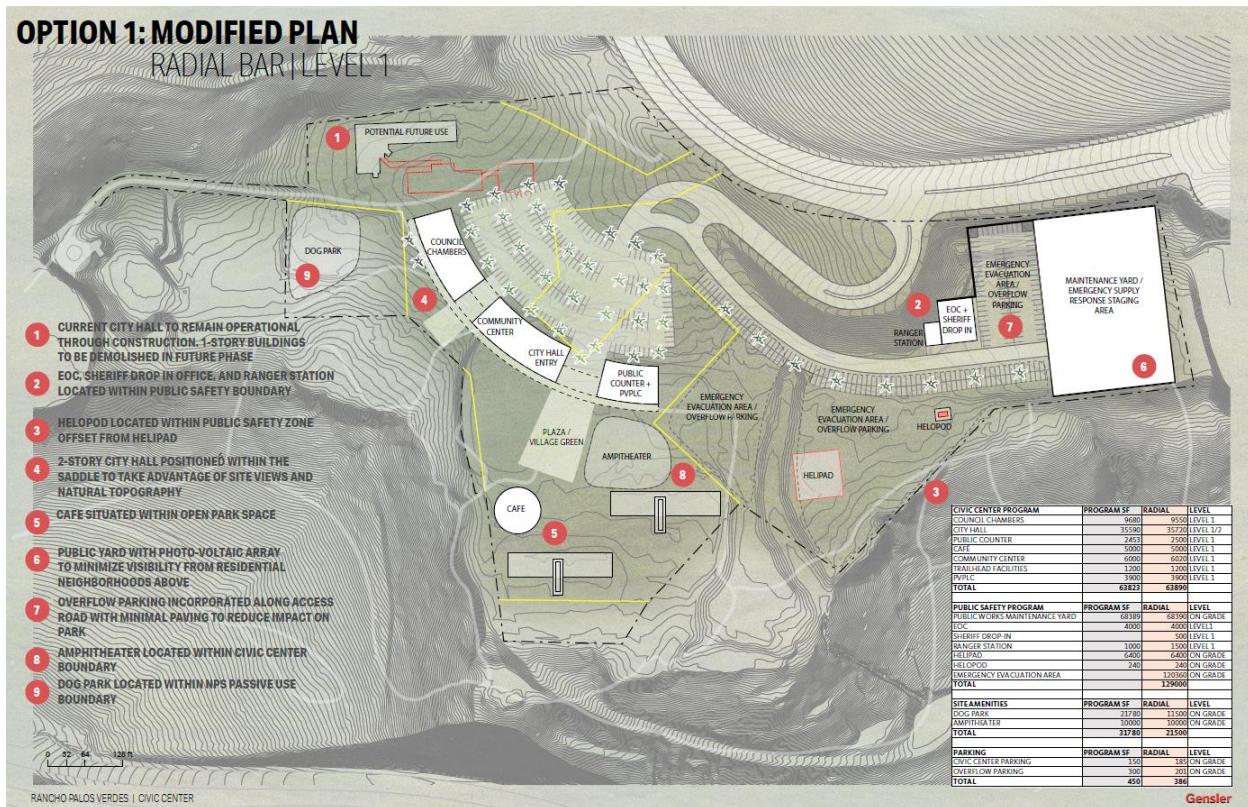
**Maintenance Yard/Emergency supply storage and staging area current feature - to be improved and relocated to public safety zone (public safety)**

The City's maintenance yard would be modernized, reduced in size for greater efficiency and relocated to the public safety zone. Emergency supplies and equipment are stored at that location. Mutual aid assistance from other agencies could be staged there during emergency situations. Estimated Square Footage: 68,390 SF

