



Caring for Our Coast

♦ ♦ ♦  
**Gary Jones**  
Director

**Kerry Silverstrom**  
Chief Deputy

**Amy M. Caves**  
Deputy Director

## **SMALL CRAFT HARBOR COMMISSION MEETING**

### **Wednesday, October 14, 2020**

### **10:00 A.M.**

AUDIO LINK [SCHC October 14, 2020 Meeting](#)

### **NOTICE**

Following Governor Newsom's executive orders prohibiting the convening of public agency meetings in light of the COVID-19 pandemic, all regularly scheduled Small Craft Harbor Commission meetings will convene as virtual (online) meetings and by teleconference until further notice.

#### **OBSERVING THE MEETING**

To observe the meeting without public comment for the record, go to <http://beaches.lacounty.gov/watch-schc-meeting> (Webinar ID: 928 7881 2983) or dial **(408) 638-0968** or **(669) 900-6833**.

#### **PROVIDING PUBLIC COMMENT DURING THE MEETING**

To provide verbal public comment for the record during the meeting, go to <http://beaches.lacounty.gov/watch-schc-meeting> (Webinar ID: 928 7881 2983) and staff will assist you via the Zoom chat feature.

#### **PROVIDING PUBLIC COMMENT BEFORE THE MEETING**

To provide public comment for the record before the meeting, send an email to [DSCHCSecretary@bh.lacounty.gov](mailto:DSCHCSecretary@bh.lacounty.gov) or dial (424) 526-7733 and leave a message with your comment, the agenda item number, your first name and last name, email address, and phone number. Public comments submitted prior to 5 p.m. on Tuesday, October 13, 2020 will be transcribed and provided to the Small Craft Harbor Commission. Verbal public comments submitted after 5 p.m. on Tuesday, October 13, 2020 will not be provided to the Small Craft Harbor Commission, but will be transcribed and added to the public record.

1. **CALL TO ORDER AND PLEDGE OF ALLEGIANCE**
2. **APPROVAL OF MINUTES**



Small Craft Harbor Commission Meeting of February 12, 2020 and Special Meeting-July 15, 2020

3. **COMMUNICATION FROM THE PUBLIC**

This is the opportunity for members of the public to address the Commission on items that are not on the posted agenda, provided that the subject matter is within the jurisdiction of the Commission. Speakers are reminded of the three-minute time limitation.

4. **COMMUNICATION WITH THE COMMISSIONERS**

This is the opportunity for members of the Commission to provide notification to the public regarding any communication received by the Commissioners from the public, lessees, or other interested parties regarding business of Marina del Rey.

5. **OLD BUSINESS**

None

6. **NEW BUSINESS**

- a. Proposed Commission Letter to Board of Supervisors in Support of Non-Household Members Onboard Same Vessel for Private, Recreational Activities.

7. **STAFF REPORTS**

Ongoing Activities

(DISCUSS REPORTS)

- Board Actions on Items Relating to Marina del Rey
- Regional Planning Commission Calendar
- California Coastal Commission Calendar
- Redevelopment Project Status Report
- Design Control Board Minutes
- Marina del Rey Slip Report
- California Coastal Commission Slip Report
- Fisherman's Village Progress Report
- Illegal Boat Charter Enforcement
- DBH Presidential Election Disaster Service Worker Program

8. **ADJOURNMENT**

**PLEASE NOTE**

1. The Los Angeles County Board of Supervisors adopted Chapter 2.160 of the Los Angeles Code (Ord. 93-0031 ~ 2 (part), 1993, relating to lobbyists. Any person who seeks support or endorsement from the Small Craft Harbor Commission on any official action must certify that he/she is familiar with the requirements of this ordinance. A copy of the ordinance can be provided prior to the meeting and certification is to be made before or at the meeting.
2. The agenda will be posted on the internet and displayed at the following locations at least 72 Hours preceding the meeting date:

Department of Beaches and Harbors Website Address: <http://marinadelrey.lacounty.gov>

Department of Beaches and Harbors  
Administration Building  
13837 Fiji Way

MdR Visitors & Information Center  
4701 Admiralty Way  
Marina del Rey, CA 90292

Si necesita asistencia para interpretar esta información, llame a este numero: 424-526-7777.

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Marina del Rey, CA 90292

Burton Chace Park Community Room  
13650 Mindanao Way  
Marina del Rey, CA 90292

Lloyd Taber-Marina del Rey Library  
4533 Admiralty Way  
Marina del Rey, CA 90292

3. The entire agenda package and any meeting related writings or documents provided to a Majority of the Commissioners (Board members) after distribution of the agenda package, unless exempt from disclosure Pursuant to California Law, are available at the Department of Beaches and Harbors and at <http://marinadelrey.lacounty.gov>

Si necesita asistencia para interpretar esta informacion llame al (424) 526-7777.

**ADA ACCOMODATIONS:** If you require reasonable accommodations or auxiliary aids and services such as material in alternate format or a sign language interpreter, please contact the ADA (Americans with Disabilities Act) Coordinator at (424) 526-7752 (Voice) or (TTY/TDD) users, please call the California Relay Service at 711. The ADA Coordinator may be reached by email at [rstassi@bh.lacounty.gov](mailto:rstassi@bh.lacounty.gov).

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# **SMALL CRAFT HARBOR COMMISSION MINUTES**

**February 12, 2020**

**Commissioners:** David Lumian, Chair; Nathan Salazar, Vice Chair; Allyn Rifkin; Richard Montgomery

**Department of Beaches and Harbors (DBH):** Gary Jones, Director; Steve Penn, Chief of Asset Management Division; Susana Graether, Chief Property Manager

**County Counsel:** Rory Allen, Deputy County Counsel; Joseph Abdelkerim, Deputy County Counsel

## **Item 1 - Call to Order and Pledge of Allegiance**

Chair Lumian called the meeting to order at 10:03 a.m. and read the Commission's policy on public comment. The Pledge of Allegiance was led by Captain Elliot Zimmerman.

## **Item 2 - Approval of Minutes**

**Motion to approve December 11, 2019, Meeting Minutes by Vice Chair Salazar, seconded by Mr. Rifkin, unanimously approved.**

**Ayes: 3 – Chair Lumian, Vice Chair Salazar, and Mr. Rifkin**

**Abstained: 1 – Mr. Montgomery**

## **Item 3 – Communication from the Public**

Mollie Perlman, Blue Pacific Yachting, expressed concerns about returning to Pier 44 with only three slips allocated to them and spoke about the continued difficulties due to limited parking spaces.

Elliot Zimmerman, Blue Water Sailing, spoke about the lack of parking and the continued hardships it has caused the sailing school and its patrons.

Ben Hamilton gave a brief presentation about the "Exposed Coast" and suggested that DBH build smaller reefs along the shore that would be in part accessible by swimming from shore, and others only by boat. He further explained that the purpose of the reefs is to replenish habitat.

Chair Lumian suggested Mr. Hamilton present at the Beach Commission.

Elbert Ashbaugh, American Sailing Association, spoke about the importance of boating safety education in the marina.

Mr. Rifkin requested that boating safety be a topic in the upcoming night meeting.

Chair Lumian responded that boating safety will be the main topic at the May regular meeting.

Vice Chair Salazar noted that the parking issue seems to be a reoccurring topic despite Gary Jones' response at the previous meetings. He also reiterated that Michael Tripp is the contact person to speak with regarding the parking concerns.

Chair Lumian stated that boating safety is his priority and expressed concern about the sailing schools return to Pier 44. He urged DBH to work with the lessee or explore alternative locations that may be more appropriate for the schools' accommodations.

Gary Jones replied that there will be discussions with the lessee; however, there is an existing agreement allowing the return of the sailing schools to Pier 44. He further explained that the challenge is the actual amount of space allocated to the schools.

Chair Lumian requested future updates on this matter.

**Item 4 – Communication with the Commissioners**

None

**Item 5a – Marina Sheriff**

Deputy Carlson provided the Marina Sheriff reports.

Chair Lumian invited Deputy Carlson to attend the May 13, 2020, Boating Safety Meeting. [A Boating Safety Meeting was not held due to the Coronavirus pandemic.]

**Item 5b – MdR and Beach Special Events**

Carol Baker gave an update on the winter events, mentioned their planning of the summer programs, and stated that the Farmers Market is doing quite well.

**Item 5c – Marina Boating Section Report**

Michael Blenk reported that Anchorage 47 has 9 vacant slips. Parcel 77 power boat storage is completely full, and Mast-Up storage has 22 spaces available.

**Item 5d – Marina del Rey Maintenance Report**

Jose Bedolla reported that the tree trimming around the marina is completed, Chace parking is getting new trash barrels, and the trash skimmers should be arriving soon. He also stated that the General Improvement Projects on Anchorage 45 and 47 should be completed by the end of March.

**Item 6a-Old Business**

None

**Item 7a – Census 2020 Presentation by U.S. Census Bureau**

Kelsey Sommerville presented the report.

Mr. Montgomery indicated that the Sheriff's Liveaboard report may be of assistance to the Census 2020 when conducting the head count in the marina. He inquired about the homeless count and the number of staff the U.S. Census Bureau will provide to work out of the marina.

Ms. Sommerville replied that the homeless count will take place on April 1, 2020 and that the US Census Bureau can potentially send a large amount of staff, to properly count the people in the area.

Gary Jones announced the Los Angeles County's website, designed to address the 2020 Census.

**Item 7b – Ballona Creek Trash Interceptor Project Presentation by Los Angeles County, Department of Public Works**

Seta Marjanian presented the report.

Mr. Montgomery inquired about the required permits for the project.

Ms. Marjanian replied that the project requires permits from the Army Corps of Engineers, Department of Fish & Wildlife, Regional Boards, and State Lands Commissions.

Chair Lumian inquired about the desired locations for the operation of the project.

Ms. Marjanian replied that they need assistance with a location for crane operations to dispose of the trash, an area for material sorting and collecting, and possibly a place for assembling and launching the interceptor.

Chair Lumian requested periodic updates.

**Item 7c – Election of Marina del Rey Convention and Visitor's Bureau (CVB) Representative**

**Motion to elect Commissioner Montgomery as the Marina del Rey CVB Representative by Chair Lumian, seconded by Vice Chair Salazar, unanimously approved.**

**Ayes: 4 – Chair Lumian, Vice Chair Salazar, Mr. Montgomery and Mr. Rifkin**

**Motion to elect Chair Lumian as the alternate Marina del Rey CVB Representative by Commissioner Rifkin, seconded by Commissioner Montgomery, unanimously approved.**

**Ayes: 4 – Chair Lumian, Vice Chair Salazar, Mr. Montgomery and Mr. Rifkin**

**Item 8 – Staff Reports**

Steve Penn presented the staff report.

Cesar Espinosa gave an update of the Palawan Way Building (Parcel 91) project.

Chair Lumian stated that he preferred obtaining public input before plans are drawn.

Gary Jones replied that his preference is to present a flexible concept which can incorporate feedback. He explained that there is a limited scope for this project and therefore trying to avoid triggering the need for permits which can take years.

Chair Lumian asked about the timeline.

Cesar Espinosa replied that construction may begin in approximately a year. He explained that it takes about 3 months to obtain the Building and Safety permit and another five to six months to complete the design concept.

Mr. Montgomery asked if solar panels were included in the plan.

Mr. Espinosa replied that they did not include solar panels due to the coastal environment, and previous failed attempts; however, they can be reassessed due to new technology.

Gary Jones stated that they will have the architect incorporate solar panels into the plan. He announced that the Chace Park Community room was chosen as a voting center for the primary elections. The room will be open for 10 days prior to the election day and open on the day of election during normal hours.

Elliot Zimmerman suggested that DBH staff develop transportation, alternative space and shuttles that would allow marine commercial activities in the harbor.

Mollie Perlman passed out the ASA book and spoke about the hardships the school experiences due limited parking.

Gary Jones stated that DBH staff will schedule a meeting with these businesses and report back.

