



**CITY OF SANTA MONICA**

# **Public Landscape Relocation Process**

**[www.smgov.net/pldrelocation](http://www.smgov.net/pldrelocation)**

**AIRPORT COMMISSION**

January 27, 2020

# Hi, I'm New to PW!

## **Peter James, Chief Operations Officer Public Works Department**

- Former Santa Monica resident (now in Venice near airport)
- 15 years in Planning
- Specialties in:
  - Urban Design
  - Strategic Planning
  - Engagement and Public Process



# Why I'm Here

## To Help Design a Public Process that Engages the Community in Identifying a Location for Public Landscape Operations

- Planned location drew strong concerns from adjacent neighborhood
- City Manager and Public Works Director committed to a new, open process



Rick Cole  
City Manager

Office of the City Manager  
1685 Main Street  
PO Box 2200  
Santa Monica, CA 90407-2200

December 5, 2019

Dear Neighbor,

You may be aware that the City of Santa Monica has been planning the relocation of our City Parks Maintenance Unit from its current location at Memorial Park to a maintenance building at Santa Monica Airport. We are reaching out to you to apologize. Adequate public outreach was not conducted for the relocation project. As a result, we've put the relocation on hold.

While we have halted the project, you may see some work over the next few weeks to finish securing the site and public right-of-way, which includes restoring utilities and cleaning construction.

As we initiate a public process for planning the relocation of the Parks Maintenance Unit, it's important to explain the need for the relocation and how the Airport location was selected. The move was initiated to make way for an expansion of Memorial Park. The Public Works Department studied available locations citywide and identified a small underutilized portion of Santa Monica Airport land near Fire Station #5 that could meet the needs of the work unit.

To sustain required daily services that the unit provides to residents citywide, an existing building and approximately 50,000 square feet of open area at the Airport was retrofitted to temporarily accommodate some equipment, materials, vehicles and a limited number of personnel. More detailed information about the location selection is available in the October 10, 2019 Information Item titled *Relocation of Park Maintenance from Memorial Park to the Airport*, which can be found online at [www.smgov.net/departments/council/infoitems](http://www.smgov.net/departments/council/infoitems).

During the preliminary work, some neighbors raised concerns about the relocation and the lack of notification about the scope of the project. Though the proposed relocation was discussed at the Airport Commission at the September and November meetings, as City Manager and Public Works Director, we take full responsibility for failing to engage you.

In 2020, we will reintiate a collaborative engagement between residents, staff and the Airport Commission to address resident concerns. This project is discussed at the monthly Airport Commission meetings, which is open to the public and your participation is encouraged. The City will also seek public input to develop a feasible approach to relocating this work unit by the end of 2020, so that we can deliver a new state-of-the-art Memorial Park and continue the high maintenance standards at our parks citywide. Please look for future notices to be part of the dialogue and feel free to email us your comments, questions and concerns as we move forward.

Your City team is committed to working with you as neighbors to produce a positive outcome. Until then, we wish you a happy and restful holiday season.

Sincerely,

A handwritten signature in blue ink that reads "Rick Cole".

Rick Cole  
City Manager  
[rick.cole@smgov.net](mailto:rick.cole@smgov.net)

A handwritten signature in blue ink that reads "Susan Cline".

Susan Cline  
Public Works Director  
[susan.cline@smgov.net](mailto:susan.cline@smgov.net)

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# Background

# The Public Landscape Division

## City of Santa Monica Public Landscape Division

- Maintains and enhances citywide system of parks and public open spaces
  - Parks maintenance
  - Urban forest maintenance
  - Beach maintenance
  - Pier maintenance
  - Annenberg Beach House
  - Swim Center



# The Public Landscape Division

## A History of Relocation Based on Park System Expansion



**Pre-2005**

PLD headquartered at Airport

- Relocated for creation of Airport Park



**2005 – Present**

PLD headquartered at Memorial Park

- Expansion requires relocation

# The Public Landscape Division

## Memorial Park Expansion – Approved October 2019



Existing Memorial Park



Future Memorial Park –  
Construction Winter 2021

# Sites Considered in Preliminary Effort

Various sites already considered  
(from October 10 Info Item to Council):

## CITY YARDS

- Infeasible due to:
  - High construction costs
  - Constrained site, lack of adequate land area without reducing Gandara Park



# Sites Considered in Preliminary Effort

Various sites already considered  
(from October 10 Info Item to Council):