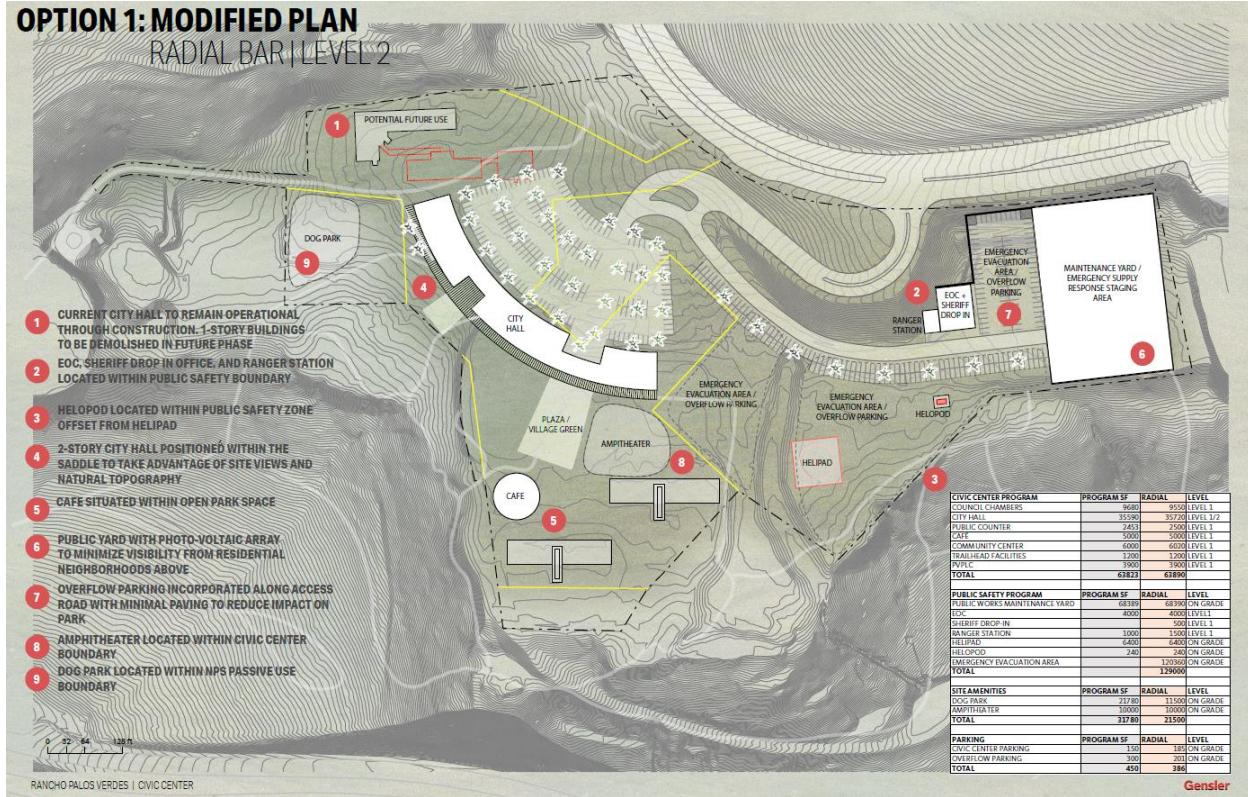
Based on the proposed adjustment of public safety and law-enforcement components described above, the following is an analysis of two proposed preliminary site plan options for the CCAC's consideration (note that there are two site plans for each option reflecting the first and second levels of the main City Hall building):

### Option 1: Modified Radial Bar

Option No. 1 reflects a revised Radial Bar plan that relocates portions of City Government buildings and an amphitheater that were previously in the public safety zone to the general government use zone. Additionally, an existing dog park has been moved to an area of the site that is still under National Park Service (NPS) oversight and is limited to passive recreational use. Staff's understanding is that a dog park may qualify as a passive recreational use but will confirm that with NPS.