Chair Lumian requested that the boat brokers and yacht clubs be invited to the meeting. He also inquired about the promotion of the Special Night Meeting in March. [The Special Night meeting was not held due to the Coronavirus pandemic.]

Steve Penn replied that email blasts will be sent, and ads will be printed in two newspapers. He also explained that staff have been reaching out to UCLA and LMU.

### **Adjournment**

Chair Lumian adjourned the meeting at 11:51 a.m.

**SMALL CRAFT HARBOR COMMISSION MINUTES**  
**SPECIAL VIRTUAL MEETING**  
**July 15, 2020**

**Commissioners:** David Lumian, Chair; Nathan Salazar, Vice Chair; Allyn Rifkin; Richard Montgomery

**Department of Beaches and Harbors (DBH):** Gary Jones, Director; Amy Caves, Deputy Director; Steve Penn, Chief of Asset Management Division; Susana Graether, Chief Property Manager; Phyllis Bordenave-Priestley, Senior Real Property Agent; Carol Baker, Chief of Community and Marketing Services Division; Michael Blenk, Real Property Agent II; Ken Foreman, Chief of Operational Services Division; Seth Curtis, Supervisor Marina Maintenance.

**County:** Joseph Abdelkerim, Deputy County Counsel; Sgt. Brent Carlson.

**Marina del Rey Convention and Visitor Bureau:** Janet Zaldua, Director.

**Item 1 - Call to Order and Pledge of Allegiance**

Chair Lumian called the virtual meeting to order at 10:00 a.m., followed by the Pledge of Allegiance and read the Commission's policy on public comment.

**Item 2 - Approval of Minutes**

None

**Item 3 – Communication from the Public**

None

**Item 4 – Communication with the Commissioners**

None

**Item 5 – Old Business**

None

**Item 6a – DBH's operations during the period of COVID-19 pandemic outbreak**

Gary Jones provided a quick overview of the department's operation throughout the pandemic. Mr. Jones reported that all County departments are still closed to the public under the Board of Supervisors' order. He stated that even though the department's offices remain closed to the public, certain amenities within Marina del Rey, remain open, such as the transient docks, launch ramp, and Burton Chace Park. He announced that parking lot number 10 at Mother's Beach has reopened along with the beaches, but with restrictions on group activities. He stated that in preparation for the reopening stage of County facilities, the department is preparing a plan with safety protocols for opening its offices and public counters. He reported on the department's budget and revenue. He mentioned that there are services that have resumed with restrictions while adhering to the Public Health guidelines.

Mollie Perlman, Blue Pacific Yachting, expressed concern that their contract to operate out of Burton Chace Park has expired and was told to continue operating, but she would like to have something in writing. She currently does not have space at Pier 44 and is uncertain if she would

be able to move and operate out of there. She mentioned customers are being ticketed at Lot 77 and wanted to report on the illegal charters.

Mr. Rifkin thanked Mr. Jones for his report and asked if someone was assisting the department with obtaining grants in dealing with the current crises.

Mr. Jones responded that the department is working through a County centralized processing center in seeking funding and reimbursement from all sources, including State and Federal. He also stated the department is working with other coastal jurisdictions in advocating for funding.

Mr. Rifkin asked what efforts are made to inform visitors and lessees about daily policies and closures.

Mr. Jones responded that there had been an array of messaging to the public through social media, department websites, and email blast notifications of what is being permissible and restricted. He stated that Carol Baker and her staff work jointly with the County emergency structure to provide a coordinated communication. He also stated that Steve Penn and Susana Graether have worked closely with the lessees and Public Health to ensure understanding from both parties.

Mr. Rifkin would like a response to Ms. Perlman regarding the policy of parking tickets.

Mr. Jones responded that additional months will be added to the permit for the time they were not able to operate and adjust Ms. Perlman's agreement to allow her to operate out of the County facilities during the interim. He reported that staff will reach out to Ms. Perlman to clarify what permit is needed to make sure her patrons are not ticketed.

Mr. Montgomery commented that vacancy rates have remained stable.

Vice Chair Salazar stated that he would like a status update on the homeless issue and asked if there are COVID-19 testing sites in the Marina for the residents.

Mr. Jones responded that he is not aware of any testing sites in the Marina and stated that the Project Room Key has been a focus for the County to provide temporary shelter for individuals experiencing homelessness.

Chair Lumian expressed concern that Pier 44 is not providing priority to maritime businesses and offered to meet with the department staff and Pacific Ocean Management to discuss this issue.

Mr. Jones replied he would arrange this meeting to include the lessee, the involved organization, and staff.

#### **Item 7a – Marina Sheriff**

Sergeant Brent Carlson reported that the liveaboard inspections had not been completed due to a staffing shortage.

**Item 7b – MdR and Beach Special Events**

Carol Baker reported that many of the summer activities were canceled along with the 4<sup>th</sup> of July festivities. The Farmers Market was able to stay open safely, the Thursday food trucks are offering Beach Eats To Go, and the Waterbus is running at fifty percent capacity.

**Item 7c – Marina Boating Section Report**

Michael Blenk reported that Anchorage 47 has 12 vacant slips. Parcel 77 power boat storage is full, and Mast-Up storage has 33 spaces available.

**Item 7d – Marina del Rey Maintenance Report**

Seth Curtis reported several ongoing repairs in the marina, which includes the Aubrey Austin Park, entryway and ADA access ramp at headquarters, and the booths at the Santa Monica Yacht Club. Currently, an arborist is examining the trees throughout the marina to determine the overall health and if pruning is needed, along with a biologist performing bird nesting surveys.

**Item 7e – Marina del Rey Convention and Visitors Bureau**

Janet Zaldua reported that tourism has come to a complete halt as a result of the pandemic because leisure travel was not permitted statewide. She did explain that the Marina del Rey hotels did receive bookings from medical personnel, and now with leisure travel allowed, the hotels are seeing a slight pickup. She stated that most of the visitors are locals and that the yacht charters and water sport rentals have been extremely busy with people looking for things to do outdoors.

**Item 8 – Staff Reports**

Steve Penn presented the staff report.

Chair Lumian would like to know who is available for those who would like to make a report on illegal charting.

Steve Penn replied that he is available to take the report and forward it to a team leader to take action. He can be reached at (424) 526-7725 or address to DBH Info at [info@bh.lacounty.gov](mailto:info@bh.lacounty.gov).

Chair Lumian would like to know how many reports have been received since the last meeting.

Steve Penn responded that since we have been in the pandemic period within the last few months, the department has not seen any water related activities until recently. Code Enforcement officers are to give a warning or cite the illegal charter.

Chair Lumian requests that staff provide a monthly report on how many illegal charters are reported and what actions are taken.

Steve Penn responded this would be done.

**Adjournment**



Chair Lumian adjourned the meeting at 11:28 a.m.



Caring for Our Coast

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**Gary Jones**  
Director


**Kerry Silverstrom**  
Chief Deputy

**Amy M. Caves**  
Deputy Director

October 14, 2020

TO: Small Craft Harbor Commission

FROM:

  
for  
Gary Jones, Director

SUBJECT: **ITEM 6a– PROPOSED COMMISSION LETTER TO BOARD OF  
SUPERVISORS (BOS) IN SUPPORT OF NON-HOUSEHOLD  
MEMBERS ONBOARD SAME VESSEL FOR PRIVATE,  
RECREATIONAL ACTIVITIES**

Item 6a on your agenda pertains to the consideration of sending a letter on behalf of the Commission to the BOS to ask the Department of Public Health to allow members of different households to be onboard the same vessel for private, recreational activities. A draft letter is attached hereto.

GJ:AC:SP

yw





# County of Los Angeles Small Craft Harbor Commission

13837 Fiji Way, Marina del Rey, CA 90292  
Web Page: <http://beaches.lacounty.gov>



*David Lumian*  
Chair

*Nathan Salazar*  
Vice-Chair

*Allyn Rikin*  
*Richard Montgomery*

October 14, 2020

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of  
Administration  
500 West Temple Street  
Los Angeles, CA 90012

Re: Safe Reopening Protocol – Recreational Boating

Dear Supervisors:

At its October 14, 2020 virtual meeting, the Marina del Rey Small Craft Harbor Commission (SCHC) voted to send this correspondence to make you aware of our Commission's position on the Safe Reopening Protocols for Recreational Boating.

We understand that at present the Department of Public Health's Small Vessel Charter protocol specifies that persons on a boat must be from the same household. Furthermore, competitions are generally still prohibited because they can generate gatherings. However, it has come to our attention that recreational boating in San Diego County is open to household and non-household persons. We are requesting your Board's support in implementing similar restrictions in Marina del Rey.

I therefore, on behalf of the Small Craft Harbor Commission, respectfully request that your Board implement a similar change in policy for Los Angeles County.

Respectfully,

Dave Lumian  
Chair, Small Craft Harbor Commission

c: Small Craft Harbor Commissioners  
Gary Jones

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Caring for Our Coast

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**Gary Jones**  
Director

**Kerry Silverstrom**  
Chief Deputy

**Amy M. Caves**  
Deputy Director

October 14, 2020

TO: Small Craft Harbor Commission

FROM:  for  
Gary Jones, Director

**SUBJECT: ITEM 7 – ONGOING ACTIVITIES REPORT**

**BOARD ACTIONS ON ITEMS RELATING TO MARINA DEL REY**

On August 4, 2020 the Board of Supervisors (BOS) approved and authorized the Chair to sign an amendment to a lease agreement between the County and Del Rey Restaurant Corporation to extend the lease term to August 28, 2027 for Marina del Rey Parcel 61; and find that the proposed lease amendment is exempt from the California Environmental Quality Act.

On August 4, 2020 the BOS also approved and authorized the Chair to sign an amendment to the Marina del Rey Second Amended and Restated lease for the Marina City Club located on Parcel 125I in Marina del Rey, pertaining to the readjustment of the insurance requirements for a five-year period ending December 16, 2023, and memorializing the County's determination of Fair Rental Value for Category B Unit Prepaid Subleases and Short-Term Subleases at 14.5%, effective as of January 1, 2016; and find that the proposed lease amendment is exempt from the California Environmental Quality Act.

On September 29, 2020 the BOS authorized the Director of Beaches and Harbors to continue the current economic protections in effect for the County's lessees in Marina del Rey (Marina Lessees) including, without limitation, the ability to continue to defer rent pursuant to the Countywide eviction moratorium as it may be extended by the Board; implement additional economic relief measures, to be effective for as long as appropriate but in no event later than December 31, 2020, to assist the Marina Lessees who operate hotels or restaurants pursuant to direct ground leases with the County (Hospitality Lessees) in mitigating the impacts of the COVID-19 pandemic and the related business shutdowns, where such measures may include, without limitation, waivers of minimum rent (and payment of percentage rent only) for the period beginning April 1, 2020 and ending, at latest, December 31, 2020; waive all payments of County rent owed by operators of County beach concessions for the period from April 1, 2020 through June 30, 2020 and thereafter, but no later than December 2020, upon submission of documentation satisfactory to the Department of Beaches and Harbors (DBH) of COVID-related economic impacts; and continue to monitor the economic situations of its lessees and concessionaires and report back to the Board no later than December 31, 2020 with recommendations for additional economic relief measures, if appropriate.





**REGIONAL PLANNING COMMISSION'S CALENDAR**

No items relating to Marina del Rey were on the July, August, or September 2020 Regional Planning Commission agenda.

**CALIFORNIA COASTAL COMMISSION CALENDAR**

No items relating to Marina del Rey were on the July, August, or September 2020 California Coastal Commission agenda.

**REDEVELOPMENT PROJECT STATUS REPORT**

The updated "Marina del Rey Redevelopment Projects Report" is attached.

**DESIGN CONTROL BOARD MINUTES**

The December 2018, September 2019, and July 1, 2020 meeting minutes are attached.

**MARINA DEL REY SLIP REPORT**

In May 2020, the overall vacancy rate across all anchorages in Marina del Rey stood at 12.7%. Adjusted to remove out-of-service slips and 50% of available double slips, the vacancy rate within Marina del Rey stood at 12.4%. The vacancy data by anchorage and slip length are provided in the document attached.

