AGENDA
EL SEGUNDO CITY COUNCIL
COUNCIL CHAMBERS - 350 Main Street

The City Council, with certain statutory exceptions, can only take action upon properly posted and listed agenda items. Any writings or documents given to a majority of the City Council regarding any matter on this agenda that the City received after issuing the agenda packet are available for public inspection in the City Clerk's office during normal business hours. Such Documents may also be posted on the City's website at www.elsegundo.org and additional copies will be available at the City Council meeting.

Unless otherwise noted in the Agenda, the Public can only comment on City-related business that is within the jurisdiction of the City Council and/or items listed on the Agenda during the Public Communications portions of the Meeting. Additionally, the Public can comment on any Public Hearing item on the Agenda during the Public Hearing portion of such item. The time limit for comments is five (5) minutes per person.

Before speaking to the City Council, please come to the podium and state: Your name and residence and the organization you represent, if desired. Please respect the time limits.

Members of the Public may place items on the Agenda by submitting a Written Request to the City Clerk or City Manager's Office at least six days prior to the City Council Meeting (by 2:00 p.m. the prior Tuesday). The request must include a brief general description of the business to be transacted or discussed at the meeting. Playing of video tapes or use of visual aids may be permitted during meetings if they are submitted to the City Clerk two (2) working days prior to the meeting and they do not exceed five (5) minutes in length.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact City Clerk, 524-2305. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

REGULAR MEETING OF THE EL SEGUNDO CITY COUNCIL
TUESDAY, FEBRUARY 4, 2014 – 5:00 PM

5:00 PM MEETING CANCELLED

5:00 P.M. SESSION

CALL TO ORDER

ROLL CALL
PUBLIC COMMUNICATION – (Related to City Business Only – 5 minute limit per person, 30 minute limit total) Individuals who have received value of $50 or more to communicate to the City Council on behalf of another, and employees speaking on behalf of their employer, must so identify themselves prior to addressing the City Council. Failure to do so shall be a misdemeanor and punishable by a fine of $250.

SPECIAL ORDER OF BUSINESS:

CLOSED SESSION:
The City Council may move into a closed session pursuant to applicable law, including the Brown Act (Government Code Section §54960, et seq.) for the purposes of conferring with the City’s Real Property Negotiator; and/or conferring with the City Attorney on potential and/or existing litigation; and/or discussing matters covered under Government Code Section §54957 (Personnel); and/or conferring with the City’s Labor Negotiators; as follows:

CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (Gov’t Code §54956.9(d) (3) -0- matter

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to Government Code §54956.9(d) (2) and (3): -0- matter.

Initiation of litigation pursuant to Government Code §54956.9(c): -0- matter.

DISCUSSION OF PERSONNEL MATTERS (Gov’t Code §54957): -0- matter

APPOINTMENT OF PUBLIC EMPLOYEE (Gov’t. Code § 54957) –0- matter

CONFERENCE WITH CITY’S LABOR NEGOTIATOR (Gov’t Code §54957.6): -0- matters

CONFERENCE WITH REAL PROPERTY NEGOTIATOR (Gov’t Code §54956.8): -0- matters
AGENDA

EL SEGUNDO CITY COUNCIL
COUNCIL CHAMBERS - 350 Main Street

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REGULAR MEETING OF THE EL SEGUNDO CITY COUNCIL
TUESDAY, FEBRUARY 4, 2014 - 7:00 P.M.

7:00 P.M. SESSION

CALL TO ORDER

INVOCATION – Lee Carlile, Pastor, United Methodist Church

PLEDGE OF ALLEGIANCE – Mayor Pro Tem Jacobson
PRESENTATIONS

ROLL CALL

PUBLIC COMMUNICATIONS – (Related to City Business Only – 5 minute limit per person, 30 minute limit total) Individuals who have received value of $50 or more to communicate to the City Council on behalf of another, and employees speaking on behalf of their employer, must so identify themselves prior to addressing the City Council. Failure to do so shall be a misdemeanor and punishable by a fine of $250. While all comments are welcome, the Brown Act does not allow Council to take action on any item not on the agenda. The Council will respond to comments after Public Communications is closed.

CITY COUNCIL COMMENTS – (Related to Public Communications)

A. PROCEDURAL MOTIONS

Consideration of a motion to read all ordinances and resolutions on the Agenda by title only.
Recomendation – Approval.

B. SPECIAL ORDERS OF BUSINESS (PUBLIC HEARING)

1. Consideration and possible action to conduct a Public Hearing regarding capital outlay requests of $20,000 from the Citizens Option for Public Safety (COPS) Supplemental Law Enforcement Services Fund (SLESF) account. The grant requires that expenditures be utilized to supplement “front line law enforcement” which includes purchasing equipment. (Fiscal Impact: $20,000 from COPS grant fund)
Recomendation – 1) Open Public Hearing to consider specific funding requests from the Chief of Police; 2) Alternatively, discuss and take other action related to this item.
2. Consideration and possible action to adopt a Resolution for a General Plan Amendment updating the Housing Element for the planning period extending from October 2013 to October 2021. Applicant: City of El Segundo.
   (Fiscal Impact: None)
   Recommendation – 1) Open the public hearing; 2) Discussion; 3) Adopt Resolution approving Environmental Assessment No. EA-1044 and General Plan Amendment No. GPA 13-02; 4) Alternatively, discuss and take other action related to this item.

C. UNFINISHED BUSINESS

D. REPORTS OF COMMITTEES, COMMISSIONS AND BOARDS

E. CONSENT AGENDA

All items listed are to be adopted by one motion without discussion and passed unanimously. If a call for discussion of an item is made, the item(s) will be considered individually under the next heading of business.

3. Warrant Numbers 2596035 – 2596251 on Register No. 8 in the total amount of $623,469.21 and Wire Transfers from 12/20/2013 through 01/03/2014 in the total amount of $1,264,585.40
   Recommendation – Approve Warrant Demand Registers and authorize staff to release. Ratify Payroll and Employee Benefit checks; checks released early due to contracts or agreement; emergency disbursements and/or adjustments; and wire transfers.

   Recommendation – Approval.
5. Consideration and possible action regarding recommendations from the Senior Housing Board Corporation to adjust rental rates for current and incoming tenants at the Park Vista Apartments located at 615 East Holly Street.
(Fiscal Impact: N/A)
Recommendation – 1) Authorize the Senior Housing Board to implement a 2% increase in rental rates for current Park Vista tenants effective March 1, 2014; 2) Authorize the Senior Housing Board to implement annual rental rate adjustments based upon the Social Security Cost-of-Living Adjustment Factor minus .25% to offset for Medicare, utilizing a 10-year average of the Social Security COLA; 3) Authorize the Senior Housing Board to implement a minimum base, or floor, of 2% annual rental increase in future years; 4) Authorize setting the rental rates for incoming tenants at 50% of fair market rental value, based on a market analysis conducted annually by the management company; 5) Alternatively, discuss and take other possible action related to this item.

6. Consideration and possible action regarding a request from Tree Musketeers to waive fees for the use of City resources and staff time associated with their Arbor Day event on March 8, 2014.
(Fiscal Impact: $1,158.28)
Recommendation – 1) Approve/Deny the request from Tree Musketeers to waive fees for the use of City resources and staff time associated with their Arbor Day event; 2) Alternatively, discuss and take other action related to this item.