## OPTION 1: MODIFIED PLAN RADIAL BAR | LEVEL 2

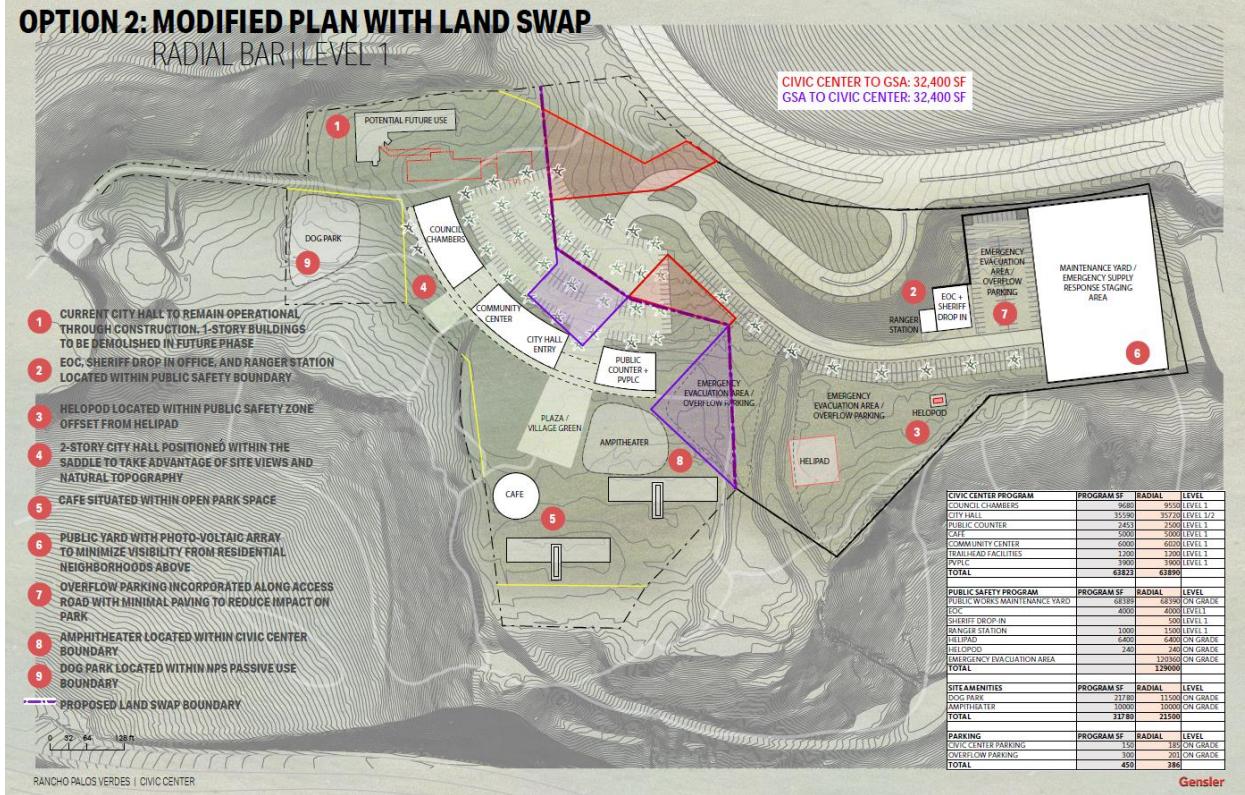


### Option No. 2: Modified Radial Bar with Land Swap (Staff's Preferred Option)

Option No. 2 reflects the modified radial plan but with a land swap. A proposed land swap of less than one acre consisting of 32,400 square feet of general unrestricted zone (shown in red) transferred from the City to GSA oversight, with an equivalent transfer (shown in purple) transferred from the City to GSA. This proposal would allow for greater flexibility in the placement of City Hall buildings in the general government use area, as well as improved vehicular and pedestrian access, while not reducing the size of the “public safety zone.”