**UNLEASED AIRPORT PROPERTIES  
WITH EXISTING BUILDINGS  
2501 AIRPORT AVE**

Infeasible due to:

- Inadequate size
- Close proximity to aircraft operations



# Sites Considered in Preliminary Effort

Various sites already considered  
(from October 10 Info Item to Council):

**UNLEASED AIRPORT PROPERTIES  
WITH EXISTING BUILDINGS  
3011 AIRPORT AVE**

Infeasible due to:

- Inadequate size
- FAA tie-down requirement  
(can't reduce existing volume)



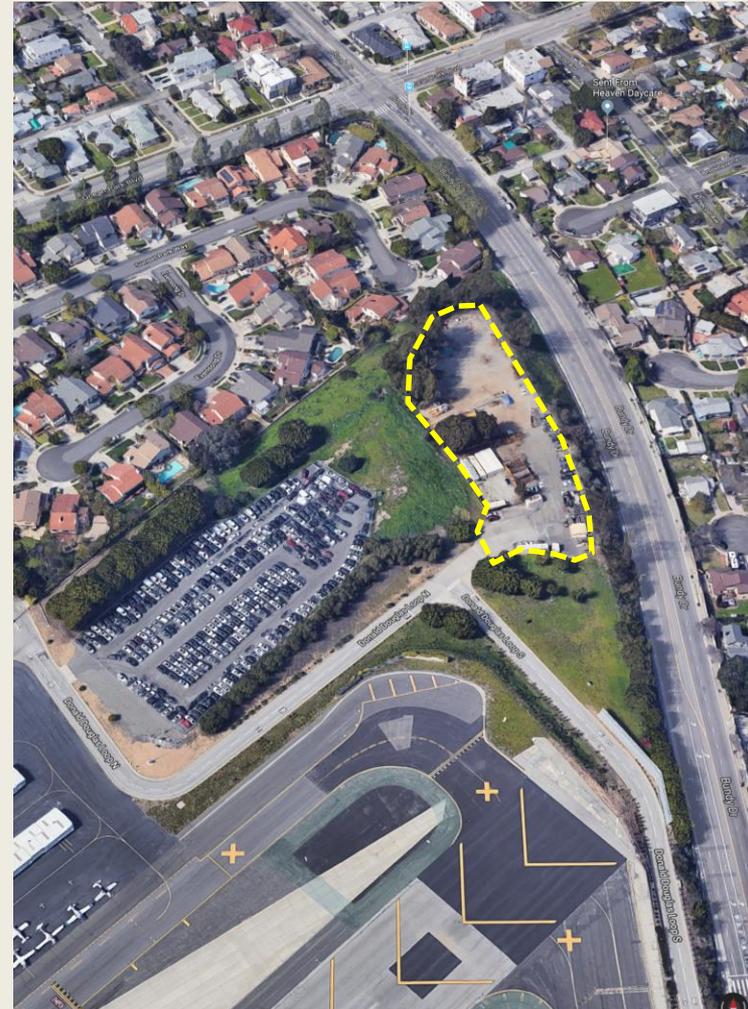
# Sites Considered in Preliminary Effort

Various sites already considered  
(from October 10 Info Item to Council):

## UNDEVELOPED NORTHEAST CORNER OF AIRPORT

Infeasible due to:

- High cost of construction
  - Lack of necessary infrastructure (water/sewer/power)
  - Grading and earthwork
- City of LA permitting