7. Consideration and possible action authorizing the City Manager to purchase a hybrid vehicle for use by the Parks Division of The Recreation and Parks Department.
(Fiscal Impact: $27,100.00)
Recommendation – 1) Pursuant to El Segundo Municipal Code 1-7-11, waive the bidding process and purchase (1) Ford C-Max hybrid vehicle for use by the Recreation and Parks Department; using Air Quality Management District (AQMD) funds; 2) Authorize the City Manager to execute an agreement, in a form approved by the City Attorney, to purchase a Ford C-Max hybrid vehicle for use by the Recreation and Parks Department; using Air Quality Management District (AQMD) funds; 3) Alternatively, discuss and take other action related to this item.
8. Consideration and possible action to accept as complete the Installation of Soccer Field Netting Project at Campus El Segundo Athletic Field. Project No. PW 13-06  
(Fiscal Impact: $13,900.00)  
Recommendation – 1) Accept the work as complete; 2) Authorize the City Clerk to file a Notice of Completion in the County Recorder’s Office; 3) Alternatively, discuss and take other action related to this item.

9. Consideration and possible action to accept as complete the Maple Avenue Street Improvements Project. Project No. PW 12-09.  
(Fiscal Impact: $2,156,852.72 grant reimbursement)  
Recommendation – 1) Accept the work as complete; 2) Authorize the City Clerk to file a Notice of Completion in the County Recorder’s Office; 3) Alternatively, discuss and take other action related to this item.

10. Consideration and possible action regarding modification of an existing Alcoholic Beverage Control (ABC) license for on-site sale and consumption of alcohol (Type 47 Alcoholic Beverage Control License) at Rock and Brews restaurant located at 139-147 Main Street.  
(Fiscal Impact: N/A)  
Recommendation – 1) Receive and file this report without objecting to an expansion of a Type 47 ABC license at 139-147 Main Street; 2) Alternatively, discuss and take other action related to this item.

11. Consideration and possible action to authorize an appropriation from the Hyperion Mitigation Fund for continued support of residential hotline services.  
(Fiscal Impact: $7,000.00)  
Recommendation – 1) Authorize a $7,000.00 transfer from the Hyperion Mitigation Fund for continued support of residential hotline services; 2) Alternatively, discuss and take other action related to this item.
12. Consideration and possible action 1) to reject all bids for City On-Call HVAC maintenance and repair services and 2) award a standard maintenance contract to F.M. Thomas Air Conditioning, Inc. for City On-Call HVAC maintenance and repair services. Project No. PW 13-17. (Fiscal Impact: $41,804.00 the first year with a 3% annual escalation for the next four years on the base bid of $27,304.00; not to exceed $217,460.00 over 5-year contract duration)

Recommendation – 1) Authorize the City Manager to approve a standard maintenance contract in a form approved by the City Attorney with F.M. Thomas Air Conditioning, Inc. in the amount of $41,804.00, which includes a base bid of $27,304.00 plus an annual not-to-exceed amount of $14,500.00 annually for unforeseen HVAC-related repairs and emergencies; 2) Approve an annual option to renew for an additional four years, with a 3% escalation on the base bid of $27,304.00 plus $14,500 for unforeseen contingencies; 3) Alternatively, discuss and take other action related to this item.

13. Consideration and possible action to modify Condition No. 37 in Resolution No. 4779 and Ordinance No. 1470, adopted September 4, 2012 for the 222 Kansas Street Specific Plan (affecting property located at 1520-1598 East Grand Avenue and 222-250 Kansas Street). Applicant: Mar Ventures, Inc. (Fiscal Impact: N/A)

Recommendation – 1) Amend Resolution No. 4779 as proposed; 2) Introduce, and waive first reading, of an Ordinance to amend Ordinance No. 1470; 3) Schedule second reading and adoption of Ordinance on February 18, 2014; 4) Alternatively, discuss and take other action related to this item.

F. NEW BUSINESS

14. Consideration and possible action regarding the Fiscal Year 2012-2013 Yearend Report and FY 2013-2014 First Quarter Financial Review. (Fiscal Impact: None)

Recommendation – 1) Receive and file FY 2012-2013 Yearend and FY 2013-2014 First Quarter Financial Review; 2) Approve designations of $1,608,034.00; 3) Alternatively, discuss and take other action related to this item.

G. REPORTS – CITY MANAGER

H. REPORTS – CITY ATTORNEY

I. REPORTS – CITY CLERK
J. REPORTS – CITY TREASURER

K. REPORTS – CITY COUNCIL MEMBERS

Council Member Fellhauer –

Council Member Atkinson –

Council Member Fuentes –

Mayor Pro Tem Jacobson –

15. Consideration and possible action to establish the appropriate date for the City Council consideration of changes to Recreation and Parks related fees.
   (Fiscal Impact: possible delayed implementation of fees)
   Recommendation – 1) Set a date for consideration of the possible fee changes for May 20, 2014; 2) Alternatively, discuss and take other action related to this item.

   Mayor Fisher –

16. Consideration and possible action to select Hayley Funk as the Sister City Princess and Ambassador to represent the City of El Segundo at the annual Carnival event in Guaymas Mexico.
   (Fiscal Impact: None)
   Recommendation – 1) Approve the selection of Hayley Funk as the El Segundo Sister City Princess and Ambassador Representative; 2) Alternatively, discuss and take other action related to this item.

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MEMORIALS –

CLOSED SESSION

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REPORT OF ACTION TAKEN IN CLOSED SESSION (if required)

ADJOURNMENT

POSTED:

DATE: 1.29.14

TIME: 4:30 pm

NAME: [Signature]

10
AGENDA DESCRIPTION:
Consideration and possible action to conduct a Public Hearing regarding capital outlay requests of $20,000 from the Citizens Option for Public Safety (COPS) Supplemental Law Enforcement Services Fund (SLESF) account. The grant requires that expenditures be utilized to supplement “front line law enforcement” which includes purchasing equipment. (Fiscal Impact: $20,000 from COPS grant fund)

RECOMMENDED COUNCIL ACTION:
1. Open Public Hearing to consider specific funding requests from the Chief of Police;
2. Alternatively discuss and take other action related to this item.

ATTACHED SUPPORTING DOCUMENTS:
Resolution

FISCAL IMPACT: Included in Adopted Budget

<table>
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<td>Additional Appropriation:</td>
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ORIGINATED BY: Brian Evanski, Captain
REVIEWED BY: Mitch Tavera, Chief of Police
APPROVED BY: Greg Carpenter, City Manager

BACKGROUND AND DISCUSSION:
In 1996, the Legislature adopted Government Code §§ 30061 to 30064 to provide a block grant for law enforcement purposes. This legislation, known as the Citizens Option for Public Safety (COPS), requires a public hearing to consider the expenditure of funds.

Between December 2012 and April 2013, the City was awarded $100,000 in COPS grant funds. All funds received under this grant must be utilized to supplement law enforcement activities and cannot be used to supplant existing funding.

On August 6, 2013, following proper public notice, the City Council authorized the Chief of Police to utilize COPS grant funds for various special enforcement details and identified equipment purchases.

Staff now requests the following items also be approved by Council for purchase utilizing the existing COPS grant funds:

1. Semi-automatic rifles and optical sights for police motorcycles
2. Additional safety lighting for police motorcycles
RESOLUTION NO. ______

A RESOLUTION PROVIDING FOR THE IMPLEMENTATION OF THE CITIZENS OPTION FOR PUBLIC SAFETY (COPS) PROGRAM.

