



Administrative Report

J.3., File # PWC22-5053

Meeting Date: 10/24/2022

To: PUBLIC WORKS COMMISSION

From: LUKE SMUDE, ASSISTANT TO THE CITY MANAGER

TITLE

DISCUSSION AND POSSIBLE DIRECTION TO STAFF REGARDING THE ADDITION OF ENVIRONMENTAL ADVISORY DUTIES TO THE PUBLIC WORKS COMMISSION

EXECUTIVE SUMMARY

As part of the strategic planning process, the City Council requested that staff research and report on options to provide advisory functionality on environmental issues through the creation of a new Commission, or the addition of these responsibilities to an existing body. After evaluating multiple jurisdictions and evaluating the workload of the City's existing Boards and Commissions, staff recommends adding the review and consideration of environmental issues to the responsibilities of the Public Works Commission.

BACKGROUND

In order to address current and future environmental concerns, the City Council requested staff report on options for including environmental advisory functionality in an existing Board or Commission, or establish a new environmental advisory body.

In order to determine the best approach, staff evaluated a number of factors. These included the number of Boards and Commissions in comparable cities, the current assignments for our Boards and Commissions, and the ability of the City calendar to accommodate a new advisory body.

Staff found that the City has a healthy number of Boards and Commissions currently and that there is very little room on the existing City calendar. Adding a new advisory body would place additional strain on staff resources, and there would be no flexibility in scheduling a new body's meetings. From a mandate perspective, the Planning Commission and the Public Works Commission are both well suited to assume environmental advisory responsibilities.

Staff also evaluated board agenda volume since 2020 and found that there is reasonable bandwidth for the Public Works Commission to accommodate the additional functionality, if desired. The Planning Commission does not have sufficient bandwidth, as a number of their regular meetings have stretched past midnight and additional special meetings have been added to allow them to address their workload.

Adding environmental advisory responsibilities to the Public Works Commission has the potential to enhance the substance of existing Commission appointments and would build naturally upon the Public Works Commission's existing efforts to evaluate hazardous and solid waste disposal, recycling

and organic programs, along with watershed management and water conservation.

Staff received a letter of support for adding the environmental advisory duties from Commission Chair John M. Simpson as part of the City's strategic planning process. If this additional responsibility is supported by the majority of the Public Works Commission, staff will bring a discussion item to the City Council in the coming months recommending the Public Works Commission assume the role as the official environmental advisory body for the City of Redondo Beach.

Staff will work with the Council and the City Attorney's Office to appropriately memorialize this change, as directed, but the Public Works Commission could immediately assume these duties following an affirmative vote of the City Council based upon the language of Ordinance #1996-2776 which consolidated the duties of the Traffic Commission and the Environmental and Public Utilities Commission under the Public Works Commission.

COORDINATION

This report was created by the City Manager's Office in coordination with the Public Works Department.

FISCAL IMPACT

There is no fiscal impact associated with this report.

ATTACHMENTS

- Ord - #1996-2776, August 6, 1996
- Letter of Support, August 24, 2022