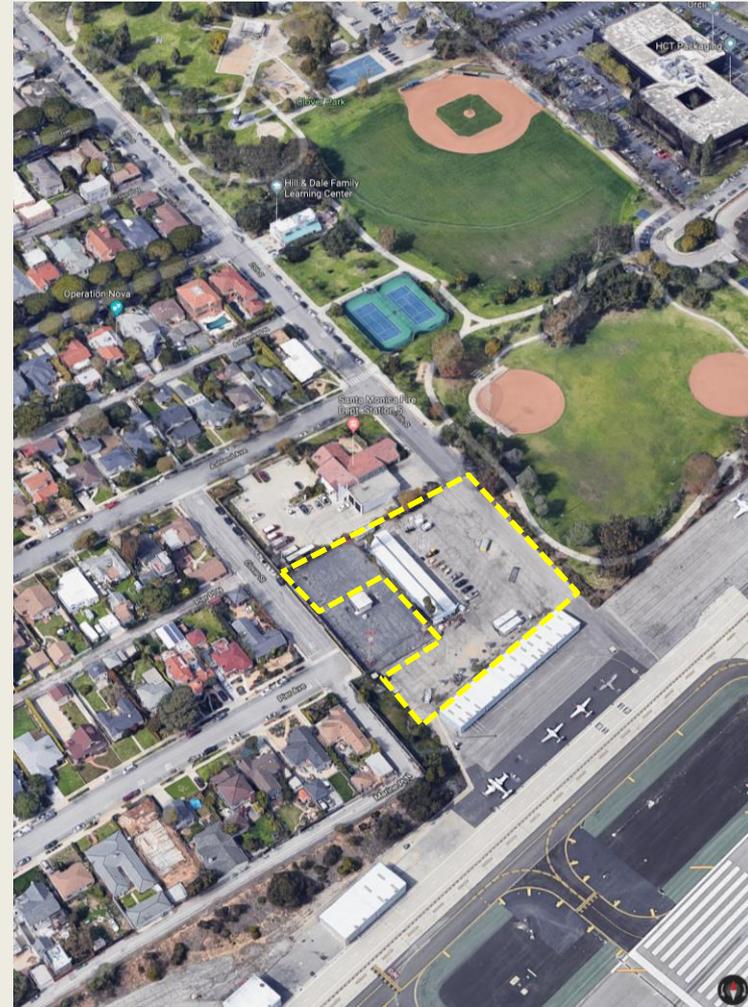
# Sites Considered in Preliminary Effort

Various sites already considered  
(from October 10 Info Item to Council):

## EXISTING AIRPORT MAINTENANCE FACILITY

Feasible for Temporary Location:

- Adequate land area for consolidated operations
- Existing building and facilities
- Required limited infrastructure improvements



**2**

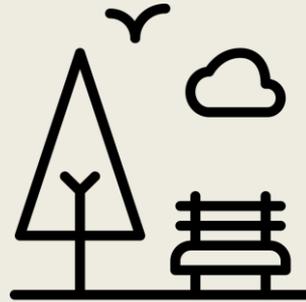
# Reboot

# Goals of the Reboot Process

## Citywide Exploration of Site Alternatives



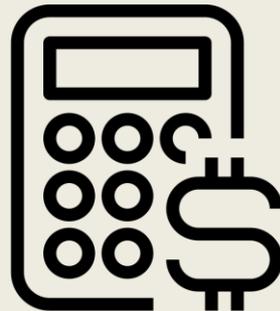
Identify temporary  
(5-10 years) or  
permanent home



Maintain high levels of  
service to city parks and  
public spaces



Minimize impact of  
operations to residential  
and business communities



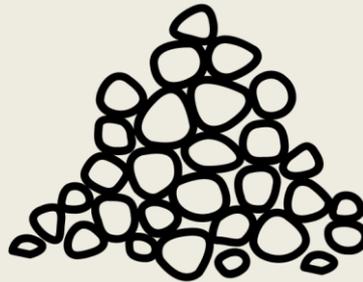
Budget responsibly

# Criteria for PLD Site Alternatives

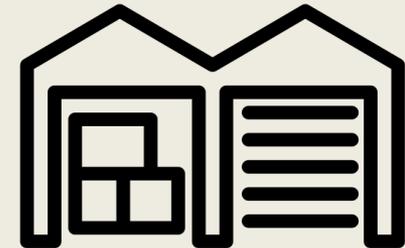
## PLD Operational Requirements (Park and Urban Forest Maintenance)