In June 2020, the overall vacancy rate across all anchorages in Marina del Rey stood at 12.3%. Adjusted to remove out-of-service slips and 50% of available double slips, the vacancy rate within Marina del Rey stood at 10.9%. The vacancy data by anchorage and slip length are provided in the document attached.

In July 2020, the overall vacancy rate across all anchorages in Marina del Rey stood at 13.9%. Adjusted to remove out-of-service slips and 50% of available double slips, the vacancy rate within Marina del Rey stood at 12.5%. The vacancy data by anchorage and slip length are provided in the document attached.

In August 2020, the overall vacancy rate across all anchorages in Marina del Rey stood at 13.6%. Adjusted to remove out-of-service slips and 50% of available double slips, the vacancy rate within Marina del Rey stood at 12.2%. The vacancy data by anchorage and slip length are provided in the document attached.

**CALIFORNIA COASTAL COMMISSION SLIP REPORT**

Pursuant to certain conditions of the Coastal Development Permit (5-11-131) issued by the California Coastal Commission, the County is required to maintain certain minimum thresholds of slip sizes as a percentage of the entire Marina. A report of the percentage of each size category as a percentage of all available slips in the Marina is attached.

**FISHERMAN'S VILLAGE PROGRESS REPORT**

No further updates for this item.



### **ILLEGAL BOAT CHARTER ENFORCEMENT**

DBH Code Enforcement Unit continues to monitor and deter illegal charter boat activities at the public launch ramp and Chace Park docks. The US Coast Guard also has an enforcement program in Marina del Rey, and encourages reporting illegal boat charters to its office at (310) 521-3770 or [SECLALB@uscg.mil](mailto:SECLALB@uscg.mil). In addition to general complaints regarding illegal charter boats, DBH received and followed up with two specific leads on illegal charter boats in this reporting period. One was confirmed as being operating without proper permits and referred to the Harbor Master office and DBH code enforcement. The other was confirmed as a permitted operator at Dock 55. For reporting illegal charter boats, please send information to "DBH Info" at [info@bh.lacounty.gov](mailto:info@bh.lacounty.gov).

### **DBH PRESIDENTIAL ELECTION DISASTER SERVICE WORKER PROGRAM**

As with the March 2020 elections, both the Chace Park Community Building and the Dockweiler Youth Center (DYC) will serve as Vote Centers in the upcoming General Election. The DYC will serve as an 11-day Vote Center from Saturday, October 24, through Tuesday, November 3. The Chace Park Community Building will serve as a five-day Vote Center from Friday, October 30, through Tuesday, November 3. Strict COVID-19 protocols, as addressed in the "Safe Presidential Election Plan" and "COVID-19 Responsibilities" attachments, will be followed. Vote Centers will be open every day from 10:00 a.m. to 7:00 p.m. during the early voting period. On Election Day, Vote Centers will be open from 7:00 a.m. to 8:00 p.m.

New for this election, both of our Vote Centers will be staffed by our own Department employees. All County Departments were mandated by the Board of Supervisors to assign employees to serve five days as Disaster Service Worker (DSW) Election Workers for this General Election. Our Department was obligated to provide five Leads, five Assistant Leads, and 28 Clerks. As only two Leads and two Assistant Leads will be needed for our two Vote Centers, the other three Leads and three Assistant Leads will be assigned to other Vote Centers. All of our Clerks, however, are needed to appropriately staff our own Vote Centers with the required 11 Clerks per day. Given one of our Vote Centers is open for 11 days, we needed to increase the number of Clerks beyond our mandated requirement to a total of 36. We've also assigned one additional Clerk to serve as a back-up, should the need arise. All DSW Election Workers are undergoing training at this time, first, a three-hour online training course and, then, an in-person training course. The in-person training course for Leads and Assistant Leads is 1½ days, with the in-person training course for Clerks being 2 hours.

GJ:AC:SP:yw

Attachments (9)

**Marina del Rey Redevelopment Projects Report  
As of October 1, 2020**

<b>Parcel No. Project Name</b>	<b>Representative</b>	<b>Redevelopment Proposed</b>	<b>Massing and Parking</b>	<b>Status</b>
<b>9</b> -- Proposed Hotel on northern portion of Parcel 9U, wetland park on southern portion.	Sam Hardage	<p>* Proposed dual building hotel, 6-story, 72'-high Marriott Residence Inn, and, 5-story, 61'-high Courtyard Marriott.</p> <p>*New promenade improvements, restaurants and amenities.</p> <p>* Wetland public park project (1.46 acres).</p>	<p><b>Massing</b> -- One six-story, 72' high hotel and one five-story 61' high hotel.</p> <p><b>Parking</b> -- 231 parking spaces serving the hotel and wetland park.</p>	<p><b>Proprietary</b> -- Option was approved by BOS on 10/6/15. Lease was executed on July 31, 2017</p> <p><b>Regulatory</b> -- January 6, 2016, the BOS' approval of the hotel project was appealed to the CCC. On May 13, 2016, the CCC granted a time extension, until December 12, 2016, for the wetland park CDP. On July 11, 2016, work began on the wetland park. On April 26, 2017, the DCB approved the final design of the hotel project. Construction of the hotel began on August 11, 2017, and anticipated completion date is January 2021.</p>
<b>10/14 (FF)</b> -- Neptune Marina/ Legacy Partners	Tim O'Brien	<p>* Demolish existing facilities and build 526 apartments.</p> <p>* 161-slip marina + 7 end-ties.</p> <p>* 28 foot-wide waterfront promenade.</p>	<p><b>Massing</b> -- Four 55' tall clustered 4-story residential buildings over Parking with view corridor.</p> <p><b>Parking</b> -- 1,012 project required parking spaces to be provided (103 public Parking spaces to be replaced off site)</p> <p>* Replacement of public parking both on and off site.</p>	<p><b>Proprietary</b> -- December 1, 2015, the BOS agreed to extend the term of the option for up to one year. Lessee submitted Lease Assignments and Assignments of Options to extend existing lease for Parcel 10 and the lease for Parcel 14. The SCHC endorsed the assignments on September 21, 2016 and the BOS approved on October 4, 2016. Parcel 10 and 14 Lease as executed on 12/9/16.</p> <p><b>Regulatory</b> -- On January 21, 2015, the final project design was approved by the Design Control Board. On December 12, 2016, work began on the project. Project completion is expected in early 2021.</p>
<b>43</b> -- Marina del Rey Hotel Anchorage	Jeff Pence	<p>* Demolition of a 349-slip marina and construction of a 277-slip marina.</p>	<p><b>Massing</b> --</p> <p><b>Parking</b>--163 spaces for boaters</p>	<p><b>Proprietary</b> -- Construction was completed and the final sign offs were done in early June 2020. Lessee is waiting for the Certificate of Occupancy.</p> <p><b>Regulatory</b> -- Dock replacement will be phased during a 5-year period beginning in 2015. Reconstruction of the docks commenced in November 2016.</p> <p><b>Regulatory Matter:</b> Parking Permit for reduced Parking.</p>

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As of October 1, 2020**

<b>Parcel No. Project Name</b>	<b>Representative</b>	<b>Redevelopment Proposed</b>	<b>Massing and Parking</b>	<b>Status</b>
<b>44</b> - Pier 44/Pacific Marina Venture	Michael Pashaie/ David Taban	<ul style="list-style-type: none"> <li>* Build 5 new visitor serving commercial and dry storage buildings</li> <li>* 82,652 s.f. visitor serving commercial space</li> <li>* 141 slips + 5 end ties and 57 dry storage spaces</li> </ul>	<p><b>Massing</b> -- Four new visitor-serving commercial buildings, maximum 36' tall and one dry stack storage building, 65' tall. 771.5 lineal feet view corridor proposed.</p> <p><b>Parking</b> -- 381 at grade Parking spaces will be provided with shared Parking agreement (402 Parking spaces are required).</p>	<p><b>Proprietary</b> -- The lessee initialed a revised Term Sheet on July 9, 2015. On January 13, 2016, SCHC endorsed DBH's recommendation to grant lessee an option to extend the lease term for 39 years. The Grant of Option was approved by the BOS in October 2016. Amended and restated lease was executed on August 24, 2017. Construction began on September 11, 2017. Trader Joe's opened on 4/18/19. Project completion is expected in late 2020.</p> <p><b>Regulatory</b> -- February 9, 2016, the BOS approved the project, which was appealed to the CCC. CCC denied the appeal on June 9, 2016.</p> <p><b>Regulatory Matter:</b> Shared Parking Agreement.</p>
<b>113</b> -- Mariner's Village	Michael Sondermann	<ul style="list-style-type: none"> <li>* Complete leasehold refurbishment of 981 apartments</li> <li>* Retail space increase from 2,070 s.f. to 9,000 s.f.</li> <li>* New 92-slip anchorage will be constructed</li> <li>* New 28 foot-wide pedestrian promenade and public amenities</li> </ul>	<p><b>Massing</b> -- Existing buildings to remain.</p> <p><b>Parking</b> -- Existing parking to remain.</p>	<p><b>Proprietary</b> -- Item opened on 9/23/2013. On October 30, 2018, the Los Angeles County Board of Supervisors approved an option for an amended at restated lease. The revised project will include 20% affordable and senior units.</p> <p><b>Regulatory</b> --</p>
<b>15</b> -- AMLI Residential	Jason Armison	<ul style="list-style-type: none"> <li>* Demolish existing facilities and build 585 apartments</li> <li>* New 8,000 s.f. commercial space</li> <li>* New 241 boat slip marina</li> <li>* New 1,271-Parking space garage</li> </ul>	<p><b>Massing</b> -- Six buildings up to 5 stories and 70' high</p> <p><b>Parking</b> -- All Parking to be provided on site within new 1,271-space Parking garage</p>	<p><b>Proprietary</b> -- The lease was executed on 1/30/14. Construction commenced on August 4, 2014.</p> <p><b>Regulatory</b> -- June 30, 2014, demolition of the site commenced. August 2014 --Construction of project is underway. Project completion is expected in late 2020.</p>



**DESIGN CONTROL BOARD MINUTES**  
**December 19, 2018**

**Members Present:** Helena Jubany FAIA, Chair (First District); Steven Cho, Member (Fourth District); Tony Wong, P.E, Member (Fifth District)

**Members Absent:** Jerome Stanley, Vice Chair (Second District)

**Department Staff Present:** Maral Tashjian, Planning Specialist; Troy Evangelho, Planner; Kandyce Newton, Secretary

**County Staff Present:** Tiffani Shin, Deputy County Counsel

**Guests Testifying:** Andrew Kuo, Greystar; Ron Jobson, Forsight Creations; Derek Heeb, Retail Design Collaborative; Joseph Tran, Retail Design Collaborative; Victoria Cuenca, Retail Design Collaborative

**1. Call to Order and Pledge of Allegiance**

Chair Jubany called the meeting to order at 12:46 p.m. and led the Pledge of Allegiance.

**2. Approval of the September 19, 2018 Minutes**

**Moved by Mr. Wong, seconded by Mr. Cho, the September 19, 2018 minutes were approved.**

**Ayes: 3 – Chair Jubany, Mr. Cho and Mr. Wong**

**3. Public Comment**

None

**4. Consent Agenda**

None

**5. Old Business**

A. Parcels 10 & 14 – Neptune Marina Apartments – DCB #04-014-F - Consideration of new signage

Troy Evangelho presented the staff report.

The project owner's representative, Andrew Kuo of Greystar, introduced himself and briefly provided an overview of the project's history. Mr. Kuo also commented that the new signage package reflected a more updated nautical theme that would complement the Marina.

Ron Jobson of Forsight Creations introduced himself as the signage vendor, expressed his excitement in contributing to the Marina community, and stated that the signage would be of great value to the residents of the community.