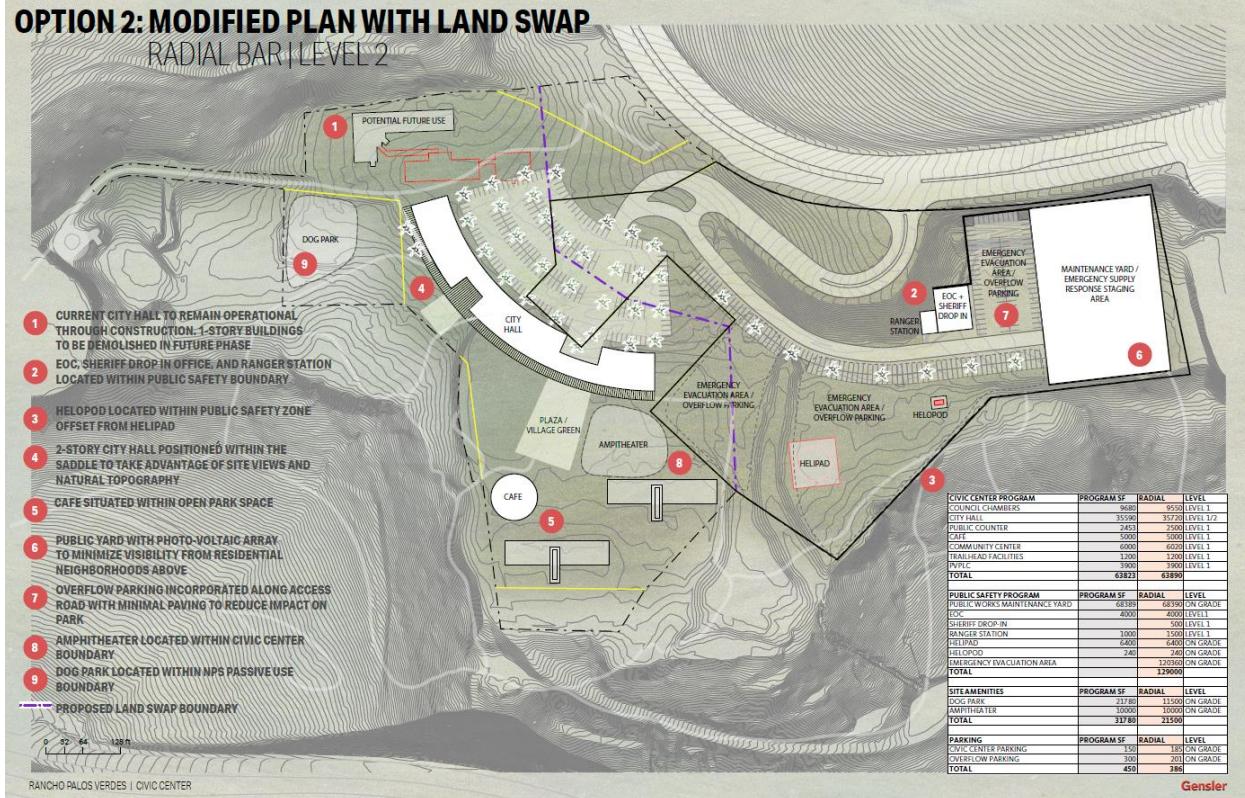
## OPTION 2: MODIFIED PLAN WITH LAND SWAP

RADIAL BAR | LEVEL 1



## OPTION 2: MODIFIED PLAN WITH LAND SWAP

RADIAL BAR | LEVEL 2



During a follow-up meeting with Anita Lee, Staff discussed the process for a potential land swap between the “public safety zone” and the “general government use zone” of the site. She recommended that if the CCAC wished to pursue a land swap option, then the City should submit a revised plan with a detailed project narrative (attachment A) to the GSA for its review. She noted that the review process would be informal and should be accomplished within a short time frame. If approved, the plan would then be forwarded to DOJ and FEMA for review. If the CCAC does not recommend pursuing the land swap option, or if the land swap option is rejected, the City could submit the modified radial bar plan and project narrative without a land swap component to the GSA, DOJ, and FEMA for review.

Staff recommends the land swap option (Option No. 2) given the anticipated short review process of the land swap proposal by GSA and Gensler’s opinion that it has significant advantages in terms of building location, flexibility and overall accessibility.

If the plans presented this evening are deemed acceptable, staff recommends that the CCAC identify its preferred option and direct staff to submit to GSA before the end of the year, if possible. This action would save approximately one month from the revised timeline.

#### **ADDITIONAL INFORMATION:**

##### Civic Center Master Plan Conceptual Project Budget

Determining that the proposed preliminary site plan is acceptable to those federal agencies is a crucial step that needs to be completed before developing a preliminary conceptual project budget. Once accepted by the federal agencies, as well as the CCAC, Griffin Structures will work with Staff and Gensler to develop a preliminary conceptual budget. The Finance Advisory Committee will also be asked to review the preliminary budget and identify potential funding sources. A recommendation will then be presented to the City Council for its consideration.