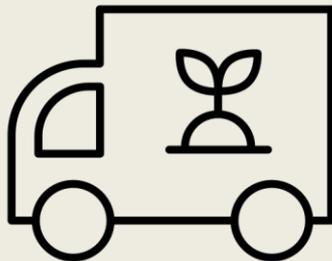
Land Area



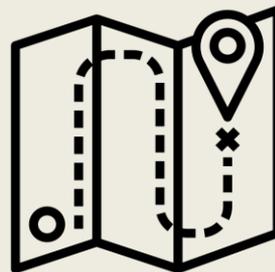
Bulk Materials



Facilities for 40  
PLD Personnel



45 Staff Vehicles (parked)  
Avg. 40-50 Active City  
Vehicles/Equipment (deployed)



Access to Public  
Spaces and Staff



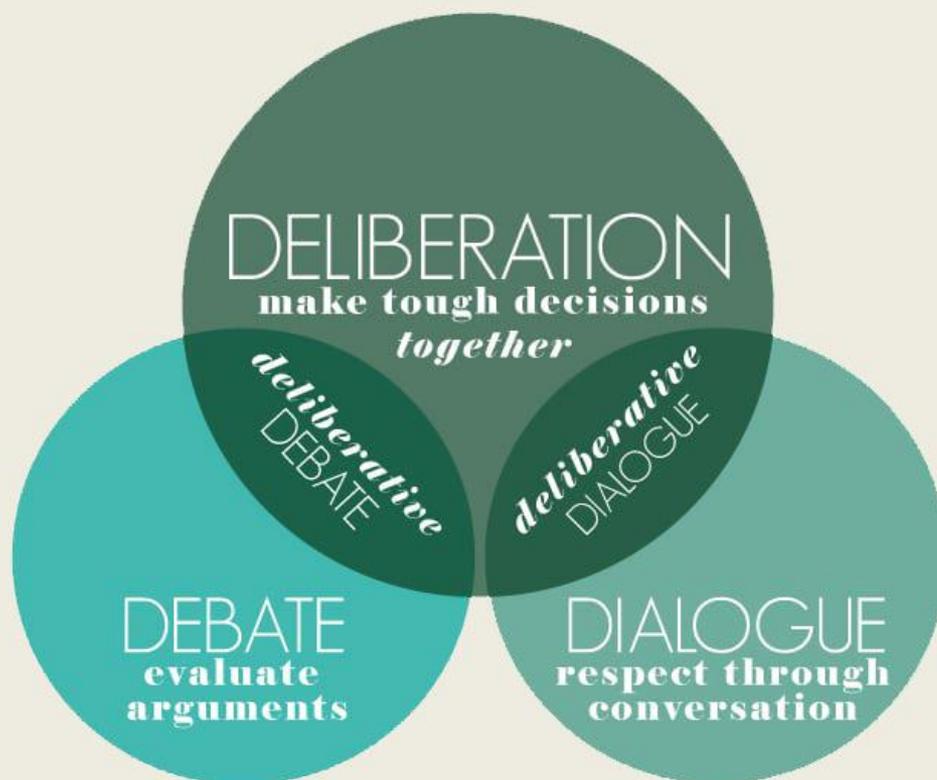
Temporary  
(Min. 5 years)

# A Deliberative Process

## DELIBERATIVE

Where a range of people learn, discuss and work out solutions together

- Research
- Dialogue
- Decision-making



# Principles to Guide the Process

The following principles are proposed to guide and open and participatory process:

- The Process is Transparent
- The Process has Integrity
- The Process is Collaborative
- Participants are Kept Informed
- A timely decision is made



# Principles to Guide the Process

## THE PROCESS IS TRANSPARENT

In an effective deliberative process, transparency applies to:

- Information provided to participants
- Reporting of views
- Channels through which views feed into decision-making are clear

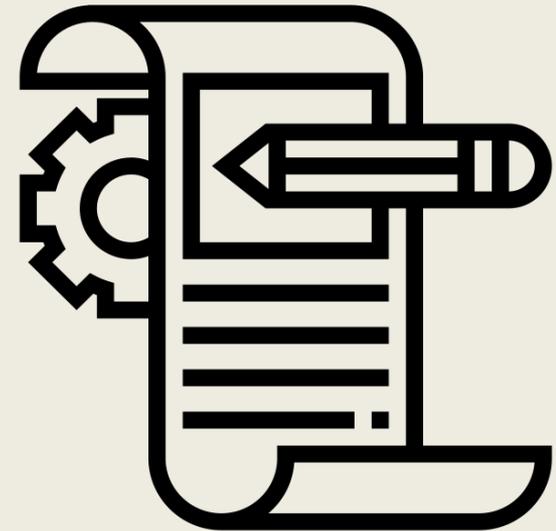


# Principles to Guide the Process

## **PARTICIPANTS ARE KEPT INFORMED**

Clear information on the process before, during, between and after meetings

- Flow of information to all involved, including decision-makers
- Published results at each stage
- Report-back on how participants' input made a difference