**Public Comment**

None

**Board Comment**

None

**Moved by Mr. Cho, seconded by Mr. Wong, the item was approved as submitted.**

**Ayes: 3 – Chair Jubany, Vice Chair, Mr. Wong and Mr. Cho**

**Nays: 0**

**6. New Business**

A. Parcel 97 – Gold Coast Shopping Center LLC / Marina Beach Shopping Center – DCB #18-017 – Consideration of renovation and sign program

Troy Evangelho presented the staff report.

The applicant representative, Derek Heeb of Retail Design Collaborative, introduced himself and his associates, Joseph Tran and Victoria Cuenca, and expressed his pride in developing the project. He also added that the overall intent was to provide an enhanced visitor experience that was fun, light, engaging, and appropriate for the Marina del Rey community.

**Public Comment**

None

**Board Comment**

Mr. Wong asked if lighting fixture samples would be provided by the applicant for the Board's review.

Mr. Evangelho responded that the lighting fixture types were indicated on the renderings. Physical lighting fixture samples were not included in the applicant's material board.

Mr. Cho asked if the perforated screens were standard screens or if there was a customized cutout.

Mr. Tran responded that the screen is a water jet cut aluminum panel that is 1/8" thick and powder-coded white. Mr. Tran also stated that the screen is a standard product and while it would differ in scale, the screens design would be as shown on the mockup provided.

Chair Jubany asked how the comments regarding items mentioned in the ex-parte meeting were addressed in the current presentation.

Mr. Tran answered that the first comment which stated that the façades were visually busy, especially in the courtyards, was addressed in the current presentation by theming the courtyards and simplifying the design with the addition of white space and one focal element.

Chair Jubany asked if the current graphic designs were a placeholder and would be determined when the project returned for final design approval.

Mr. Tran affirmed that the current designs were placeholders and would be finalized upon the proposal's return for final approval.

Mr. Cho inquired about the contents of the living wall.

Mr. Tran commented that the living wall would be composed of artificial plants as opposed to actual moss due to maintenance issues.

Chair Jubany expressed her concern regarding the use of plastic artificial plants.

Ms. Cuenca suggested the use of a living moss that could be dried and painted but would still maintain a realistic appearance. Mr. Tran also added that in addition to the artificial living wall, there would also be areas with growing vines.

Mr. Cho asked if the growing vines would be mounted on top of the stucco or inset into the stucco and budded up to it.

Mr. Heeb replied that the growing vines would go over the top.

Chair Jubany asked how the comments stating that each courtyard should have a cohesive design were addressed.

Ms. Cuenca commented that in each courtyard they tried to pair a green wall and a graphic wall with more white space and a centered art piece to tone down the design. Mr. Tran added that the intent was to isolate the elements.

Mr. Wong asked to see the renderings that identified the lighting and fixtures included in the presentation.

Mr. Evangelho stated that the project included strip lighting and down lighting on the underside of the covered roof.

Mr. Tran added that they would be replacing the existing recessed lights and updating the fixtures.

Mr. Wong asked if the replacement would increase, decrease, or sustain the same amount of lighting.

Mr. Heeb answered that the lighting would be comparably the same.

Mr. Cho asked for clarification on the up-light detail.

Mr. Tran replied that the linear fixture was a low-voltage, dimmable, two-part fixture with an upper portion that could be angled and adjusted in field to aim at the façade to prevent light from washing past the top, controlling the fall of the light.

**Moved by Mr. Wong, seconded by Mr. Cho, this item was approved as submitted.**

**Ayes: 3 – Chair Jubany, Mr. Cho and Mr. Wong**  
**Nays: 0**

B. Marina del Rey Design Control Board 2018 Annual Report

Troy Evangelho summarized this year's annual report which detailed the Board's duties and responsibilities, the number of meetings held this calendar year, and the Board's goals for the upcoming year.

**Moved by Mr. Wong, seconded by Mr. Cho, this item was approved as submitted.**

**Ayes: 3 – Chair Jubany, Mr. Cho and Mr. Wong**  
**Nays: 0**

**7. Staff Reports**

All reports were received and filed.

**Public Comment**

None

**8. Adjournment**

**Vice Chair Jubany adjourned the meeting at 1:24 p.m.**

Respectfully Submitted,

Kandyce Newton  
Secretary for the Design Control Board

**DESIGN CONTROL BOARD MINUTES**  
**\*SPECIAL MEETING\***  
**September 25, 2019**

**Members Present:** Jerome Stanley, Vice Chair (Second District); Steven Cho, Member (Fourth District); Tony Wong, P.E, Member (Fifth District)

**Members Absent:** None

**Department Staff Present:** Amy Caves, Deputy Director; Michael Tripp, Division Chief; Porsche White; Planner; Mindy Sherwood, Interim Secretary

**County Staff Present:** None

**Guests Testifying:** Aaron Clark, Armbruster Goldsmith & Delvac LLP

**1. Call to Order and Pledge of Allegiance**

Vice Chair Stanley called the meeting to order at 1:38 p.m. and Mr. Wong led the Pledge of Allegiance.

**2. Public Comment**

Diane Fletcher-Hoppe stated that she lives nearby and is expressing concern with the DOW R.G.C. 10 well blowout that occurred on January 11, 2019. She provided a list of questions and requested a written response.

Mr. Wong stated that a written response is feasible but wanted to clarify the ownership of the well.

Amy Caves responded that the County owns the property that the well is on, which is currently leased to the Marriott developer and although the well is the responsibility of Marriott, the County does have some responsibility as the owner of the property.

Mr. Wong asked if state regulations would be followed if the well would be capped.

Ms. Caves responded that the Department would work with the state regulatory authority, the Division of Oil, Gas, and Geothermal Resources (DOGGR).

**3. Consent Agenda**

None

**4. Old Business**

A. Parcels 9 – Marriott Courtyard and Residence Inn – DCB #04-015-F - Consideration of new promenade improvements

Porsche White presented the staff report.

Aaron Clark, the applicant's representative, introduced himself and provided background information for the project.

**Public Comment**

None

**Board Comment**

Mr. Cho asked if the promenade paving design would be a continuation of the promenade design located at Neptune Marina Apartments.

Ms. White responded yes.

Vice Chair Stanley asked about the significance of Neptune Marina.

Ms. White expressed that since the promenade is shared and continuous, the design would be the same as the promenade design at neighboring property, Neptune Marina Apartments.

**Moved by Mr. Wong, seconded by Mr. Cho, the item was approved as submitted.**

**Ayes: 3 – Vice Chair Stanley, Mr. Cho and Mr. Wong**

**Nays: 0**

**5. New Business**

A. Parcel 54 – Yachts 4 Fun – DCB #19-001 – Consideration of new signage

Porsche White presented the staff report.

**Public Comment**

None

**Board Comment**

None

**Moved by Mr. Cho, seconded by Mr. Wong, the item was approved as submitted.**

**Ayes: 3 – Vice Chair Stanley, Mr. Cho and Mr. Wong**

**Nays: 0**

**6. Adjournment**

**Vice Chair Stanley adjourned the meeting at 1:55 p.m.**

Respectfully Submitted,

Mindy Sherwood  
Interim Secretary for the Design Control Board

**DESIGN CONTROL BOARD MINUTES**  
**\*SPECIAL MEETING\***  
**July 1, 2020**

**Members Present:** Meg Rushing Coffee, Member (First District); Steven Cho, Member (Fourth District); Tony Wong, P.E., Member (Fifth District)

**Members Absent:** None

**Department Staff Present:** Gary Jones, Director; Amy Caves, Deputy Director; Michael Tripp, Planning Division Chief; Maral Tashjian, Planning Specialist; Porsche White, Planner; Warren Ontiveros, Departmental Facilities Planner II; Tor-Ree Jones-Freeman, Secretary

**County Staff Present:** Joseph Abdelkerim, County Counsel; Clark Taylor, Regional Planner; Rob Glaser, Supervising Regional Planner

**Guests Testifying:** Aaron Clark, Armbruster Goldsmith & Delvac LLP; Daniel Taban, Pacific Ocean Management; Sandy Chung, TCA Architects; Kathy Wishard, LRM; Melissa Nelson, Harborside Marina Bay Apartments; Anthony Hernandez, Robert Kirsten, and Paul Asher.

**1. Call to Order and Pledge of Allegiance**

Mr. Tripp called the meeting to order at 1:00 p.m. and led the Pledge of Allegiance.

**2. Public Comment**

None

**3. Consent Agenda**

None

**4. Old Business**

None

**5. New Business**

A. Parcel EE – Burton W. Chace Park – DCB # 20-001 – Consideration of conceptual design for site improvements of Burton W. Chace Park

Porsche White presented the staff report.

**Public Comment**

None

**Board Comment**

Ms. Coffee asked if the decorative paving throughout the project would be permeable.

Mr. Ontiveros responded that there were regulations about permeability due to the level of ground water in the Marina. He expressed that he would follow up with the project architects and engineers to confirm.

Mr. Wong also inquired about permeability of the pavers. He also indicated that there has to be a sub-terrain system for the outlet of any water in addition to a 10 foot minimum separation from the water table.

Mr. Cho asked about the pavers and water flow and requested more details regarding the bioswale presented in the plans.

Mr. Ontiveros responded indicating that there would be more details of the bioswale on the plans as they move forward. Bioswales appear in two locations near the community building. Mr. Ontiveros foresees that the overall configuration of the park would not change, except for the area near the amphitheater seating.

Ms. Coffee asked about the benches proposed for the entry plaza and if DBH had any concern of homeless people sleeping on the benches.

Mr. Ontiveros responded that the concern had been raised and that he would work with the designers to break up the seat walls into shorter segments, or install separating rails to discourage people from lying down. The County has utilized different strategies to deter homeless encampments in public areas.

Ms. Coffee asked about the programming for the amphitheater, specifically who would host the events and if the concerts were free.

Mr. Tripp responded that the Department's Community Marketing and Services Division manages the events and that the concerts are free but transportation is not provided. He also noted that the summer concert series and other programming would resume once COVID-19 restrictions were lifted.

**Moved by Mr. Cho, seconded by Mr. Wong, the item was approved as submitted.**

**Ayes: 3 – Mr. Cho, Mr. Wong, Ms. Coffee**

**Nays: 0**

B. Parcel 95 & LLS – Marina West Shopping Center – DCB # 20-002 – Consideration of conceptual design for site redevelopment

Porsche White presented the staff report.



**Public Comment**

None

**Board Comment**

Mr. Wong asked if there was a site plan of the existing conditions.

Ms. White indicated that an existing conditions site plan was included in the applicant's submittal.

Mr. Wong inquired about the square footage of the existing buildings at the site.

Ms. White deferred to the applicant for those details.

Mr. Cho indicated that the A-1.1 site plan, included the footprint of the existing buildings and the surrounding areas.

Ms. Coffee asked about the removal and replacement of the existing street trees with the same type of trees (Washingtonia Robusta). She also stated that the proposed trees are not an approved tree type in the City of Los Angeles.

Mr. Tripp deferred the question to the applicant and indicated that it was possible that the removal and replacement of the trees was due to the proposed underground parking.

Aaron Clark, the applicant's representative, introduced himself and the project team, and expressed the applicant's intent to incorporate housing into the commercial site and to take advantage of the mixed-use overlay. Daniel Taban, another applicant representative, expressed his thanks to DBH for working with the team on the pending project. Sandy Chung of TCA Architects introduced herself and delivered a presentation to explain the project design and intent. Kathy Wishard of LRM elaborated on the design concepts and key objectives for the project.

Mr. Tripp asked Mr. Clark to address the Board's questions regarding the existing and proposed height and square footage of buildings at the site, and why some of the trees were being removed and replaced with similar trees.

Mr. Clark responded about the building size indicating that they were tiering down the size of proposed buildings from the zoned height limit of 140ft, from west to east.

Ms. Wishard addressed the board's question regarding the trees and indicated that all trees currently on the property would be replaced with the same type of trees, but needed to be removed temporarily for construction of the project.

Mr. Cho asked staff for more detail regarding potential conditions that could be placed on project with regards to adding more public amenities to the Via Marina Gateway Park per the design that was previously approved by the DCB.