#### **CONCLUSION:**

Depending on CCAC direction this evening, either option 1, the modified site plan and project narrative will be sent to the GSA, DOJ, and FEMA for review; or option 2, the modified site plan with the land swap component and a project narrative will be sent to the GSA for review. Submitting the modified site plan with land swap component is Staff’s preferred option to allow for improved accessibility and greater flexibility in building placement.



**CIVIC CENTER ADVISORY COMMITTEE  
AGENDA REPORT**

**MEETING DATE: 12/15/2022  
AGENDA HEADING: Regular Business**

**AGENDA DESCRIPTION:**

Review of draft Civic Center Advisory Committee Biannual Report to the City Council.

**RECOMMENDED COMMITTEE ACTION:**

Provide direction on draft Civic Center Advisory Committee Biannual Report to the City Council.

**STAFF COORDINATOR:** Matt Waters, Senior Administrative Analyst 

**ATTACHED SUPPORTING DOCUMENTS:**

A. Fiscal Year 2021-2022 CCAC Work Plan (Page A-1)

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**BACKGROUND AND DISCUSSION:**

In August 2019, the City Council adopted City Council Policy No. 54, which dealt primarily with the assignment of City Council liaisons to the City's advisory boards, committees and commissions. Section M of City Council Policy No. 54 states:

*In an effort to keep the City Council and the public informed on the activities of the boards/committees/commissions, biannual status reports shall be given at a regular City Council meeting.*

The City Council has directed that these reports should focus on the accomplishments of each advisory board during the preceding 6-month period and what is anticipated for the next six months. Each board will be allotted up to ten (10) minutes for its presentation. The chair, vice chair or other member of each board typically makes the presentation. The biannual report is scheduled to be presented to the City Council on January 17, 2022.

Below is a list of CCAC's accomplishments in Q1 and Q2 of FY22-23:

**July 2022**

- Received a report on the Civic Center Geotechnical Investigation Report
- Provided input on the development of the Civic Center Master Plan's conceptual budget
- Considered potential modifications to the preliminary site plans regarding public safety components

August 2022

- No meeting

September 2022

- Discussed outreach to County officials regarding sheriff and fire stations and potential changes to site plan

October 2022

- Directed staff to proceed with updating preliminary site plans to address issues raised by County and federal agencies.
- Directed staff to prepare an amendment to Gensleer contract to revise site plan to address these issues

November 2022

- No meeting.

December 2022 (will be revised as needed following CCAC Meeting on December 15)

- Provided direction on proposed helopod
- Reviewed revised Civic Center preliminary site plan and directed staff to submit revised plan to GSA
- Reviewed and approved the Civic Center Advisory Committee Biannual Report to the City Council.
- Selected new Vice-Chair to fill opening left by Councilmember Paul Seo

In the next six (6) month reporting period, the Committee expects to work on a range of tasks that are aligned with the current CCAC FY 2022-23 Work Plan (Attachment A). Per previous CCAC direction, the tasks are divided into four categories: Budget/Project Development, Partnership Outreach, Public Outreach, and Ongoing Assignments:

**Budget/Project Development**

1. Provide input on feedback from federal agencies on revisions to preliminary site design.
2. Approve preliminary site design.
3. Coordinate with Staff and FAC on financing alternatives (timeline to be discussed and coordinated with FAC).
4. Review project budget range in conjunction with staff and project manager.

**Partnership Outreach**

5. Based on direction from the City Council, explore potential partnerships and coordinate appropriate usage with other civic, business and non-profit organizations.
6. Receive updates from staff and project manager and provide input on the possibility of “land swapping” of public safety and general government areas

through General Services Administration (GSA) to maximize development flexibility on the site.

### **Public Outreach**

7. Subsequent to approval of site design and establishment of conceptual project budget, work with the Project Manager and Staff, develop and participate in a robust and comprehensive public outreach process in conjunction with staff. Outreach effort to include but not be limited to community workshops, meetings with HOAs, stakeholders, City Staff, & consultant team; public tours, Listserv messages, newsletter articles, CCAC presence at public events, press coverage, RPVTV features, RPV website updates, and social media outlets such as Facebook and Nextdoor.

### **Ongoing Assignments**

8. Produce bi-annual reports to the City Council on CCAC progress.
9. Work with staff and Project Manager to refine the project schedule.
10. Review and finalize FY 23-24 work plan for presentation to the City Council.