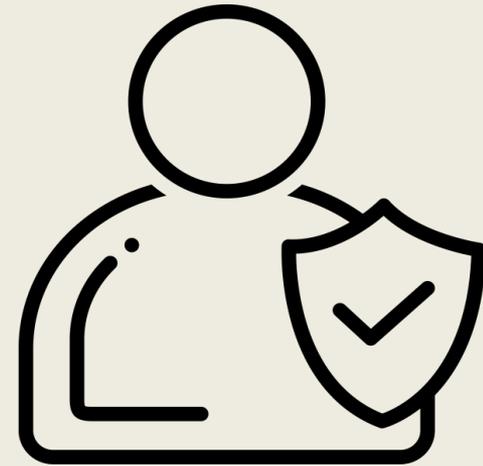


# Principles to Guide the Process

## THE PROCESS HAS INTEGRITY

The integrity and openness of everybody involved are among the most important elements:

- Clarity about limitations and impacts
- Clear communication about results of the process
- Decision-makers remain open minded



# Principles to Guide the Process

## THE PROCESS IS COLLABORATIVE

Participants contribution and needs are clearly value and respected:

- Safe, non-confrontational atmosphere in which views are expressed freely
- Well-managed process to build confidence in the exercise
- Friendly and informal environment of collaboration



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# Framework

# Framework for Reboot Process



# Framework for Reboot Process

## Explore

Using Established  
Criteria

- Sites already studied
- Public land sites
- Private land sites



## Explore Phase

- **Learn:** role of PLD, needs, criteria
- **Explore:** public & private land options
- **Analyze:** create inventory for analysis

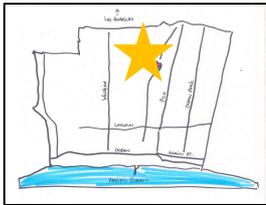
# Framework for Reboot Process

## Review and Refine

To Identify Realistic Options

- Presents results of “explore”
- Discuss tradeoffs (operations, impacts, costs)
- Brainstorm mitigations
- Select top choices

Site 9 – 1234 Any Street  
 Cost to Implement: \$4MM



### Profile

67,00 SF Parking Lot
Flat

### Criteria

Land Area	●
Access	◐
Impact to Neighbors	○
Temp or Perm	Both

## Review and Refine Phase

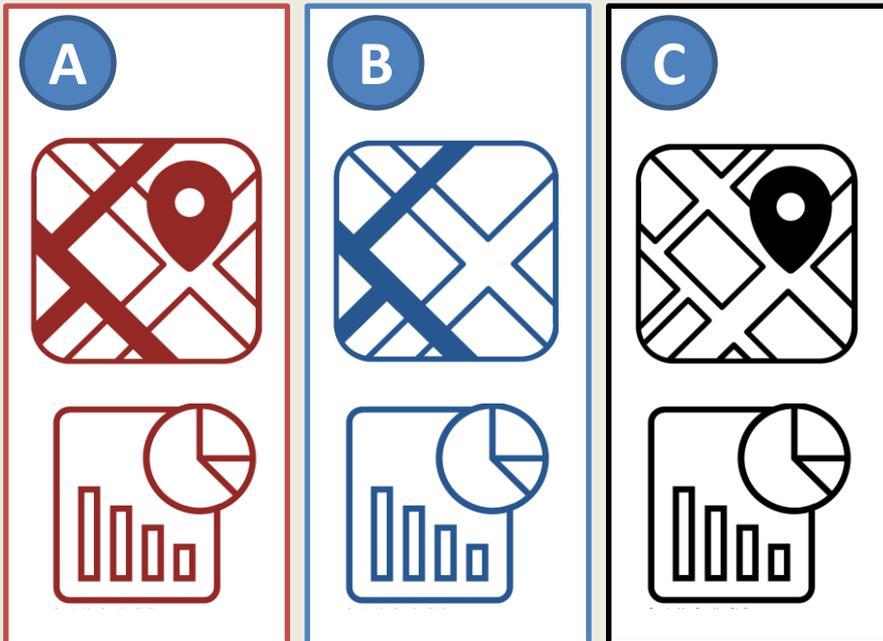
- Review: results of site analysis
  - How does each site address criteria?
- Refine: work to select list of top contenders