Ms. Wishard responded indicating that since the street parking was in the City of Los Angeles' jurisdiction, an 18-foot wide step-off strip was required in order to have a planted parkway. Since there were limitations on the width of parkway, a planted parkway was not feasible.

Mr. Wong asked about the deviations from the design guidelines and why the applicant deviated from the guidelines.

Mr. Taban responded that they attempted to meet design guideline 24 elsewhere on the project, but due to City's requirements they were unable to provide a planted parkway. Furthermore, design guideline 119 regarding drinking fountains, were not provided due to water conservation. The applicants respectfully asked that they be exempt from the requirement to provide drinking fountains.

Mr. Wong asked about wheelchair access in the strip parkway and the intersections on the sidewalk and noted that the parkway installer would have limited space to create wheelchair ramps.

Mr. Clark responded that this was only a concept design and requested that additional issues be resolved in a separate ex-parte meeting with a Board member in order for the project to move forward with its Regional Planning application submission.

Mr. Taylor from Regional Planning indicated that they would not accept the plans without concept approval from the Board.

Ms. Coffee noted the proposed park design did significantly deviate from the previous design. Specifically, it appeared that the design was a continuation of the private development and did not have a strong public presence. Ms. Coffee requested more public facing elements which were included in the previously approved design. She also noted that the bike share station was important to include and that the proposed kiosk should be more visible.

**Moved by Mr. Wong, seconded by Ms. Cho, the item was approved with conditions, which include that the applicant meet with Board Member Coffee to revise the Via Marina Gateway Park concept design.**

**Ayes: 3 – Mr. Wong, Mr. Cho, Ms. Coffee**  
**Nays: 0**

C. Parcel 8 – Harborside Marina Bay Apartments – DCB # 20-003 – Consideration of new sign program

Porsche White presented the staff report.

**Public Comment**

None

**Board Comments**

Mr. Cho asked about the project's uplighting with respect to dark sky initiatives or requirements, and whether such compliance would be addressed in the County's plan check.

Ms. White indicated that uplighting conditions were not included.

Mr. Wong asked about the purpose of the future resident parking only signs.

Mr. Tripp answered saying it's parking set aside for people who are interested in looking at an apartment, moving in, or meeting with main office staff.

Ms. Tashjian indicated that this review would be for final approval and that the project would not return for final design.

Mr. Wong asked about the pole-mounted signs and thought the Department did not allow them.

Mr. Tripp responded that pole-mounted signs were allowed even though the Board was not always happy with them.

Ms. Tashjian clarified that the Board direction in the past was to avoid large pole-mounted signs used for property identification. However, if small wayfinding or informational signs were proposed, those were typically permitted.

The applicant, Melissa Nelson from Harborside Marina Bay Apartments, introduced herself and indicated that the proposed signage was the same as the existing site signage, just with a change of color scheme.

Mr. Cho asked about the applicant's plan to light their signs.

Ms. Nelson indicated that the current lighting would remain the same and there would be no additional uplighting. The sign would be illuminated from within using LEDs.

**Moved by Mr. Cho, seconded by Mr. Wong, the item was approved as submitted.**

**Ayes: 3 – Mr. Cho, Mr. Wong, and Ms. Coffee.**

**Nays: 0**

D. Parcel 44 – Pacific Marina Venture, LLC / HiHo Cheeseburger, Uovo Pasta, and KuzuNori  
– DCB # 20-004 – Consideration of new signage and exterior improvements

Porsche White presented the staff report.

**Public Comment**

None

**Board Comments**

Ms. Coffee made a disclosure that she was previously employed by the applicant from 2005 to 2010 and has no financial interest in the project or company.

Mr. Wong commented on not being able to see the material board for the project.

Ms. White indicated that applicants had submitted materials and they were stored at the Department's office.

Mr. Abdelkerim indicated that he had no issues with the disclosure made by Ms. Coffee.

Applicants Anthony Hernandez, Robert Kirsten, and Paul Asher introduced themselves.

Ms. Coffee asked about the outdoor dining area for HiHo and whether the guy-wires adjacent to the walkways were a tripping public safety concern.

Mr. Tripp responded that the Department would check with Building and Safety.

**Moved by Mr. Wong, seconded by Mr. Cho, the item was approved as submitted.**

**Ayes: 3 – Mr. Wong, Mr. Cho, and Ms. Coffee**

**Nays: 0**

**6. Adjournment**

**Mr. Tripp adjourned the meeting at 3:02 p.m.**

Respectfully Submitted,

Tor-Ree Jones-Freeman  
Secretary for the Design Board



Caring for Our Coast

♦ ♦ ♦

**Gary Jones**  
Director

**Kerry Silverstrom**  
Chief Deputy

**Amy M. Caves**  
Deputy Director

**DESIGN CONTROL BOARD MINUTES**  
**VIRTUAL MEETING**  
**August 19, 2020**

**Members Present:** Meg Rushing Coffee, Member (First District); Steven Cho, Member (Fourth District); Tony Wong, P.E., Member (Fifth District)

**Members Absent:** None

**Department Staff Present:** Gary Jones, Director; Amy Caves, Deputy Director; Michael Tripp, Planning Division Chief; Maral Tashjian, Planning Specialist; Porsche White, Planner; Tor-Ree Jones-Freeman, Secretary

**County Staff Present:** Joseph Abdelkerim, County Counsel; Clark Taylor, Regional Planner

**Guests Testifying:** Dean Gayson, Aaron Clark, Scot McGil, Hyrum Madsen, and Abigail Hill.

**1. Call to Order and Pledge of Allegiance**

Division Chief Tripp called the meeting to order at 1:30 p.m. and led the Pledge of Allegiance.

**2. Approval of the December 19, 2018, September 25, 2019, and July 1, 2020 Minutes.**

Moved by Ms. Coffee, seconded by Mr. Cho. The December 19, 2018, September 25, 2019, and July 1, 2020 minutes were approved.

**Ayes: 3 - Ms. Coffee, Mr. Cho, and Mr. Wong**

**Nays: 0**

**3. Consent Agenda**

None

**4. Old Business**

A. Parcel 9 – Marriott Courtyard and Residence Inn – DCB #04-015-G – Consideration of public art and new sign program.

Porsche White presented the staff report.

**Board Comment**

None

Applicants: Dean Gayson, Aaron Clark, Scot McGill, and Hyrum Madsen.

Mr. Gayson (architect) noted he is present if the board had any questions and complimented Ms. White on her presentation.

**Board Comment**

None

**Public Comment**

None

**Moved by Mr. Cho, seconded by Mr. Wong, this item was approved as submitted.**

**Ayes: 3 - Mr. Cho, Mr. Wong, and Ms. Coffee**

**Nays: 0**

**5. New Business**

**A. Election of Officers**

Mr. Tripp acknowledged that the Board currently does not have a Chair and Vice Chair and if anyone would like to nominate themselves.

Mr. Wong asked if there were any volunteers.

Mr. Tripp asked if there were any volunteers for Chair.

Mr. Cho volunteered himself for Chair.

Mr. Wong volunteered himself for Vice Chair.

Mr. Tripp asked for a motion to elect Mr. Cho as Chair and Mr. Wong as Vice Chair.

**Moved by Ms. Coffee, seconded by Mr. Wong, this item was carried.**

**Ayes: 3 - Ms. Coffee, Mr. Wong, and Mr. Cho**

**Nays: 0**

**B. 2020 & 2021 Design Control Board Meeting Schedule**

Mr. Tripp asked Ms. White to show proposed meeting dates for 2020 through end of 2021. Unless we don't have quorum.

Mr. Wong asked if these were all the 3<sup>rd</sup> Wednesday of the month.

Mr. Tripp indicated that they are the 3<sup>rd</sup> Wednesday of every month.

Ms. Coffee indicated that the meeting date of September 2020 materials will need to be mailed to another location but will work with staff to do so.

**Moved by Mr. Wong, seconded by Mr. Cho, the motion is carried.**

**Ayes: 3 - Mr. Cho, Mr. Wong, and Ms. Coffee**

**Nays: 0**

C. Consideration of New Signage - Parcel 44 – Pacific Marina Venture, LLC / West Marine – DCB # 20-005

Porsche White presented the staff report.

**Board Comment**

Chair Cho asked about the south elevation of that wooden visade is angled. Will the sign be angled along with the visage or be vertical. Will the sign be mounted vertically or at an angle.

Mr. Tripp indicated that he would allow the applicant to respond but the angling starts right above the glass panels.

Applicant Abigail Hall responded to Chair Cho's question indicating the sign will be flushed with the visade and mounted on the angle.

**Public Speakers**

None

**Moved by Mr. Cho, seconded by Mr. Wong, the item was approved as submitted.**

**Ayes: 3 – Mr. Cho, Mr. Wong, and Ms. Coffee**

**Nays: 0**

**6. Staff Reports**

All reports were received and filed.

**7. Public Comment**

None

**8. Adjournment**

Division Chief Tripp adjourned the meeting at 2:02 p.m.

Respectfully Submitted,

Tor-Ree Jones-Freeman  
Secretary for the Design Board



Marina del Rey Slip Vacancy Report

May-20	17-25			26-30			31-35			36-40			41-45			46-50			51+			TOTAL VACANT	TOTAL AVAILABLE	%VAC	TTL OFF-LINE	TTL including OFF-LINE
Marina	VAC	AVAIL	%VAC	VAC	AVAIL	%VAC	VAC	AVAIL	%VAC	VAC	AVAIL	%VAC	VAC	AVAIL	%VAC	VAC	AVAIL	%VAC	VAC	AVAIL	%VAC					
P1																			1	5	20.0%	1	5	20.0%		
P7		8	0.0%	2	80	2.5%	2	44	4.5%	2	42	4.8%	2	12	16.7%		7	0.0%		21	0.0%	8	214	3.7%		
P8	1	15	6.7%	3	48	6.3%	9	82	11.0%	3	38	7.9%	1	16	6.3%		7	0.0%		1	0.0%	17	207	8.2%		
P10																									159	
P12							4	30	13.3%	4	53	7.5%	4	58	6.9%	4	44	9.1%	4	31	12.9%	20	216	9.3%		
P13				1	3	33.3%	1	33	3.0%	1	70	1.4%	4	36	11.1%	1	36	2.8%	2	8	25.0%	10	186	5.4%		
P15	66	114	57.9%	14	40	35.0%	37	59	62.7%		11	0.0%										117	224	52.2%		
P18	16	198	8.1%		68	0.0%		41	0.0%	1	39	2.6%		26	0.0%	1	18	5.6%		34	0.0%	18	424	4.2%		
P20	2	42	4.8%	1	59	1.7%		21	0.0%		9	0.0%		8	0.0%							3	139	2.2%		
P21	32	121	26.4%	2	51	3.9%				1	10	10.0%										35	182	19.2%		
P28	4	9	44.4%	73	121	60.3%	17	54	31.5%	5	22	22.7%	44	68	64.7%	14	24			1	0.0%	157	299	52.5%		
P30	1	8	12.5%	6	70	8.6%	7	51	13.7%		33	0.0%		26	0.0%	1	52	1.9%		55	0.0%	15	295	5.1%		
P41	8	90	8.9%		24	0.0%	2	34	5.9%													10	148	6.8%		
P43	7	29	24.1%	5	61	8.2%	3	83	3.6%	1	25	4.0%	6	32	18.8%	6	25	24.0%		35	0.0%	28	290	9.7%	56	
P44																									232	
A47	3	96	3.1%		77	0.0%		28	0.0%	4	28	14.3%		9	0.0%		1	0.0%		3		7	242	2.9%		
P53	2	23	8.7%	1	28	3.6%	8	35	22.9%	1	20	5.0%										12	106	11.3%		
P54					2	0.0%				1	25	4.0%		6	0.0%		7	0.0%		14	0.0%	1	54	1.9%		
P111	1	20	5.0%		27	0.0%		2	0.0%		15	0.0%					8	0.0%	1	39	2.6%	2	111	1.8%		
P112	3	100	3.0%					11	0.0%		24	0.0%							1	40	2.5%	4	175	2.3%		
P125I	2	24	8.3%	6	49	12.2%	3	93	3.2%	4	50	8.0%	1	27	3.7%		17	0.0%	7	18	38.9%	23	278	8.3%		
P132	1	29	3.4%		3	0.0%	12	68	17.6%	6	58	10.3%	7	45	15.6%	1	39	2.6%		20	0.0%	27	262	10.3%		
Total	149	926	16.1%	114	811	14.1%	105	769	13.7%	34	572	5.9%	69	369	18.7%	28	285	9.8%	16	325	4.9%	515	4057	12.7%	447	4504