## **CIVIC CENTER ADVISORY COMMITTEE FY 2021-2022 WORK PLAN**

### **SPECIFIC 2021-22 ASSIGNMENTS**

During the 2021-22 fiscal year, the CCAC will continue to implement its mission, with emphasis upon the following goals:

1. Continue to develop an understanding of the status of the property and receive regular reports on the progress of any changes to the status of that property.
2. If necessary, review and approve a revised RFP for a Project Management Consultant to provide direction and guidance on the Civic Center project.
3. Work with Project Management Consultant and Staff to research and advise on development alternatives to make progress toward a master plan design.
4. Review project budget range and financial alternatives in conjunction with Project Management Consultant, Staff, and Finance Advisory Committee (FAC).
5. Participate in facilitated public workshop with City Council and other Committees on municipal financing of capital projects.
6. Based on direction from the City Council, explore potential partnerships and coordinate appropriate usage with other civic, business, and nonprofit organizations.
7. Continue outreach with public safety agencies in conjunction with Staff to develop and determine level of interest and commitment to participate in the project.
8. Work with Staff to pursue the possibility of “land swapping” through Federal Emergency Management Agency (FEMA) and Department of Justice (DOJ) to maximize development flexibility on the site.
9. Develop and participate in robust and comprehensive public outreach process in conjunction with Staff and consultant. Outreach effort to include but not be limited to community workshops, meetings with homeowners associations (HOAs), stakeholders, City Staff, and consultant team; public tours, listserv messages, newsletter articles, CCAC presence at public events, press coverage, RPVtv features, RPV website updates, and social media outlets such as Facebook and Nextdoor.
10. Work with Staff to pursue acquisition of the Coast Guard property (Battery Barnes) on western end of property for inclusion in the Master Plan.
11. Explore possible uses for the Battery Barnes Coast Guard property and the Nike Missile silos.
12. Review Staff findings regarding identification of underground utilities at the Civic

Center property.

13. Recommend to the City Manager additional subjects that are outside of the scope of this Work Plan that should be reviewed by the Committee. Recommendations will be reviewed for approval by the City Manager and may be forwarded to the City Council for consideration as deemed appropriate.
14. Produce biannual reports to City Council on CCAC progress. As desired by the City Council, provide additional written and oral reports regarding CCAC accomplishments and future plans.

### **RECOMMENDATIONS TO THE CITY COUNCIL**

As an advisory body, the CCAC has the ability to bring comments, ideas, and recommendations regarding the Civic Center Master Plan project to the City Council for consideration. If a majority of Committee members are in agreement and have voted accordingly to move the topic forward, Staff will work to agendize the matter on the City Council's calendar. The Chair of the Committee, or his/her designee, will present the item before the City Council at the meeting. Staff will be available to assist the Committee on preparing the staff report and related materials for the agenda.



**CIVIC CENTER ADVISORY COMMITTEE  
AGENDA REPORT**

**MEETING DATE: 12/15/2022  
AGENDA HEADING: Regular Business**

**AGENDA DESCRIPTION:**

Consideration and possible action to select a Civic Center Advisory Committee Vice-Chair.

**RECOMMENDED COMMITTEE ACTION:**

1. Appoint a Civic Center Advisory Committee Vice-Chair.

**ORIGINATED BY:** Matt Waters, Senior Administrative Analyst 

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**BACKGROUND AND DISCUSSION:**

The position of Civic Center Advisory Committee Vice-Chair is currently vacant following the election of former Vice-Chair Paul Seo, to the Rancho Palos Verdes City Council.

City Committees and Commissions typically select their own Vice-Chair. If the Committee wishes, it could ask for nominees and vote for a Vice-Chair at tonight's meeting or at a subsequent meeting. The Vice-Chair would lead Committee meetings and represent the Committee at future City Council meetings in the event the Chair was unable to attend.

Staff is seeking for the CCAC to solicit nominations from Committee members and select a Vice-Chair during tonight's meeting.

Given the resignation of CCAC member Carolynn Petru, the Committee may opt to wait until the two open spots are filled before filling the Vice-Chair vacancy. It is anticipated that the vacant seats will not be filled until the CCAC's regular February meeting.