# Framework for Reboot Process

## Council Selects

Final Options for Consideration

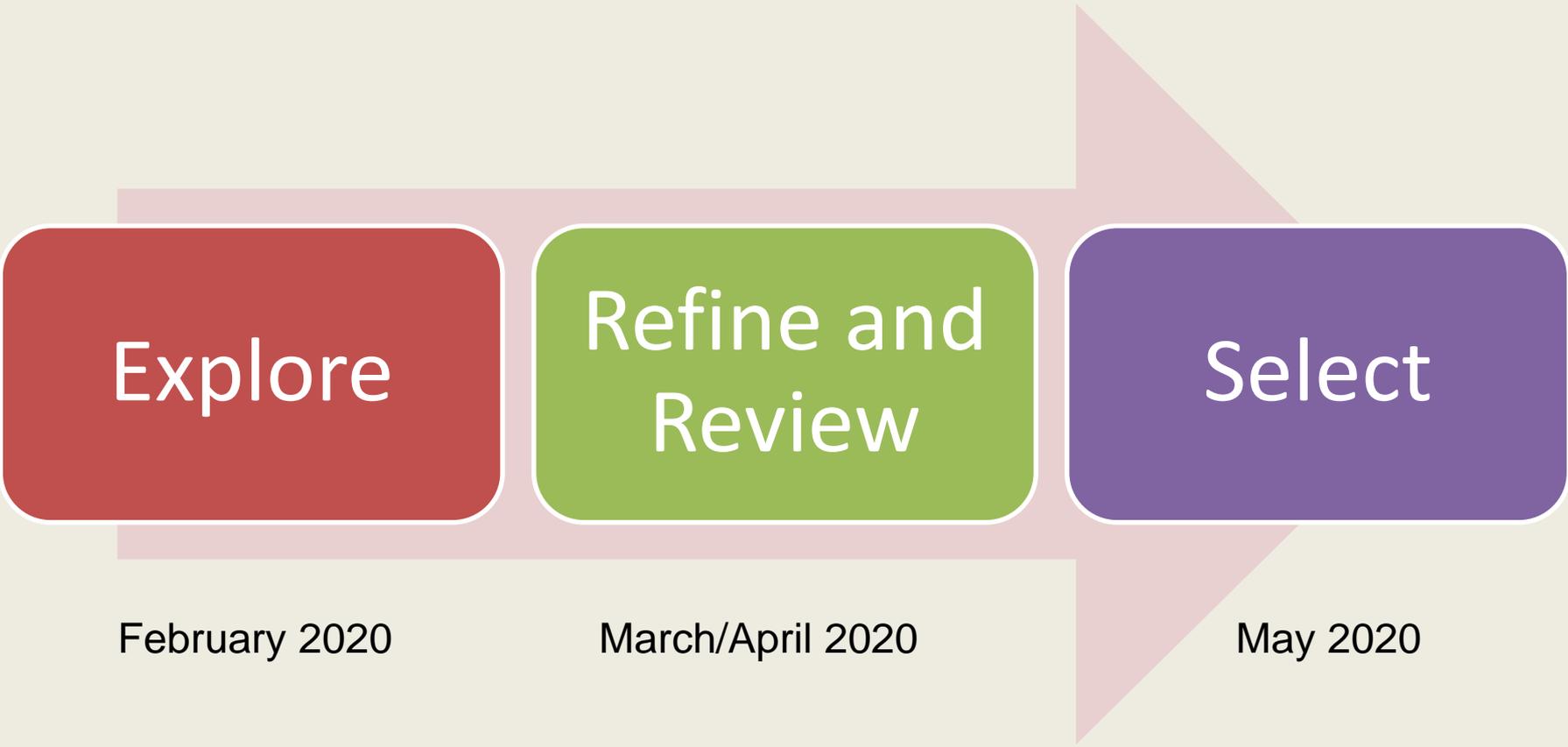
- Present options to Council for final selection



## Select Phase

- Provide recommendation to Council for budget decision
  - Public input
  - Operational analysis
  - Cost analysis