**Summation**

Vacancy in 17'-25'	16.1%
Vacancy in 26'-30'	14.1%
Vacancy in 31'-35'	13.7%
Vacancy in 36'-40'	5.9%
Vacancy in 41'-45'	18.7%
Vacancy in 46' to 50'	9.8%
Vacancy in 51' and over	4.9%

**Overall Vacancy** 12.7%

**Vacancy w/o DOUBLES, OUT OF SERVICE slips** 11.3%

**Note:**

Parcel 10 dock reconstruction commencement August 2016. Estimated completion date: August 2020  
 Parcel 43 dock reconstruction commencement September 2016. Estimated completion date of final stage: August 2020  
 Parcel 44 dock reconstruction commencement December 2017. Estimated completion date: November 2020

	Under Construction	Net Available	TOTAL Mdr	% of TOTAL	CDP MIN THRESHOLD
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May-20

25' & Less					
Number of Slips	153	926	4057	23%	16%

26'-30'					
Number of Slips	130	811	4057	20%	19%

30'-35'					
Number of Slips	240	1425	4057	35%	18%

Marina del Rey Slip Vacancy Report

Jun-20	17-25			26-30			31-35			36-40			41-45			46-50			51+			TOTAL VACANT	TOTAL AVAILABLE	%VAC	TTL OFF-LINE	TTL including OFF-LINE
Marina	VAC	AVAIL	%VAC	VAC	AVAIL	%VAC	VAC	AVAIL	%VAC	VAC	AVAIL	%VAC	VAC	AVAIL	%VAC	VAC	AVAIL	%VAC	VAC	AVAIL	%VAC					
P1																			1	5	20.0%	1	5	20.0%		
P7		8	0.0%	2	80	2.5%	2	44	4.5%	2	42	4.8%	2	12	16.7%		7	0.0%		21	0.0%	8	214	3.7%		
P8	1	15	6.7%	3	48	6.3%	9	82	11.0%	3	38	7.9%	1	16	6.3%		7	0.0%		1	0.0%	17	207	8.2%		
P10																									159	
P12							4	30	13.3%	4	53	7.5%	4	58	6.9%	4	44	9.1%	4	31	12.9%	20	216	9.3%		
P13				1	3	33.3%	1	33	3.0%	1	70	1.4%	4	36	11.1%	1	36	2.8%	2	8	25.0%	10	186	5.4%		
P15	59	114	51.8%	14	40	35.0%	33	59	55.9%	2	11	18.2%										108	224	48.2%		
P18	16	198	8.1%		68	0.0%		41	0.0%	1	39	2.6%		26	0.0%	1	18	5.6%		34	0.0%	18	424	4.2%		
P20	2	42	4.8%	1	59	1.7%		21	0.0%		9	0.0%		8	0.0%							3	139	2.2%		
P21	32	121	26.4%	2	51	3.9%				1	10	10.0%										35	182	19.2%		
P28	4	9	44.4%	73	121	60.3%	17	54	31.5%	5	22	22.7%	44	68	64.7%	14	24			1	0.0%	157	299	52.5%		
P30	1	8	12.5%	6	70	8.6%	7	51	13.7%		33	0.0%		26	0.0%	1	52	1.9%		55	0.0%	15	295	5.1%		
P41	8	90	8.9%		24	0.0%	2	34	5.9%													10	148	6.8%		
P43	7	29	24.1%	2	52	3.8%	2	75	2.7%	1	26	3.8%	4	40	10.0%	7	33	21.2%		35	0.0%	23	290	7.9%	56	
P44																									232	
A47	3	96	3.1%		77	0.0%		28	0.0%	4	28	14.3%		9	0.0%		1	0.0%		3		7	242	2.9%		
P53	2	23	8.7%	1	28	3.6%	8	35	22.9%	1	20	5.0%										12	106	11.3%		
P54					2	0.0%				1	25	4.0%		6	0.0%		7	0.0%		14	0.0%	1	54	1.9%		
P111	1	20	5.0%		27	0.0%		2	0.0%		15	0.0%					8	0.0%	2	39	5.1%	3	111	2.7%		
P112	2	100	2.0%					11	0.0%		24	0.0%							1	40	2.5%	3	175	1.7%		
P125I	2	24	8.3%	4	49	8.2%	4	93	4.3%	3	50	6.0%	1	27	3.7%		17	0.0%	9	18	50.0%	23	278	8.3%		
P132	1	29	3.4%		3	0.0%	12	68	17.6%	6	58	10.3%	7	45	15.6%	1	39	2.6%		20	0.0%	27	262	10.3%		
Total	141	926	15.2%	109	802	13.6%	101	761	13.3%	35	573	6.1%	67	377	17.8%	29	293	9.9%	19	325	5.8%	501	4057	12.3%	447	4504

**Summation**

Vacancy in 17'-25'	15.2%
Vacancy in 26'-30'	13.6%
Vacancy in 31'-35'	13.3%
Vacancy in 36'-40'	6.1%
Vacancy in 41'-45'	17.8%
Vacancy in 46' to 50'	9.9%
Vacancy in 51' and over	5.8%

**Overall Vacancy** 12.3%

**Vacancy w/o DOUBLES, OUT OF SERVICE slips** 10.9%

**Note:**

Parcel 10 dock reconstruction commencement August 2016. Estimated completion date: August 2020  
 Parcel 43 dock reconstruction commencement September 2016. Estimated completion date of final stage: August 2020  
 Parcel 44 dock reconstruction commencement December 2017. Estimated completion date: November 2020

Jun-20	Under Construction	Net Available	TOTAL Mdr	% of TOTAL	CDP MIN THRESHOLD
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25' & Less					
Number of Slips	153	926	4057	23%	16%

26'-30'					
Number of Slips	130	802	4057	20%	19%

30'-35'					
Number of Slips	240	1408	4057	35%	18%

Marina del Rey Slip Vacancy Report

Jul-20	17-25			26-30			31-35			36-40			41-45			46-50			51+			TOTAL VACANT	TOTAL AVAILABLE	%VAC	TTL OFF-LINE	TTL including OFF-LINE
Marina	VAC	AVAIL	%VAC	VAC	AVAIL	%VAC	VAC	AVAIL	%VAC	VAC	AVAIL	%VAC	VAC	AVAIL	%VAC	VAC	AVAIL	%VAC	VAC	AVAIL	%VAC					
P1																			1	5	20.0%	1	5	20.0%		
P7		8	0.0%	2	80	2.5%	2	44	4.5%	2	42	4.8%	2	12	16.7%		7	0.0%		21	0.0%	8	214	3.7%		
P8	1	15	6.7%	3	48	6.3%	9	82	11.0%	3	38	7.9%	1	16	6.3%		7	0.0%		1	0.0%	17	207	8.2%		
P10	4	8	50%	49	85	58%	27	44	61%	11	22	50%										91	159	57.2%		
P12							3	30	10.0%	3	53	5.7%	5	58	8.6%	8	44	18.2%		31	0.0%	19	216	8.8%		
P13				1	3	33.3%		33	0.0%		70	0.0%	4	36	11.1%	1	36	2.8%	1	8	12.5%	7	186	3.8%		
P15	68	114	59.6%	16	40	40.0%	36	59	61.0%		11	0.0%										120	224	53.6%		
P18	17	198	8.6%	1	68	1.5%		41	0.0%	1	39	2.6%		26	0.0%	2	18	11.1%		34	0.0%	21	424	5.0%		
P20	3	42	7.1%	2	59	3.4%		21	0.0%		9	0.0%		8	0.0%							5	139	3.6%		
P21	32	121	26.4%	2	51	3.9%				1	10	10.0%										35	182	19.2%		
P28	3	9	33.3%	66	121	54.5%	10	54	18.5%	6	22	27.3%	39	68	57.4%	13	24			1	0.0%	137	299	45.8%		
P30	1	8	12.5%	2	70	2.9%	6	51	11.8%		33	0.0%	1	26	3.8%	1	52	1.9%		55	0.0%	11	295	3.7%		
P41	5	90	5.6%		24	0.0%	2	34	5.9%													7	148	4.7%		
P43	2	29	6.9%	6	78	7.7%	8	82	9.8%		25	0.0%	1	32	3.1%	4	25	16.0%	1	35	2.9%	22	306	7.2%		
P44																									232	
A47	7	96	7.3%	3	77	3.9%	1	28	3.6%	5	28	17.9%		9	0.0%		1	0.0%		3		16	242	6.6%		
P53		23	0.0%	1	28	3.6%	7	35	20.0%	2	20	10.0%										10	106	9.4%		
P54					2	0.0%				1	25	4.0%		6	0.0%		7	0.0%		14	0.0%	1	54	1.9%		
P111	1	20	5.0%	1	27	3.7%		2	0.0%		15	0.0%					8	0.0%		39	0.0%	2	111	1.8%		
P112	3	100	3.0%					11	0.0%		24	0.0%								40	0.0%	3	175	1.7%		
P125I	2	24	8.3%	4	49	8.2%	5	93	5.4%	3	50	6.0%		27	0.0%		17	0.0%	7	18	38.9%	21	278	7.6%		
P132		29	0.0%	1	3	33.3%	12	68	17.6%	10	58	17.2%	4	45	8.9%	3	39	7.7%	3	20	15.0%	33	262	12.6%		
Total	149	934	16.0%	160	913	17.5%	128	812	15.8%	48	594	8.1%	57	369	15.4%	32	285	11.2%	13	325	4.0%	587	4232	13.9%	232	4464

**Summation**

Vacancy in 17'-25'	16.0%
Vacancy in 26'-30'	17.5%
Vacancy in 31'-35'	15.8%
Vacancy in 36'-40'	8.1%
Vacancy in 41'-45'	15.4%
Vacancy in 46' to 50'	11.2%
Vacancy in 51' and over	4.0%

**Overall Vacancy** 13.9%

**Vacancy w/o DOUBLES, OUT OF SERVICE slips** 12.5%

**Note:**  
Parcel 44 dock reconstruction commencement December 2017. Estimated completion date: December 2020

Jul-20	Under Construction	Net Available	TOTAL Mdr	% of TOTAL	CDP MIN THRESHOLD
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25' & Less					
Number of Slips	145	934	4232	22%	16%