BE IT RESOLVED by the Council of the city of El Segundo as follows:

SECTION 1: The City Council finds as follows:

A. Senate Bill 823 (SB 823) (Poochigian – Local law enforcement funding) was chaptered into law on April 6, 2002 for supplemental local law enforcement funding pursuant to the bill;

B. SB 823 provides $100,000,000 statewide for the Citizens for Public Safety (COPS) Program;

C. The County of Los Angeles has established a Supplemental Law Enforcement Service Fund (SLESF) in accordance with Section 30061 of the Government Code to receive SB 823 funds which have been allocated for use in Los Angeles County;

D. The City of El Segundo participates in the COPS Program and receives its share of any funds available for the purpose of ensuring public safety; and

E. The City has established its own Supplemental Law Enforcement Service Fund (SLESF) in accordance with Section 30061 of the Government Code;

F. The City Council has conducted a public hearing to consider funding requests from the Chief of Police and shall determine the submitted requests as required by SB 823.

SECTION 2: The City Council directs that the City maintain its own Supplemental Law Enforcement Service Fund (SLESF) as required pursuant to Government Code §§ 30061 and 30063.

SECTION 3. The City Council requests that the City's share of the funding be allocated to SLESF for purposes of front-line law enforcement.

SECTION 4: The City Clerk is directed to certify the adoption of this Resolution; record this Resolution in the book of the City's original resolutions; and make a minute of the adoption of the Resolution in the City Council's records and the minutes of this meeting.

SECTION 5: This Resolution will become effective immediately upon adoption and will remain effective unless repealed or superseded.

PASSED AND ADOPTED this ___ day of ____________, 2013.
STATE OF CALIFORNIA )
COUNTY OF LOS ANGELES ) SS
CITY OF EL SEGUNDO )

I, Tracy Weaver, City Clerk of the City of El Segundo, California, hereby certify that the whole number of members of the City Council of the City is five; that the foregoing Resolution No. _______ was duly passed and adopted by said City Council, approved and signed by the Mayor of said City, and attested to by the City Clerk of said City, all at a regular meeting of said Council held on the 6th day of August, 2013, and the same was so passed and adopted by the following roll call vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

ATTEST:

Tracy Weaver,
City Clerk

APPROVED AS TO FORM:
Mark D. Hensley, City Attorney

By: Karl H. Berger
Assistant City Attorney
Consideration and possible action to adopt a Resolution for a General Plan Amendment updating the Housing Element for the planning period extending from October 2013 to October 2021. Applicant: City of El Segundo
(Fiscal Impact: None)

Recommendation – 1) Open the public hearing; 2) Discussion; 3) Adopt Resolution approving Environmental Assessment No. EA-1044 and General Plan Amendment No. GPA 13-02; and/or 4) Alternatively, discuss and take other possible action related to this item.

To view please go to the City Website:
www.elsegundo.org, Agendas & Minutes Departments, Council Agendas

http://www.elsegundo.org/depts/elected/agendas.asp

File Name: Council Meeting Agenda Packet 02-04-14 – ITEM #2

or

A hard copy is available in the City Clerk’s Office for viewing.
Please call 310-524-2307.
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<td>STATE GAS TAX FUND</td>
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STATE OF CALIFORNIA
COUNTY OF LOS ANGELES
Information on actual expenditures is available in the Director of Administrative Services office in the City of El Segundo.

I certify as to the accuracy of the Demands and the availability of fund for payment thereof.
For Approval: Regular checks held for City council authorization to release.

CODES:

R = Computer generated checks for all non-emergency/urgency payments for materials, supplies and services in support of City Operations

For Ratification:

A = Payroll and Employee Benefit checks

B - F = Computer generated Early Release disbursements and/or adjustments approved by the City Manager. Such as: payments for utility services, petty cash and employee travel expense reimbursements, various refunds, contract employee services consistent with current contractual agreements, instances where prompt payment discounts can be obtained or late payment penalties can be avoided or when a situation arises that the City Manager approves.

H = Handwritten Early Release disbursements and/or adjustments approved by the City Manager.

FINANCE DIRECTOR
DATE: 1/15/14

CITY MANAGER
DATE: 1/16/94
## CITY OF EL SEGUNDO
### PAYMENTS BY WIRE TRANSFER
#### 12/20/13 THROUGH 01/03/14

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<td>IRS</td>
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<td>Federal Taxes</td>
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<td>1/2/2014</td>
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<td>State Taxes</td>
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<td>1/2/2014</td>
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<td>1/3/2014</td>
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<td>1/3/2014</td>
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<tr>
<td>1/3/2014</td>
<td>South Bay Credit Union</td>
<td>14,570.38</td>
<td>Payroll credit union deduction pmt</td>
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<tr>
<td>12/14/13-12/20/13</td>
<td>Workers Comp Activity</td>
<td>12,973.44</td>
<td>SCRMA checks issued</td>
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<tr>
<td>12/21/13-12/27/13</td>
<td>Workers Comp Activity</td>
<td>31,929.36</td>
<td>SCRMA checks issued</td>
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<tr>
<td>12/28/13-12/31/13</td>
<td>Workers Comp Activity</td>
<td>322.29</td>
<td>SCRMA checks issued</td>
</tr>
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**DATE OF RATIFICATION: 02/04/14**

**TOTAL PAYMENTS BY WIRE:**

1,264,585.40

Certified as to the accuracy of the wire transfers by:

Deputy City Treasurer I

Date

Director of Finance

Date

City Manager

Date

Information on actual expenditures is available in the City Treasurer's Office of the City of El Segundo.
REGULAR MEETING OF THE EL SEGUNDO CITY COUNCIL
TUESDAY, JANUARY 21, 2014 – 6:00 PM

6:00 P.M. SESSION

CALL TO ORDER – Mayor Fisher at 6:01 PM

ROLL CALL

Mayor Fisher - Present
Mayor Pro Tem Jacobson - Present
Council Member Fuentes - Present
Council Member Atkinson - Present
Council Member Fellhauer - Present

PUBLIC COMMUNICATION – (Related to City Business Only – 5 minute limit per person, 30 minute limit total) Individuals who have received value of $50 or more to communicate to the City Council on behalf of another, and employees speaking on behalf of their employer, must so identify themselves prior to addressing the City Council. Failure to do so shall be a misdemeanor and punishable by a fine of $250.

Ronald Garcia, Edison Region Manager, handed out Confidential Emergency Communication Information Field Guides and explained the process to the Council.

Mayor Fisher announced that Council would be meeting in closed session pursuant of the items listed on the agenda.

SPECIAL ORDER OF BUSINESS:

CLOSED SESSION:
The City Council moved into a closed session pursuant to applicable law, including the Brown Act (Government Code Section §54960, et seq.) for the purposes of conferring with the City’s Real Property Negotiator; and/or conferring with the City Attorney on potential and/or existing litigation; and/or discussing matters covered under Government Code Section §54957 (Personnel); and/or conferring with the City’s Labor Negotiators; as follows:

CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (Gov’t Code §54956.9(d) (3) -2- matter

1. City of El Segundo vs. City of Los Angeles, et.al. LASC Case No. BS094279
2. Springfield vs. City of El Segundo, et.al. LASC Case No. YC067789

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
Significant exposure to litigation pursuant to Government Code §54956.9(d) (2) and (3): -0- matter.

Initiation of litigation pursuant to Government Code §54956.9(c): -0- matter.

DISCUSSION OF PERSONNEL MATTERS (Gov't Code §54957): -0- matter

APPOINTMENT OF PUBLIC EMPLOYEE (Gov't. Code § 54957) –0- matter

CONFERENCE WITH CITY’S LABOR NEGOTIATOR (Gov't Code §54957.6): -0- matters

CONFERENCE WITH REAL PROPERTY NEGOTIATOR (Gov't Code §54956.8): -0- matters

Adjourned at 6:50 PM
REGULAR MEETING OF THE EL SEGUNDO CITY COUNCIL
TUESDAY, JANUARY 21, 2014 - 7:00 P.M.