# Timeframe



Explore

February 2020

Refine and  
Review

March/April 2020

Select

May 2020

# The Audience

Residents

Businesses

Parks  
People

Sports  
People

Neighborhood  
Groups

Airport  
Commission

Urban Forest  
Task Force

Recs and Park  
Commission

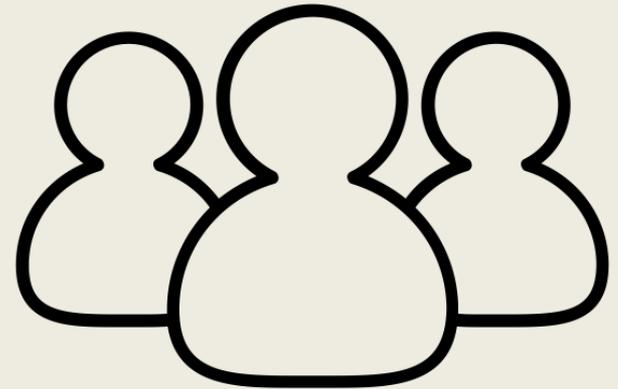
Tree  
People

# Options for Interested Participants

## DECEMBER 11 AIRPORT COMMISSION

The Commission raised a question about the possibility of citizen involvement in the management of the process.

- **PLD Relocation**  
**“Working Committee”** 5-6 people
  - Workshop planning
  - Site mitigation and trade offs
  - Process evaluation
- Sign-up will be available on website and at workshops



# Project Page

[www.smgov.net/pldrelocation](http://www.smgov.net/pldrelocation)

- Information about the relocation effort
- Sign-up for updates and notices
- Library of materials
  - October Info. Item
  - Letter to Community
  - This PowerPoint
- Contact Information
- Workshop Announcement and RSVP registration

The screenshot shows the Santa Monica Public Works website. The page title is "Parks and Tree Maintenance Staff Looking for a New Home!". The main content includes a paragraph explaining the need for a new location for the Public Landscape Division's Park Maintenance and Urban Forest staff, starting in 2021. It mentions the current 45-person workforce and the city's 28 public parks. A section titled "A History of Relocation Based on Park System Expansion" features three circular images: "Pre-2005 PLD headquartered at Airport - Relocated for creation of Airport Park", "2005 - Present PLD headquartered at Memorial Park - Expansion requires relocation", and "2020 and Beyond" with a question mark. Below this, the "Public Process to Identify a New Home" section describes a public process starting in February 2020. The "First Community Workshop" is scheduled for Wednesday, February 19th at 6:30-8PM at the Joslyn Park Community Room. The "Project Information" section lists a presentation to the Airport Commission on January 27, 2020, a letter to the community on December 5, 2019, and an information item on October 10, 2019. The "Project Manager" is Peter D. James, Chief Operations Officer - Strategic Initiatives, with email peter.james@smgov.net. The footer contains the City of Santa Monica copyright and contact information.

City of Santa Monica  
Santa Monica Public Works

Administrative Services  
Major Projects  
Report a Problem (GO)  
Architecture Services  
Civil Engineering  
Facilities Maintenance  
Office of Sustainability  
Public Landscape  
Resource Recovery  
Santa Monica Airport  
Street And Fleet Services  
Water Resources  
Woodlawn Cemetery

**Parks and Tree Maintenance Staff Looking for a New Home!**

The Public Landscape Division's Park Maintenance and Urban Forest staff need to move from their current location at Memorial Park in order to make room for a state-of-the-art recreational facility that will commence construction at the beginning of 2021. The City is looking to engage interested community members to identify potential locations to house this 45-person workforce that maintains and operates Santa Monica's 28 public parks, including sports fields, playgrounds and water features, and the City's over 34,000 public trees.

As the City's park system has expanded over the years with Tongva Park, Ishihara Park, and Airport Park, so has the Public Landscape workforce. Current demands require a minimum of 50,000 square feet of space, which will be used to house workers and offices, store equipment and vehicles, as well as bulk materials such as gravel, decomposed granite and sand that are essential to the maintenance of our park system.

**A History of Relocation Based on Park System Expansion**

Pre-2005  
PLD headquartered at Airport  
- Relocated for creation of Airport Park

2005 - Present  
PLD headquartered at Memorial Park  
- Expansion requires relocation

2020 and Beyond

**Public Process to Identify a New Home**

Beginning in February 2020, an inclusive public process will launch to collaborate with interested residents and members of the business community to identify a temporary (minimum 5-years) or permanent home for this important service division.

The process will culminate with a recommendation to the City Council to include required site improvements in the City's FY2020/2021 budget, based on the selected location. Please join us in rolling up your sleeves and tackling this challenging assignment!