26'-30'					
Number of Slips	28	913	4232	22%	19%

30'-35'					
Number of Slips	86	1556	4232	37%	18%

Marina del Rey Slip Vacancy Report

Aug-20	17-25			26-30			31-35			36-40			41-45			46-50			51+			TOTAL VACANT	TOTAL AVAILABLE	%VAC	TTL OFF-LINE	TTL including OFF-LINE
Marina	VAC	AVAIL	%VAC	VAC	AVAIL	%VAC	VAC	AVAIL	%VAC	VAC	AVAIL	%VAC	VAC	AVAIL	%VAC	VAC	AVAIL	%VAC	VAC	AVAIL	%VAC					
P1																			1	5	20.0%	1	5	20.0%		
P7		8	0.0%	2	80	2.5%	2	44	4.5%	2	42	4.8%	2	12	16.7%		7	0.0%		21	0.0%	8	214	3.7%		
P8	1	15	6.7%	3	48	6.3%	9	82	11.0%	3	38	7.9%	1	16	6.3%		7	0.0%		1	0.0%	17	207	8.2%		
P10	4	8	50%	49	85	58%	27	44	61%	11	22	50%										91	159	57.2%		
P12							3	30	10.0%	5	53	9.4%	5	58	8.6%	4	44	9.1%	1	31	3.2%	18	216	8.3%		
P13					3	0.0%	1	33	3.0%	2	70	2.9%	4	36	11.1%	1	36	2.8%	1	8	12.5%	9	186	4.8%		
P15	48	113	42.5%	11	40	27.5%	30	59	50.8%	2	11	18.2%										91	223	40.8%		
P18	16	198	8.1%		68	0.0%		41	0.0%	1	39	2.6%		26	0.0%	1	18	5.6%		34	0.0%	18	424	4.2%		
P20	2	42	4.8%	1	59	1.7%		21	0.0%		9	0.0%		8	0.0%							3	139	2.2%		
P21	32	121	26.4%	2	51	3.9%				1	10	10.0%										35	182	19.2%		
P28	4	9	44.4%	73	121	60.3%	17	54	31.5%	5	22	22.7%	44	68	64.7%	14	24			1	0.0%	157	299	52.5%		
P30	1	8	12.5%	2	70	2.9%	5	51	9.8%	1	33	3.0%	1	26	3.8%		52	0.0%		55	0.0%	10	295	3.4%		
P41	5	90	5.6%		24	0.0%	2	34	5.9%													7	148	4.7%		
P43	2	29	6.9%	6	78	7.7%	8	82	9.8%		25	0.0%	1	32	3.1%	4	25	16.0%	1	35	2.9%	22	306	7.2%		
P44																									232	
A47	6	96	6.3%	4	77	5.2%	1	28	3.6%	4	28	14.3%	1	9	11.1%		1	0.0%		3		16	242	6.6%		
P53	2	23	8.7%	1	28	3.6%	8	35	22.9%	1	20	5.0%										12	106	11.3%		
P54					2	0.0%				1	25	4.0%		6	0.0%		7	0.0%		14	0.0%	1	54	1.9%		
P111	1	20	5.0%		27	0.0%		2	0.0%		15	0.0%					8	0.0%		39	0.0%	1	111	0.9%		
P112	2	100	2.0%					11	0.0%		24	0.0%							1	40	2.5%	3	175	1.7%		
P125I	2	24	8.3%	3	49	6.1%	3	93	3.2%	3	50	6.0%		27	0.0%		17	0.0%	5	18	27.8%	16	278	5.8%		
P132	1	29	3.4%		3	0.0%	12	68	17.6%	11	58	19.0%	7	45	15.6%	4	39	10.3%	3	20	15.0%	38	262	14.5%		
Total	129	933	13.8%	157	913	17.2%	128	812	15.8%	53	594	8.9%	66	369	17.9%	28	285	9.8%	13	325	4.0%	574	4231	13.6%	232	4463

**Summation**

Vacancy in 17'-25'	13.8%
Vacancy in 26'-30'	17.2%
Vacancy in 31'-35'	15.8%
Vacancy in 36'-40'	8.9%
Vacancy in 41'-45'	17.9%
Vacancy in 46' to 50'	9.8%
Vacancy in 51' and over	4.0%

Overall Vacancy 13.6%

Vacancy w/o DOUBLES, OUT OF SERVICE slips 12.2%

Note:  
Parcel 44 dock reconstruction commencement December 2017. Estimated completion date: December 2020



Aug-20

25' & Less					
Number of Slips	145	933	4231	22%	16%

26'-30'					
Number of Slips	28	913	4231	22%	19%

30'-35'					
Number of Slips	86	1556	4231	37%	18%



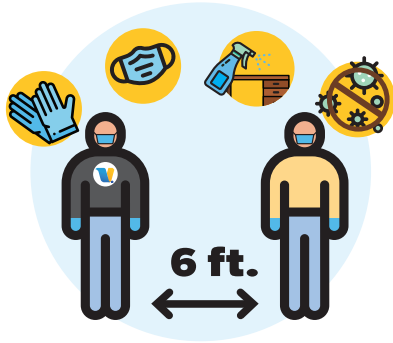


# VOTING SOLUTIONS FOR ALL PEOPLE



## SAFE PRESIDENTIAL ELECTION PLAN

The Los Angeles County “Safe Presidential Election Plan” aligns with California’s “Election Administration Guidance under COVID-19.” Each was developed in consultation with relevant health authorities using the best public health information available, including guidance provided by the U.S. Centers for Disease Control and Prevention (CDC) and California public health officials.



### The Los Angeles Registrar-Recorder/County Clerk (RR/CC) will:

- Develop a voting location-specific protection plan.
- Train workers on measures to limit the spread of COVID-19, including screening themselves for symptoms and staying home when necessary.
- Establish prevention and self-screenings measures for workers.
- Establish and communicate physical distancing guidelines.
- Implement hand-washing, face covering and disinfection protocols.

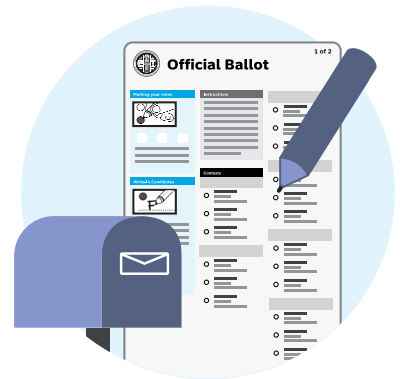
## FOR VOTERS

### All registered voters will be mailed a Vote by Mail ballot.

L.A. County will encourage voters to stay home and vote using their mail-in ballot. However, for some individuals it will still be preferable to vote in person. Wherever in-person voting is offered, we will follow the State and County’s public health and safety guidance to provide a safe voting environment.

### COVID-19 Information for Voting In-Person:

- Voters should wear a face covering while at the vote center or waiting in line.
- Face coverings and gloves will be available for voters if requested.
- Hand sanitizer will be provided upon entry and exit of the Vote Center. Hand sanitizer will also be available at key stations during the voting process.
- Social distancing will be enforced while waiting in line and throughout the check-in and voting process.
- ePollbooks and Ballot Marking devices will be sanitized after every voter.
- Voters will be encouraged to take measures to speed up their election process to limit their time in the Vote Center. This includes verifying voter registration in advance, using the Interactive Sample Ballot (ISB) to pre-mark selections, and bringing their Sample Ballot to speed up the voter check-in.
- Voters will be encouraged to take advantage of early voting and vote at off-peak times if possible.
- Curbside voting will continue to be available for voters who are unable to enter the Vote Center.



***Vote Safely  
at Home,  
Make Your  
Voice Heard!***



## FOR ELECTION WORKERS

**Election Workers will be trained to implement the following guidelines:**

- Follow prevention measures while at home to help limit the spread of COVID-19.
- Do not come to the Vote Center if diagnosed with COVID-19, symptomatic, or in contact with a positive patient in prior 14 days.
- Confirmation of self-screening as part of daily worker sign-in.
- Wash hands frequently or use hand sanitizer where soap and water are unavailable.
- Wear protective equipment including face coverings, face shields, and gloves.
- Establish non-contact norms so workers avoid greeting co-workers and voters with physical contact: "Distancing starts at hello."
- Frequently sanitize work items and commonly used surfaces.
- Sanitize ePollbooks and Ballot Marking Devices before start of day, after each voter, on an hourly schedule, and at closing time.
- Minimize the handling of shared objects.
- Limit nonessential visitors to the Vote Center.
- Take special care to disinfect equipment before use by voters with disabilities because they may interact with the equipment in different ways, and some may have unique health vulnerabilities. Accessibility controls for voting equipment will be cleaned before and after each use.
- Single-use disposable ear covers for device headphones will be provided and replaced after each use.

## VOTE CENTER LAYOUT

- A custom Vote Center layout will be created for each location that ensures 6ft physical distance throughout the Vote Center to the extent possible.
- One-directional foot traffic.
- Separate routes for entry and exit where possible.
- Doors propped open.
- Windows will be opened to increase air circulation where possible.
- Check-in stations and Ballot Marking Devices will be placed to create physical distance.
- Each vote center will have a stop station at the entrance where voters will be provided with hand sanitizer. Masks and gloves will be available for voters if needed. An election worker will be stationed here to remind voters of special precautions.
- If weather permits, the number of voters in the facility will be limited by moving lines outdoors.

## SIGNAGE

- Signage to remind voters, observers and workers of physical distancing, face coverings, and updated foot traffic patterns.
- Clear signage to indicate appropriate distances.
- Posted at entrances and highly visible locations.
- Visual cues (e.g., floor markings, colored tape, or signs) will be deployed to remind workers and voters of appropriate distancing.

## MEDIA, SOCIAL MEDIA AND DIRECT COMMUNICATION

**The County's media campaign will include the following components:**

- Voting by mail is a safe choice to avoid exposure to COVID-19 while voting.
- There are alternatives to provide a ballot replacement or to help you cast a ballot without entering a voting site including procedures for requesting a replacement, drop boxes and curbside voting.
- If you must enter a voting location, please:
  - Wear a face covering.
  - Maintain physical distance of at least 6ft from people not from your household.
  - Use hand sanitizer before approaching the check-in station and after voting.
  - Follow any additional guidance provided at the voting location.

This plan serves as a baseline. The RR/CC Safe Presidential Election Plan will continue to grow and expand as new guidance and recommendations continue to come out.

## **ATTACHMENT B**

### **COVID-19 RESPONSIBILITIES**

#### **LA County RR/CC staff is responsible for:**

- Disinfecting the surfaces of all voting equipment including, but not limited to the Ballot Marking Devices, electronic pollbooks, and central ballot box after voter use.
- Disinfecting the chairs and tables found inside the voting space.
- Wiping high touch areas inside the voting room such as door handles, light switches, counter tops, etc.

#### **Facility staff is responsible for:**

- Daily/frequent cleaning of the restrooms
- Wiping high touch surfaces outside of the voting space including but not limited to exterior door handles, water/drinking fountain, elevator buttons, etc.
- Cleaning the path of travel from the parking lot to the entrance of the vote center
- Providing extra trash receptacles at the stop station, vote center exit and for election workers
- Daily/frequent trash pick-up
- Assistance with identifying a space outside of the vote center for curbside voting
- Provide additional signage, if needed, to direct voters to the vote center.

#### **Additional considerations:**

- Wherever feasible, doors and windows should be open during hours where election workers are present to increase airflow.
- Where possible, any lines should be maintained outdoors. Where not feasible, lines will be socially distanced.
- Floor markings will be used to assist voters with social distancing inside the vote center and where lines are present.
- Signs will be posted inside and outside the vote center to assist voters with COVID-19 protocols.



## Association of Santa Monica Bay Yacht Clubs

### Government/Community Affairs

13900 Palawan Way, Marina Del Rey, CA 90292  
markLhansen@aol.com rboc.org 310-601-0710

To: Small Craft Harbor Commission - Los Angeles County

*Chair, David Lumian*

*Vice Chair, Nathan Salazar*

*Commissioner, Richard Montgomery*

*Commissioner, Allyn Rifkin*

From: Mark Hansen

Chair, Government/Community Affairs

Association of Santa Monica Bay Yacht Clubs

Date: October 7, 2020

Re: **Safe Reopening Protocol – Recreational Boating**

Commissioners,

The Association of Santa Monica Bay Yacht Clubs (ASMBYC) would like to propose that the Small Craft Harbor Commission (SCHC) join us in a collaborative effort to engage the Los Angeles County Department of Public Health and the Board of Supervisors, in the establishment of a Safe Reopening Protocol for Recreational Boating.

There has been no consistency among the nearby counties in Southern California, regarding boating. Most of the counties appear to have never enacted restrictions on recreational boating. San Diego County initially restricted most boating, but subsequently reopened commercial boating, followed recently by the opening of recreational boating.

The Los Angeles County Health Order currently directs, in part:

Gatherings of people who are *not* part of a single household...are prohibited, except for the limited purposes expressly permitted by this Order.

The following activities are permitted under this Order:

Engaging in outdoor recreation activity...subject to the following limitations:

Outdoor recreation activity at parks, trails, piers, and beaches, and other open spaces just comply with any access or use restrictions separately established by the Health Officer...