7:00 P.M. SESSION

CALL TO ORDER – Mayor Fisher at 7:02 PM

INVOCATION – Rev. Diana Ferguson, St. Michael Episcopal Church

PLEDGE OF ALLEGIANCE – Council Member Atkinson

PRESENTATIONS

Presentation by Marsha Hansen, ES Chamber Chairman, announcing the Holiday Parade Trophy winners for this year’s Holiday Parade.

Proclamation read by Mayor Fisher and presented to the AARP tax preparer’s; Bob Matthews, Babette Heimbuch, Bob Hiller, Don Bibeau, Roberta Godfrey and Loretta Frye. Loretta Frye accepted the Proclamation and spoke on behalf the group.

ROLL CALL

Mayor Fisher - Present
Mayor Pro Tem Jacobson - Present
Council Member Fuentes - Present
Council Member Atkinson - Present
Council Member Fellhauer - Present

PUBLIC COMMUNICATIONS – (Related to City Business Only – 5 minute limit per person, 30 minute limit total) Individuals who have received value of $50 or more to communicate to the City Council on behalf of another, and employees speaking on behalf of their employer, must so identify themselves prior to addressing the City Council. Failure to do so shall be a misdemeanor and punishable by a fine of $250. While all comments are welcome, the Brown Act does not allow Council to take action on any item not on the agenda. The Council will respond to comments after Public Communications is closed.

Jorge Sanchez, Business Agent with Teamsters Local 911, would like Council to pull Consent Agenda item #6 for further discussion.

Jesse Bobbett, Recreation and Parks Supervisor and President of the Supervisory and Professional Employee Association, spoke concerning Consent Agenda item #6.

Alkire Masa, Planning Division, spoke concerning Consent Agenda item #6.

Paul Samaras, Planning Division, spoke concerning Consent Agenda item #6.
**Liz Garnholz**, resident, spoke concerning the possible fee increases for Dial-A-Ride and Beach Shuttle. Who finances these shuttles? Does the City run meetings on Parliamentary Procedures?

**Josh Albert**, resident and Golf Pro at the Lakes of El Segundo, wanted an update and/or status on the shared Principles document and the Citizens Advisory Committee for the Top Golf project.

**CITY COUNCIL COMMENTS** – (Related to Public Communications)

Greg Carpenter, City Manager, answered Ms. Garnholz’s question concerning who finances the shuttle. Mr. Carpenter stated the funds are from current Grants and Grant reserves.

Mark Hensley, City Attorney, explained the Council meetings follows Roberts Rules per the Municipal Code.

Greg Carpenter, City Manager, gave a Top Golf update, stating that staff is working with CenterCal and the Top Golf team to finalize the agreement to incorporate the Shared Principles and also working on the reimbursement agreement. Top Golf should be back on the Agenda in February.

Mayor Fisher stated that Consent Agenda #6 would be pulled for discussion.

**A. PROCEDURAL MOTIONS**

Consideration of a motion to read all ordinances and resolutions on the Agenda by title only.

**MOTION** by Mayor Pro Tem Jacobson, SECONDED by Council Member Fuentes to read all ordinances and resolutions on the agenda by title only. **MOTION PASSED BY UNANIMOUS VOICE VOTE. 5/0**

**B. SPECIAL ORDERS OF BUSINESS (PUBLIC HEARING)**

**C. UNFINISHED BUSINESS**

**D. REPORTS OF COMMITTEES, COMMISSIONS AND BOARDS**

1. Consideration and possible action to adopt a resolution supporting the California Office of Business and Economic Development’s mission to increase the competitiveness of California’s business climate.
   (Fiscal Impact: None)

Greg Carpenter, City Manager, gave a brief presentation.

Council Discussion
MOTION by Mayor Pro Tem Jacobson, Seconded by Council Member Fellhauer to adopt Resolution No. 4862 supporting the California Office of Business and Economic Development’s mission to increase the competitiveness of California’s business climate, with a one word change in the Resolution in the last paragraph, changing “increase” to “improve”. MOTION PASSED BY UNANIMOUS VOICE VOTE. 5/0

E. CONSENT AGENDA

All items listed are to be adopted by one motion without discussion and passed unanimously. If a call for discussion of an item is made, the item(s) will be considered individually under the next heading of business.

2. Approved Warrant Numbers 2595677 to 2595854 on Register No. 6 in the total amount of $912,346.02 and Wire Transfers from 11/22/2013 through 12/05/2013 in the total amount of $887,198.35 and approved Warrant Numbers 2595855 to 2596034 on Register No. 7 in the total amount of $1,280,008.54 and Wire Transfers from 12/06/2013 through 12/19/2013 in the total amount of $3,439,870.58. Authorized staff to release. Ratified Payroll and Employee Benefit checks; checks released early due to contracts or agreement; emergency disbursements and/or adjustments; and wire transfers.

3. Approved Special City Council Meeting Minutes of December 11, 2013 and approved Regular City Council Meeting Minutes of December 17, 2013.

4. Approved the El Segundo Senior Housing Corporation 2014 Annual Budget for the Park Vista Apartments located at 615 East Holly Street. (Fiscal Impact: None)

5. Authorized the City Manager to execute a standard Public Works Contract No. 4536, in a form approved by the City Attorney, with Southwest Pipeline & Trenchless Corp. for the Trenchless Sewer Improvement. Project No. PW 13-23. (Fiscal Impact: $210,000.00)

6. PULLED BY COUNCIL MEMBER FELLHAUER

7. Authorized the City Manager to enter into a three-year Agreement No. 4537 with Insight, as approved to form by the City Attorney, to provide Microsoft software support and upgrades in an amount not to exceed $188,213.90 (3 Years of $62,737.97 per year). (Fiscal Impact: $188,213.90)

8. Approved Amendment No. 4505A to an existing Professional Services agreement with Pacific Municipal Consultants ("PMC") to increase the amount of the agreement by $45,000 for a total of $70,000 for planning consulting services. (Fiscal Impact: $45,000.00)
MOTION by Council Member Fuentes, SECONDED by Council Member Fellhauer to approve Consent Agenda items 2, 3, 4, 5, 7 and 8. MOTION PASSED BY UNANIMOUS VOICE VOTE. 5/0

PULLED ITEM:

6. Consideration and possible action regarding updating the contract between the City and Public Agency Retirement System (PARS) to reflect the current rate for the SPEA additional retirement annuity. (Fiscal Impact: None)

Council Discussion

Greg Carpenter, City Manager, gave a brief history and overview of PARS.

Mark Hensley, City Attorney, spoke on the possibility and ramifications of delaying the motion until a later date.

Council Discussion

MOTION by Council Member Fellhauer, SECONDED by Council Member Atkinson to authorize the Director of Finance to update a contract between the City and Public Agency Retirement System (PARS) to reflect the current rate for the SPEA additional retirement annuity. MOTION PASSED BY UNANIMOUS VOICE VOTE. 5/0

Consensus by Council to have staff seek a resolution to this situation in the coming weeks with the SPEA.

F. NEW BUSINESS

9. Consideration and possible action regarding acceptance of the terms and conditions from a grant award by Chevron U.S.A., Inc. in the amount of $200,000 to assist in Economic and Business Development within the City of El Segundo over the next two fiscal years. (Fiscal Impact: $200,000 Revenue for the Chevron USA, Inc. Grant Account for FY 2013-2014 and 2014-2015)

Greg Carpenter, City Manager, gave the Council background concerning how the City came to receive the Chevron Grant.