[Sign up here to stay informed >](#)

**First Community Workshop**

**Wednesday, February 19th at 6:30-8PM**

Joslyn Park Community Room  
633 Kensington Rd  
Santa Monica, CA 90405

This will be a collaborative workshop to learn about the scope of Public Landscape operations, and to explore site location options for a temporary or permanent home.

Parking is available onsite.

[Register for this event here >](#)

[To learn more about the work of the Park Maintenance and Urban Forest staff, please click here >](#)

**Project Information**

- Presentation to the Airport Commission - January 27, 2020
- Letter to Community Addressing Relocation Efforts - December 5, 2019
- Information Item on PLD Relocation - October 10, 2019

**Project Manager**

Peter D. James, Chief Operations Officer - Strategic Initiatives  
[peter.james@smgov.net](mailto:peter.james@smgov.net)

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# 1<sup>st</sup> Community Workshop

Wednesday, February 19th

- Joselyn Park Community Room
- 6:30pm-8pm
- “Explore”

RSVP at  
[www.smgov.net/pldrelocation](http://www.smgov.net/pldrelocation)



Pre-2005

PLD headquartered at Airport

- Relocated for creation of Airport Park



2005 – Present

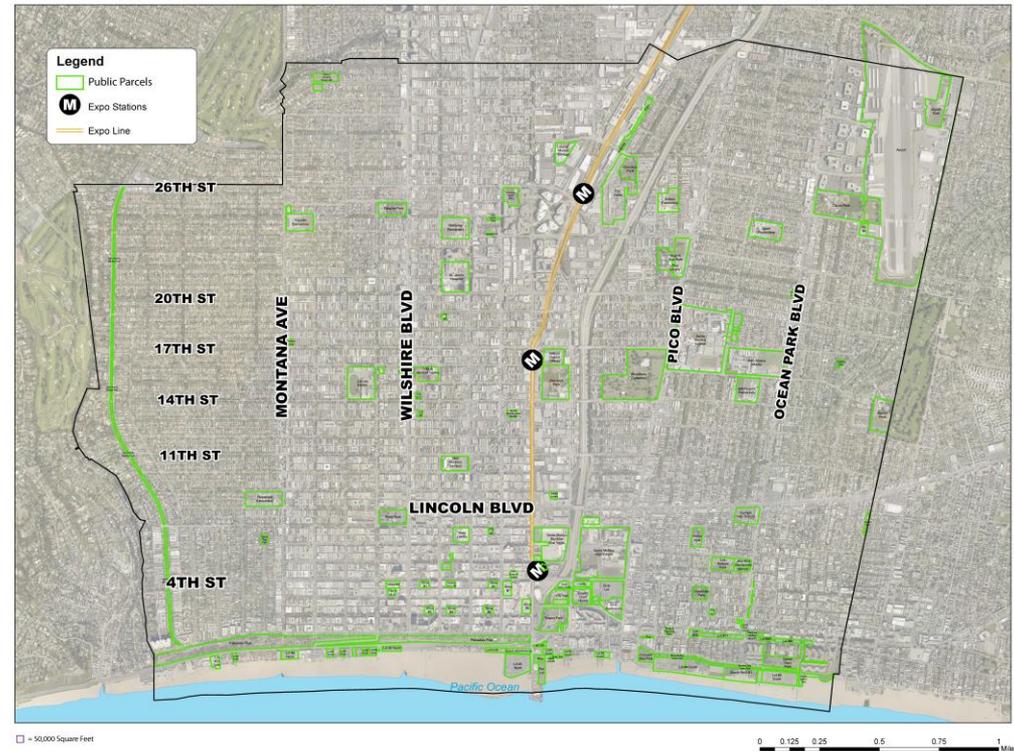
PLD headquartered at Memorial Park

- Expansion requires relocation



2020 and Beyond

Public Parcel Inventory - City of Santa Monica, SMMUSD, SMC



# Questions for Airport Commission

**Prior to initiation of the process, staff requests input from the Airport Commission and members of the public.**

- Are the principles that will guide the process sound?
- Are the steps outlined to identify and select a location complete?
- How can we best collaborate with the entire citywide community on this site identification issue?
- What is the best way to keep the Airport Commission informed of the process as we explore citywide?



**CITY OF SANTA MONICA**

**Public Landscape  
Relocation Process**  
[www.smgov.net/pldrelocation](http://www.smgov.net/pldrelocation)

**Thank You!**

**AIRPORT COMMISSION**  
January 27, 2020