Use of shared outdoor facilities for recreational activities...must comply with any access or use restrictions separately established by the Health Officer...

For-hire fishing, guided fishing, or small-group chartered boat trips may resume...implementing the...Public Health Protocol for Chartered Boats.

Our understanding is that the Department of Health (DPH) interprets this language as inferring that, because private recreational boating is not specifically included in the list of outdoor permitted activities\*, and does not have a published Protocol with use restrictions, those boaters are prohibited from taking non-household guests out on their vessels.

\* golf courses, tennis and pickle ball courts, children's playgrounds, shooting and archery ranges, equestrian centers, model airplane areas, community gardens, and bike parks

San Diego County has recently included language in their Health Order, allowing recreational boating under their new **Safe Opening Protocol for Recreational Boating**. The San Diego language is copied below and their Protocol is attached.

**Outdoor recreation  
Boating**

Recreational boating on the ocean, bays and lakes is allowed under state guidance for outdoor recreation and the local **Safe Opening Protocol for Recreational Boating**. Operators of boats at any of those locations may have more restrictive guidance.

A recommended Reopening Protocol from the Recreational Boaters of California is also attached, as well as their letter to Governor Newsom, recommending statewide clarity.

Boating is a unique recreational activity that can be enjoyed outdoors in a manner consistent with social distancing.

ASMBYC hopes that the Small Craft Harbor Commission (SCHC) will join us in engaging the Department of Public Health and the Board of Supervisors, to propose the establishment of a Safe Reopening Protocol for Recreational Boating.

We would be pleased to draft a proposed protocol for your review and consideration.

Fraternally,

*John Rushing*

John Rushing  
Commodore

*David Bew*

David Bew  
Vice Commodore

COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC HEALTH  
ORDER OF THE HEALTH OFFICER

REOPENING SAFER AT WORK AND IN THE COMMUNITY  
FOR CONTROL OF COVID-19

October 6, 2020

*Excerpts:*

3. a) Nothing in this Order prohibits members of a single household or living unit from engaging in permitted activities together. But gatherings of people who are not part of a single household or living unit are prohibited within the County of Los Angeles Public Health Jurisdiction, except for the limited purposes expressly permitted by this Order.

15. The following activities are permitted under this Order:

- i. Engaging in outdoor recreation activity, in compliance with Social (Physical) Distancing requirements and wearing a face covering, subject to the following limitations:
  - i. Outdoor recreation activity at parks, trails, piers, and beaches, and other open spaces just comply with any access or use restrictions separately established by the Health Officer, government, or other entity that manages the area to reduce crowding and the risk of COVID-19 transmission.
  - ii. Use of shared outdoor facilities for recreational activities, including but not limited to golf courses, tennis and pickle ball courts, children's playgrounds, shooting and archery ranges, equestrian centers, model airplane areas, community gardens, and bike parks, must comply with any access or use restrictions separately established by the Health Officer, government, or other entity that manages the area to reduce crowding and the risk of COVID-19 transmission.
- v. For-hire fishing, guided fishing, or small-group chartered boat trips may resume operating on June 12, 2020, with the owner, manager, or operator of the charter business implementing the required Los Angeles County Department of Public Health Protocol for Chartered Boats.



[www.sandiegocounty.gov/content/dam/sdc/hhsa/programs/phs/Epidemiology/covid19/SafeReopeningProtocolRecreationalBoatingNon-Commerical.pdf](http://www.sandiegocounty.gov/content/dam/sdc/hhsa/programs/phs/Epidemiology/covid19/SafeReopeningProtocolRecreationalBoatingNon-Commerical.pdf)

## **SAFE REOPENING PROTOCOL RECREATIONAL BOATING (NON-COMMERCIAL) ADDENDUM**

**Purpose:** The purpose of this document is to provide guidance for San Diego County Yacht Clubs, Port Tenants, and Public Parks/Launch Ramps, where boaters embark on their outings, to amend their sanitization and social distancing protocols to include vessels.

### **Signage (Mandatory)**

- This Addendum must accompany the Safe Reopening Protocol posted at each marina yacht club or public launch ramp where recreational boats are docked or launched.
- This Addendum must also be sent to each boat owner at each marina or yacht club where recreational boats are docked.

### **Measures to Protect Guest Health (Mandatory)**

- Each boat will be required to log all persons aboard for purposes of contact tracing during the incubation period.
- The person in charge of each boat will confirm that each person aboard has shown no signs of illness and does not live with or had contact with any person who has had signs of illness for at least 14 days. Signs of illness can include but are not limited to: fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, and diarrhea.
- Face coverings will be required to be available for everyone on the boat and must be worn properly when within 6' of another person not in the same household.

### **Measures to Prevent Crowds from Gathering**

- No land-based social event or gathering associated with boating.
- When rafted together, persons transiting across boats or on someone else's boat will wear face covering when 6' of separation cannot be achieved.

### **Measures to Keep People at Least Six Feet Apart**

- Limit number of persons on board based on the natural configuration of the boat to allow a 6 foot separation between non-household persons unless face coverings are worn.

### **Measures to Prevent Unnecessary Contact**

- Face coverings will be utilized in interior areas where more than one person is present.



---

## **SAFE REOPENING PROTOCOL RECREATIONAL BOATING (NON-COMMERCIAL) ADDENDUM**

### **Measures to Increase and Ensure Hygiene and Sanitation**

- The person in charge of the boat shall be responsible for the cleanliness and sanitation of the boat prior to allowing persons on board.
- The person in charge of the boat will be responsible for providing hand washing facilities and/or hand sanitizer effective against COVID-19 to all persons on the boat, to include requiring hand sanitizing before boarding.
- The person in charge of the boat will be responsible for providing disinfecting sprays or wipes that are effective against COVID-19 to sanitize equipment and frequently touched surfaces.

### **References:**

SD County COVID-19: <https://www.sandiegocounty.gov/coronavirus.html>

CDC COVID-19: <https://www.cdc.gov/coronavirus/2019-ncov/index.html>





# RBOC

Protecting your boating interests.

925 L Street • Suite 260

Sacramento CA 95814

[www.rboc.org](http://www.rboc.org)

**SUMMER 2020**

# REOPENING PROTOCOL

We respect that there are different levels of boating restrictions in jurisdictions across the state and it is difficult to determine what rules apply to which areas on specific dates. As efforts continue, we anticipate an easing of restrictions and we want to ensure the boating community is acting in a responsible and reasonable manner. **RBOC encourages all boaters, boating organizations and yacht clubs to share the following common sense guidelines with their friends, family and members.**

This document is based on various guidelines published by local jurisdictions, the federal Center for Disease Control (CDC) and national and international sailing organizations. It is not intended to supersede or contradict federal, state or local guidelines on COVID19 control. CDC reference: [www.cdc.gov/coronavirus/2019-ncov](http://www.cdc.gov/coronavirus/2019-ncov)

## Family Versus Friends

It is generally accepted that members of the same household are exempt from many of the preventive measures described herein. However, if there are to be non-household persons present, the protocol must be strictly observed to protect the health and safety of all involved parties.

## Face Coverings and Social Distancing

The person in charge of a boat will ensure that face coverings are available to everyone on the boat and that that they are properly worn when within six feet of another person not in the same household.

## Watching for Symptoms

Signs of possible infection include fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting and diarrhea. The person in charge of a boat will confirm that each person has shown no such signs prior to admitting them onto the vessel.

## Hygiene and Sanitation

The person in charge of the boat shall be responsible for the cleanliness and sanitation of the vessel prior to allowing persons on board. Also, the person in charge will provide washing facilities and/or hand sanitizer to all persons on the boat and will provide disinfecting sprays or wipes to sanitize equipment and frequently touched surfaces.

## Contact Records

Each boat will keep detailed logs of all persons boarding the vessels for purposes of contact tracing should it become necessary.

## Rafting

When two or more boats are rafted together, the six-foot separation and face covering rules are to be strictly adhered to. People moving from boat to boat is discouraged.

## Land-Based Activities

Social gatherings attended by a large number of persons are prime candidates for spreading COVID 19. Such gatherings should be avoided. For event needs as having a pre-race skippers' meeting or post-race award ceremonies, it is recommended that these be done online and/or through an interactive video conferencing application before and after the event.

## Signage

For yacht clubs, sailing clubs, marinas and launch ramps, the above guidelines are to be prominently displayed in as many locations throughout the facility as practical. In addition, event organizers may distribute the information on flyers distributed to all participants before and during the event.

## Oversight

For each event, the organizers will appoint a Safety Officer who will oversee all activities and insure full compliance with these guidelines. Refusal to comply may be considered misconduct and can result in disqualification for participation in the event.



**RBOC**  
Protecting your boating interests.™

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916.441.4166  
[www.rboc.org](http://www.rboc.org)

September 17, 2020

The Honorable Gavin Newsom, Governor  
State of California  
State Capitol  
Sacramento, CA 95814

**RE: COVID-19 Pandemic – Request for Clear Parameters for Recreational Boating Activity**

**Cleve Hardaker**  
President

Governor Newsom –

**Winston Bumpus**  
Vice President – North

**Todd Leutheuser**  
Vice President – South

**Otis Brock**  
Secretary – Treasurer

**Ray Durazo**  
Past President

Legislative Advocate

**Jerry Desmond**  
Director of  
Government Relations

Mail donation checks to

**RBOC**  
c/o Otis Brock  
1253 Yuba Avenue  
San Pablo, CA 94806

Donations to RBOC are  
not tax deductible due  
to our extensive lobbying  
activities

Recreational Boaters of California [RBOC] appreciates your continued leadership during these most challenging of times as we all work together to protect Californians during this unprecedented COVID-19 pandemic. We understand and appreciate that actions are taken at the state and local level, dependent upon circumstances that evolve not just month by month, but day by day and even hour by hour.

RBOC and the boating community encourage all boaters to practice social/physical distancing in all aspects and other measures to protect themselves and others during these challenging times. We have posted and communicated safe practice guidelines to assist club and individual efforts [<https://www.rboc.org/boater-brief>].

As we all endeavor to protect public health and safety and defeat this pandemic, RBOC urges you and your capable executive team to establish clear and reasonable parameters regarding recreational boating on our state's waterways that provide the opportunity for Californians to act responsibly and to get out on the water.

There is an opportunity and a need to provide clarity and to encourage boating as a recreational activity that is vital to our physical and mental health during these times. Boating also supports a \$17 billion sector in the state's economy.

Without clarity, boaters are challenged by conflicting and confusing rules and guidelines that can be counter-productive. It is difficult to determine what rules apply, in which areas, and on what dates. Consideration should also be given to the various types of boating activities, from canoes and kayaks, to personal watercraft, to water skiing, fishing, regattas and racing.

The recreational boating community, as well as the boating industry, are identified, capable and ready to engage. Indeed, a collaborative effort with the numerous stakeholders in the San Diego area has developed a **Safe Reopening Plan for Recreational Boating** that was considered by the San Diego County Board of Supervisors on September 15 and will soon be integrated into the county health order. This is a significant effort that RBOC supports being considered and endorsed by the State of California. That plan is enclosed as a reference.

- continued



**The Honorable Gavin Newsom**

September 17, 2020

Page Two

Thank you for your consideration of our request. I can be reached at 714.305.6513, and please also feel free to contact RBOC's advocate, Jerry Desmond, at 916.441.4166.

Sincerely,

*Cleve Hardaker*

Cleve Hardaker, President, RBOC

C: Cabinet Secretary Ana Matosantos  
Health and Human Services Agency Secretary Mark Ghaly  
Office of Emergency Services Director Mark Ghilarducci  
California Department of Public Health Acting Director Sandra Shewry, MPH, MSW  
California Department of Public Health Acting State Public Health Officer Erica S. Pan, MD, MPH California  
Department of Parks and Recreation Director Armando Quintero  
California Division of Boating and Waterways Acting Deputy Director Ramona Fernandez  
The Honorable Senate President pro Tempore Toni Atkins  
The Honorable Assembly Speaker Anthony Rendon

Enclosure