Mayor Fisher gave an overview on how and why we applied for the Chevron Grant. He also thanked Chevron for their continued support of El Segundo.

Rod Spackman, Chevron USA, presented the grant to the Council.
Council thanked Rod, Lily, Frank and Chevron USA for the grant.

MOTION by Council Member Fellhauer, SECONDED by Council Member Fuentes to authorize the City Manager to accept the terms and conditions from a grant award by Chevron U.S.A., Inc. in the amount of $200,000 to assist in Economic and Business Development within the City of El Segundo over the next two fiscal years. MOTION PASSED BY UNANIMOUS VOICE VOTE. 5/0

G. REPORTS – CITY MANAGER – Changed the Rec and Park Fees discussion to March 4, 2014. Mr. Carpenter stated he truly appreciates the employees of this City.

H. REPORTS – CITY ATTORNEY - None

I. REPORTS – CITY CLERK - None

J. REPORTS – CITY TREASURER - None

K. REPORTS – CITY COUNCIL MEMBERS

Council Member Fellhauer – Wished everyone a Happy New Year,

Council Member Atkinson – None

Council Member Fuentes – Mentioned the 20th Anniversary of the Northridge Earthquake this week. Reminded all to be prepared in the event of an Earthquake. Honored to attend the Pacific Battleship Center - Samuel L. Gravely Service and Leadership Award Ceremony honoring Dr. Wanda Austin, CEO of the Aerospace Corporation.

Mayor Pro Tem Jacobson – Wished everyone a Happy New Year.

Mayor Fisher – Happy New Year to all.

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James Carver, Fire Marshall and Past President of SPEA, spoke concerning the background of the PARS program.
Jesse Bobbett, Recreation and Parks Supervisor and President of SPEA, thanked the Council for their consideration and listening to the employees. He also apologized for the Teamsters Rep words disrespecting the Council and the City Manager. The employees have concerns and questions concerning PARS that they would like discussed in the near future.

MEMORIALS –
Maria Cristina Shaushkin
Kenneth “Bud” McElvain
Floyd Carr Jr

ADJOURNMENT at 8:37 PM

Tracy Weaver, City Clerk
AGENDA DESCRIPTION:

Consideration and possible action regarding recommendations from the Senior Housing Board Corporation to adjust rental rates for current and incoming tenants at the Park Vista Apartments located at 615 East Holly Street.
(Fiscal Impact: N/A)

RECOMMENDED COUNCIL ACTION:

1. Authorize the Senior Housing Board to implement a 2% increase in rental rates for current Park Vista tenants effective March 1, 2014;
2. Authorize the Senior Housing Board to implement annual rental rate adjustments based upon the Social Security Cost-of-Living Adjustment Factor minus .25% to offset for Medicare, utilizing a 10-year average of the Social Security COLA;
3. Authorize the Senior Housing Board to implement a minimum base, or floor, of 2% annual rental increase in future years;
4. Authorize setting the rental rates for incoming tenants at 50% of fair market rental value, based on a market analysis conducted annually by the management company; and,
5. Alternatively, discuss and take other action related to this item.

ATTACHED SUPPORTING DOCUMENTS:

1. Senior Housing Board Sub-Committee Presentation to Senior Housing Board
2. Social Security Cost of Living Adjustments by Year

FISCAL IMPACT: N/A – No General Fund

<table>
<thead>
<tr>
<th>Amount Budgeted:</th>
<th>N/A</th>
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<td>Additional Appropriation:</td>
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<tr>
<td>Account Number(s):</td>
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</tr>
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PREPARED BY: Meredith Petit, Recreation Superintendent

REVIEWED BY: Bob Cummings, Director of Recreation and Parks

APPROVED BY: Greg Carpenter, City Manager

BACKGROUND & DISCUSSION:

Rental Rate Increase for Current Park Vista Tenants

On December 7, 2004, the City Council authorized monthly rental rate increases for current Park Vista tenants of 5% annually for the years of 2005, 2006, and 2007, and 4.25% for 2008. Additionally, the City Council authorized the Senior Housing Board Corporation the authority to increase the monthly rental rates for current Park Vista tenants on an annual basis based on the previous year’s Social Security Cost-of-Living Adjustment (COLA) minus a .25% adjustment to account for Medicare costs.

In 2009 and 2010, the Social Security COLA was 0%; therefore, rent increases were not imposed by the
Senior Housing Board. The Social Security COLAs for 2011 and 2012 were 3.6% and 1.7%, respectively. However, the Senior Housing Board elected not to raise current rental rates due to sufficiently funded financial reserves.

The Park Vista Senior Apartment Complex is currently undergoing an entire roof replacement and other major improvements that will significantly reduce the amount of reserves. Additionally, the Board has seen a steady increase in operational costs such as utility prices, insurance premiums, and general maintenance as the building ages.

On October 23, 2013, the Senior Housing Board created a sub-committee including three Senior Housing Board members – Jim de Cordova, Laura Freeman, and Terry Sue Aikens – to analyze and review the need for future rent rate adjustments and to ultimately make recommendations to the Board. The sub-committee’s presentation and recommendations were made on December 19, 2013, and the Senior Housing Board voted to support the following:

- Although the Social Security COLA for 2013 was 1.5% and the Board is pre-authorized to execute a rental rate increase of 1.25% without further Council action, the Board unanimously voted to seek authorization to increase monthly rental rates for current tenants by 2%, effective March 1, 2014.
- Given the fact that rent increases were not implemented in 2011 and 2012, the sub-committee recommended a 2% rental increase for 2014 based on a ten-year average of the Social Security COLA of 2.45%, and accounting for the .25% Medicare offset adjustment.
- The current Senior Housing Board believes that incremental annual increases are more practical for the residents and the fiscal future of the facility than larger increases implemented only when the immediate need arises. Additionally, the annual operating budget for Park Vista has an average annual increase of expenses of 4% and the Board suggests that rental income should increase accordingly.
- Therefore, the sub-committee and the Senior Housing Board recommend that rental rates should be increased annually utilizing the formula of a 10-year average Social Security COLA minus .25% for a Medicare offset, with a minimum floor set at 2%.

A 2% increase will collect approximately $10,000 in additional rental income for the 2014 calendar year. The chart below illustrates a 2% monthly rental increase per unit:

<table>
<thead>
<tr>
<th>Park Vista</th>
<th>2013 Monthly Rent Rates</th>
<th>2% Increase</th>
</tr>
</thead>
<tbody>
<tr>
<td>Single</td>
<td>$478</td>
<td>$488</td>
</tr>
<tr>
<td>Small 1 Bedroom</td>
<td>$530</td>
<td>$541</td>
</tr>
<tr>
<td>Large 1 Bedroom</td>
<td>$567</td>
<td>$578</td>
</tr>
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</table>

Setting New Rental Rates for Incoming Tenants

Also on December 7, 2004, the City Council set forth the guideline to set annual rent rates for incoming tenants at the rate of 45% of fair market rental value as concluded by a market analysis conducted by the contracted management company. At their meeting on December 19, 2013, the Senior Housing Board discussed the fair market value of comparable apartments within the City of El Segundo and also noted that Park Vista is determined to be “affordable living” rather than “low-income housing”. The above-mentioned sub-committee charged with reviewing rental rates also noted that the current Park Vista
rental rates are well below guidelines for government-subsidized housing in other areas within Los Angeles County. The Board voted to seek approval from the City Council to set incoming monthly rates at 50% of fair market rental value. The chart below illustrates the difference in the various rates:

<table>
<thead>
<tr>
<th></th>
<th>El Segundo</th>
<th></th>
<th>Park Vista</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Market Rate</td>
<td>45%</td>
<td>50%</td>
<td></td>
</tr>
<tr>
<td>Single</td>
<td>$950</td>
<td>$428</td>
<td>$475</td>
<td></td>
</tr>
<tr>
<td>Small 1 Bedroom</td>
<td>$1,250</td>
<td>$563</td>
<td>$625</td>
<td></td>
</tr>
<tr>
<td>Large 1 Bedroom</td>
<td>$1,325</td>
<td>$596</td>
<td>$663</td>
<td></td>
</tr>
</tbody>
</table>
Park Vista 2014 Rental Adjustments for City Council Approval

presentation
Prepared by
Jim deCordova, Laura Freeman and Terry Sue Aikens
Subcommittee Mission

- The rental rate subcommittee was formed pursuant to, and consistent with the intent of the City Council when the Senior Housing Project was conceived.
- The Park Vista Board of Directors are charged with establishing and maintaining a range of rental rates as part of their duties to support, and maintain a quality living opportunity for El Segundo Seniors.
- The rates are designed to reflect a realistic approach in the operational needs of the property.
- To ensure a proper operating budget, and an appropriate maintenance reserve.
Park Vista Rents

- **Review of current Park Vista rents**
  - A comparison of our actual Park Vista monthly rents vs. Park Vista current market rents shows a monthly income short fall of ~$2,396.00
  - And an annual income short fall of ~$28,752.00 from our current market rents
  - Park Vista has had no rental increase since 2008
  - **Park Vista Annual operating budget has been increasing at ~4 to 6% per annum**

- **Review & Recommendation (History)**
  - Pursuant to City Council meeting minutes dated 12-07-04 (exhibit 1) wherein the council recommended, and passed (5/0) the provision for the Park Vista Board the authority
  - To Increase annual rents tied to Social Security with an off set of .25% for Medicare

The **Park Vista Board** review of Social Security increases over the last 11 years show an average increase of only 2.45%.

**The Park Vista Board Passed** annual rental increases of 2.0% to include the offset of .25% for Medicare.

With annual rental increases tied to the 10 year average for Social security increases. With minimum floor being set at 2% minimum per annum to cover anticipated Park Vista expenses.
Summary of request for Council approval

- The Park Vista Board has passed the following rent related motions and is asking for Council approval
  - A rent increase of 2% for 2014 for current Park Vista residents
  - A annual rental adjustment tied to a 10 year Social Security average
  - With a annual minimum floor of 2% after Park Vista Board review

- A reset of rents for future tenants to 50% of market rents as established by the current management company.
  (Current rents at 45% of market)
**Cost-Of-Living Adjustments**

Automatic Determinations Since 1975, Social Security general benefit increases have been cost-of-living adjustments or COLAs. The 1975-82 COLAs were effective with Social Security benefits payable for June in each of those years; thereafter COLAs have been effective with benefits payable for December.

SSI payment rates increase with COLA

Prior to 1975, Social Security benefit increases were set by legislation.

<table>
<thead>
<tr>
<th>Year</th>
<th>COLA</th>
<th>Year</th>
<th>COLA</th>
<th>Year</th>
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<td>2005</td>
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<td>3.7</td>
<td>2006</td>
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<td>1992</td>
<td>3.0</td>
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<td>2010</td>
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<td>4.0</td>
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<td>4.7</td>
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AGENDA DESCRIPTION:

Consideration and possible action regarding a request from Tree Musketeers to waive fees for the use of City resources and staff time associated with their Arbor Day event on March 8, 2014. (Fiscal Impact: $1158.28)

RECOMMENDED COUNCIL ACTION:

1. Approve/Deny the request from Tree Musketeers to waive fees for the use of City resources and staff time associated with their Arbor Day event.
2. Alternatively, discuss and take other action related to this item.

ATTACHED SUPPORTING DOCUMENTS:

1. Letter from Tree Musketeers
2. Fees for City Equipment and Staff

FISCAL IMPACT: $1158.28

Amount Budgeted: $0
Additional Appropriation: $234.48
Account Number(s): 001-400-5102-4103 ($84.48)
001-400-5294-4102 ($150.00)

PREPARED BY: Jackie Day, Administrative Specialist
REVIEWED BY: Bob Cummings, Director of Recreation and Parks
APPROVED BY: Greg Carpenter, City Manager

BACKGROUND & DISCUSSION:

In previous years, fees for the Tree Musketeers Arbor Day event have been waived as a part of the Special Event Fee Waiver list approved by City Council, which expired at the end of 2013.

At the December 3, 2013 City Council meeting an agenda item was presented before City Council for discussion and action for the continuation or revision of waived fees associated with special events that have previously been granted fee waivers. At that time, City Council formed a Subcommittee to review the process of waiving fees and to make recommendations regarding the extent to which fees will be waived going forward. The Subcommittee has not yet finalized a recommendation on this item.

On March 8, 2014, Tree Musketeers is hosting an Arbor Day event, which includes the planting and care of trees on City of Los Angeles owned property on Grand Avenue between Vista Del Mar and Loma Vista Street.

Tree Musketeers has requested the City to provide the following for their Arbor Day Event:

- Portable Sound System
- Portable Stage
- 22 Tables
- 118 Chairs
- 7 Canopies
- 4 RSVP's to staff street barricades
- Shuttle Buses and Staff
- Delivery and pick-up of City equipment
- ESFD to water trees
- 8 trash cans
- 10 Receptacles for recyclables
- El Segundo TV Coverage

Staffing cost for the event is $234.48 which includes $84.48 for delivery and pick-up of City property and $150.00 for staff to operate the shuttle buses.

While there is not an established fee structure for the use of City equipment, based on charges from equipment rental companies in the area, staff estimates the value of the requested City property for this event to be $923.80.
January 16, 2014

City Manager Greg Carpenter
City of El Segundo
350 Main Street
El Segundo, CA 90245

Dear Mr. Carpenter,

El Segundo’s 27th Annual Arbor Day Celebration is scheduled for March 8, 2014. It is a pleasure for TREE MUSKETEERS to partner with the City in hosting these events that not only help qualify El Segundo as a Tree City USA, but are part of that “Mayberry effect” that attracts businesses and residents alike to our community. We expect approximately 350 participants for the event, which takes place from 9:30am-12:00pm, culminating with a closing ceremony and lunch provided by Chevron.

Activities will involve replanting the 21 Millennium Trees along West Grand Avenue that were removed by DWP for street widening and caring for the remainder. This will return the thoroughfare that connects El Segundo with its beach to the more welcoming entrance to town it has been since 300 community members greened the street in 2000.

None of the event or street blockage will be on City of El Segundo property, so a waiver of permit fees is not required nor is staff time requested other than what is necessary to deliver borrowed equipment. The following City support will be very much appreciated:

- Use of the Joslyn Center meeting room on Thursday, March 6th, from 4:30-7:30pm;
- 5-10 collection receptacles for recyclable trash;
- Portable stage and sound system;
- City shuttle buses to transport volunteers from Chevron Parking lots to the event;
- 7 canopies with tables and chairs;
- 4 RSVPs to staff street barricades; and
- Fire Department to water trees at or around 11:30am on March 8th.

Thank you for investing in a project that will beautify El Segundo, help combat global warming, and stimulate community involvement. We look forward to a great event.

Sincerely,

Gail Church
Executive Director
## Tree Musketeers Arbor Day Event

### Estimated City Fees

<table>
<thead>
<tr>
<th>Item</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Portable Sound System</td>
<td>$180.00</td>
</tr>
<tr>
<td>Portable Stage</td>
<td>$50.00</td>
</tr>
<tr>
<td>22 Tables</td>
<td>$173.80</td>
</tr>
<tr>
<td>118 Chairs</td>
<td>$94.40</td>
</tr>
<tr>
<td>7 Canopies</td>
<td>$280.00</td>
</tr>
<tr>
<td>8 Trash Cans</td>
<td>$63.60</td>
</tr>
<tr>
<td>Flatbed Truck to transport equip.</td>
<td>$82.00</td>
</tr>
<tr>
<td>ESFD to water trees</td>
<td>No Chg</td>
</tr>
<tr>
<td>4 RSVP's to staff street barricades</td>
<td>No Chg</td>
</tr>
<tr>
<td>10 Receptacles for recyclables</td>
<td>No Chg</td>
</tr>
<tr>
<td>El Segundo TV Event Coverage</td>
<td>No Chg</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$923.80</strong></td>
</tr>
</tbody>
</table>

### Established City Fees

<table>
<thead>
<tr>
<th>Item</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Parks Staff</td>
<td>$84.48</td>
</tr>
<tr>
<td>Transportation Staff</td>
<td>$150.00</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$234.48</strong></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$1,158.28</strong></td>
</tr>
</tbody>
</table>
AGENDA DESCRIPTION:

Consideration and possible action authorizing the City Manager to purchase a hybrid vehicle for use by the Parks Division of The Recreation and Parks Department  (Fiscal Impact: $27,100.)

RECOMMENDED COUNCIL ACTION:

1. Pursuant to El Segundo Municipal Code 1-7-11, waive the bidding process and purchase (1) Ford C-Max hybrid vehicle for use by the Recreation and Parks Department; using Air Quality Management District (AQMD) funds.

2. Authorize the City Manager to execute an agreement, in a form approved by the City Attorney, to purchase a Ford C-Max hybrid vehicle for use by the Recreation and Parks Department; using Air Quality Management District (AQMD) funds.

3. Alternatively, discuss and take other action related to this item.

ATTACHED SUPPORTING DOCUMENTS:

NJPA Quote

FISCAL IMPACT: $27,100.00

Amount Budgeted: $0
Additional Appropriation: Yes, $27,100.00
Account Number(s): 115-400-0000-8105 - AQMD - Capital Outlay - Automotive

ORIGINATED BY: Mark Trujillo, Parks Superintendent
REVIEWED BY: Bob Cummings, Recreation & Parks Director
APPROVED BY: Greg Carpenter, City Manager

BACKGROUND AND DISCUSSION:

The Parks Division within the Recreation and Parks Department has one vehicle that is used by the Superintendent which is a repurposed police vehicle that is now past its useful life and overdue for replacement.

In 1990, Assembly Bill 2766 (Subvention Fund Program) was signed into law authorizing a $2.00 motor vehicle registration fee surcharge, with a subsequent increase to $4.00 in 1992. The bill requires that the surcharge be used to reduce air pollution from motor vehicles in support of the California Clean Air Act of 1988. Local jurisdictions receive 40% of the $4.00 charge on a pro-rata share of the population to implement AB2766 projects that reduce mobile source emissions.
Each year, the City of El Segundo receives approximately $17,000 in funding from the South Coast Air Quality Management District (AQMD), the regional authority that oversees AB2766. Currently, El Segundo has enough AQMD funds available to purchase a new hybrid vehicle for the City’s fleet.

Staff is committed to reducing mobile emissions from its fleet wherever possible and, as described above, has identified the vehicle that qualifies for replacement with more fuel efficient alternatives. Therefore staff recommends that City Council approve the following actions, which meet the intent of AB2766:

1. Approve the replacement of the vehicle to be used for the Parks Division.
2. Authorize the appropriation of $27,100 of AQMD funds to purchase the vehicle.

The $27,100.00 will cover the full cost of the vehicle, taxes, and delivery. Additionally, replacing this vehicle will have several positive benefits, which include:

- It will permanently be removed from the City’s Equipment Replacement general fund liability and instead transition to future replacements using AB2766 funds.
- The life of the vehicle will be extended from 5 years to 15 years (or longer) because it will not be subject to prior wear and tear that is customary in police use.
- Gas savings will be instantly realized with the purchase of the new vehicle. Staff anticipates more than $3,300 in savings will occur over the 15-life of this car.
- Maintenance needs/cost and associated staff time will be significantly reduced for the full 15-life of the car.
- In support of AB2766, greenhouse gas emissions will be significantly reduced given the gas/electric hybrid fuel efficiency of the new car.

Lastly, this vehicle has been quoted using the National Joint Powers Alliance (NJPA) contract for government pricing. City Council can elect to waive the bidding process under El Segundo Municipal Code 1-7-11 and instead opt to use government pricing through the NJPA.
2/21/2014

ARY MULLINS
CITY OF EL SEGUNDO
PUBLIC WORKS
50 MAIN ST
EL SEGUNDO, CA 90245

To GARY MULLINS,

National Auto Fleet Group is pleased to quote the following vehicle(s) for your consideration.

New/Unused (2014 Ford C-Max Hybrid (P5A) 5dr HB SE,) and delivered to your specified location, each for

<table>
<thead>
<tr>
<th>Description</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Base Price</td>
<td>$24,819.74</td>
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<tr>
<td>Tax (0.00 %)</td>
<td>$2,233.78</td>
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<tr>
<td>License Fee</td>
<td>$8.75</td>
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<tr>
<td>Total</td>
<td>$27,062.27</td>
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</table>

Please refer to the attached specifications. Price includes 1 additional key(s), and.

This vehicle(s) is available under the National Joint Powers Alliance Contract 102811. Please reference this Bid number on all purchase orders. Payment terms are Net 30 days after receipt of vehicle.

Thank you in advance for your consideration. Should you have any questions, please do not hesitate to call.

Sincerely,

John Ovlyach
National Fleet Manager
Mail: john.ovlyach@verizon.net
Phone: 562-618-0928
Fax: 562-684-4672

[Logos of various car brands]
In order to Finalize your Quote, please submit this purchase packet to your governing body for Purchase Order Approval. Once you issue a Purchase Order please send by:

Fax: (831) 480-8497

Mail: National Auto Fleet Group
490 Auto Center Drive
Watsonville, CA 95076

Email: Jcooper@nationalautofleetgroup.com

We will then send a W-9 if you need one

Please contact our main office with any questions:
1-855-289-6572
### Vehicle Configuration Options

**ENGINE**

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
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</thead>
<tbody>
<tr>
<td>99U</td>
<td>ENGINE: 2.0L ATKINSON-CYCLE I-4 HYBRID, (STD)</td>
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**TRANSMISSION**

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<tr>
<th>Code</th>
<th>Description</th>
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<tr>
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<td>TRANSMISSION: CONTINUOUSLY VARIABLE, (STD)</td>
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**Tires**

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<tr>
<th>Code</th>
<th>Description</th>
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<tbody>
<tr>
<td>'DH</td>
<td>TIRES: P225/50R17 AS BSW, (STD)</td>
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**Primary Paint**

<table>
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<tr>
<th>Code</th>
<th>Description</th>
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</thead>
<tbody>
<tr>
<td>'Z</td>
<td>OXFORD WHITE</td>
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**Paint Scheme**

<table>
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<tr>
<th>Code</th>
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<tbody>
<tr>
<td></td>
<td>STANDARD PAINT</td>
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</table>

**Seat Type**

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
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</thead>
<tbody>
<tr>
<td>'W</td>
<td>CHARCOAL BLACK, CLOTH FRONT BUCKET SEATS, -inc: 6-way adjustable driver seat, 4-way adjustable passenger seat and 4-way adjustable headrests</td>
</tr>
</tbody>
</table>

**Additional Equipment**

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
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</thead>
<tbody>
<tr>
<td>22</td>
<td>CALIFORNIA SULEV EMISSIONS SYSTEM, -inc: Required code for California Emissions States registration</td>
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<tr>
<td>42</td>
<td>DAYTIME RUNNING LIGHTS</td>
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</tbody>
</table>

**Option Package**

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
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<tbody>
<tr>
<td>00A</td>
<td>EQUIPMENT GROUP 200A, -inc: Cloth Front Bucket Seats</td>
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</table>

**UP Thru Codes**

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
</tr>
</thead>
</table>
# 2014 Fleet/Non-Retail Ford C-Max Hybrid 5dr HB SE

## WINDOW STICKER

<table>
<thead>
<tr>
<th>CODE</th>
<th>MODEL</th>
<th>MSRP</th>
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<tbody>
<tr>
<td>P5A</td>
<td>2014 Ford C-Max Hybrid 5dr HB SE</td>
<td>$25,170.00</td>
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</table>

### OPTIONS

<table>
<thead>
<tr>
<th>CODE</th>
<th>Option Description</th>
<th>Price</th>
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</thead>
<tbody>
<tr>
<td>99U</td>
<td>ENGINE: 2.0L ATKINSON-CYCLE I-4 HYBRID, (STD)</td>
<td>$0.00</td>
</tr>
<tr>
<td></td>
<td>TRANSMISSION: CONTINUOUSLY VARIABLE, (STD)</td>
<td>$0.00</td>
</tr>
<tr>
<td>TDH</td>
<td>TIRES: P225/50R17 AS BSW, (STD)</td>
<td>$0.00</td>
</tr>
<tr>
<td>YZ</td>
<td>OXFORD WHITE</td>
<td>$0.00</td>
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<tr>
<td></td>
<td>STANDARD PAINT</td>
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</tr>
<tr>
<td>CW</td>
<td>CHARCOAL BLACK, CLOTH FRONT BUCKET SEATS, -Inc: 6-way adjustable driver seat, 4-way adjustable passenger seat and 4-way adjustable headrests</td>
<td>$0.00</td>
</tr>
<tr>
<td>422</td>
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<tr>
<td>942</td>
<td>DAYTIME RUNNING LIGHTS</td>
<td>$45.00</td>
</tr>
<tr>
<td>200A</td>
<td>EQUIPMENT GROUP 200A, -Inc: Cloth Front Bucket Seats</td>
<td>$0.00</td>
</tr>
</tbody>
</table>

**SUBTOTAL**

$25,215.00

- Advert Adjustments
- Manufacturer Destination Charge: $925.00

**TOTAL PRICE**

$26,040.00

*Est. City: N/A MPG*
*Est. Highway: N/A MPG*
*Est. Highway Cruising Range: N/A mi*

*Note: Performance-related calculations are offered solely as guidelines. Actual unit performance will depend on your operating conditions.*
## Standard Equipment

### MECHANICAL

- Engine: 2.0L Atkinson-Cycle I-4 Hybrid
- Transmission: Continuously Variable
- 30 State System - Inc: Standard equipment on vehicles shipped to Federal Emissions State or Cross Border State dealers
- Engine Auto Stop-Start Feature
- Front-Wheel Drive
- 2.57 Axle Ratio
- 190CCA Maintenance-Free Battery w/Run Down Protection
- Hybrid Electric Motor
- 31-Pressurized Shock Absorbers
- Front and Rear Anti-Roll Bars
- Electric Power-Assist Speed-Sensing Steering
- 3.5 Gal. Fuel Tank
- Single Stainless Steel Exhaust
- Short Front Suspension w/Coil Springs
- Multi-Link Rear Suspension w/Coil Springs
- Regenerative 4-Wheel Disc Brakes w/4-Wheel ABS, Front Vented Discs and Panic Brake Assist
- Brake Actuated Limited Slip Differential
- Lithium Ion Traction Battery

### EXTERIOR

- Wheels: 17" Machined Aluminum
- Tires: P225/50R17 AS BSW
- Spare Tire Air Compressor
- Clearcoat Paint
- Body-Colored Front Bumper
- Body-Colored Rear Bumper
- Body Side Windows Trim and Black Front Windshield Trim
- Body-Colored Door Handles
- Body-Colored Power Side Mirrors w/Convex Spotter, Manual Folding and Turn Signal Indicator
- Fixed Rear Window w/Fixed Interval Wiper, Heated Wiper Park and Defroster
- Light Tinted Glass
- Variable Intermittent Wipers
- Silver Galvanized Steel Panels
- Lip Spoiler
- Metal-Look Grille
- Fullgate Rear Cargo Access
- Fullgate/Rear Door Lock Included w/Power Door Locks
- Full Automatic Aero-Composite Halogen Headlamps w/Delay-Off

### ENTERTAINMENT

- Audio: AM/FM/CD/MP3 - Inc: 6 speakers, aux input jack and USB
- Audio w/Seek-Scan, Clock, Speed Compensated Volume Control, Steering Wheel Controls, Voice Activation and Radio

---

247
CALL, SERVICE, AND DELIVER LETTER

DATA SYSTEM
SYNC Communications & Entertainment System -Inc: 911 Assist, VHR, AppLink, Bluetooth, steering wheel controls, USB port and auxiliary input jack

Wireless Streaming

Integrated Roof Antenna

3 LCD Monitors In The Front

INTERIOR
Cloth Bucket Front Seats w/Cloth Back Material
1-Way Driver Seat
1-Way Passenger Seat
10-40 Folding Split-Bench Front Facing Fold Forward Seatback Cloth Rear Seat
Manual Tilt/Telescoping Steering Column
Instruments -Inc: Speedometer, Odometer, Tachometer, Traction Battery Level, Power/Regen, Traction Battery Temperature, Trip Odometer and Trip Computer
Power Rear Windows and Fixed 3rd Row Windows
SYNC Services Selective Service Internet Access
Leather/Metal-Look Steering Wheel
Front Cupholder
Rear Cupholder
12V DC Power Outlets
Compass
Remote Keyless Entry w/Integrated Key Transmitter, Illuminated Entry and Panic Button
Remote Releases -Inc: Power Trunk/Hatch and Power Fuel
druise Control w/Steering Wheel Controls
Dual Zona Front Automatic Air Conditioning
VAC -Inc: Underseat Ducts and Console Ducts
Non-Iuminated Glove Box
River Foot Rest
Interior Trim -Inc: Metal-Look Instrument Panel Insert, Metal-Look Door Panel Insert, Metal-Look Console Insert and Chrome And Metal-Look Interior Accents
ull Cloth Headliner
loth Door Trim Insert
Leather/Metal-Look Gear Shift Knob
ay-Night Rearview Mirror
River And Passenger Visor Vanity Mirrors w/Driver And Passenger Illumination
ull Floor Console w/Covered Storage, Mini Overhead Console w/Storage, 3 12V DC Power Outlets and 1 AC Power outlet
ntent Map Lights
ade-To-Off Interior Lighting
ull Carpet Floor Covering -Inc: Carpet Front And Rear Floor Mats
arpet Floor Trim
argo Area Concealed Storage
oll-Up Cargo Cover
go Features -Inc: Spare Tire Air Compressor
go Space Lights
Tell, service, and deliver letter

- OB Controls - Inc: Trunk/Hatch/Tailgate
- Interior Concealed Storage, Driver / Passenger And Rear Door Bins, 2nd Row Underseat Storage and Audio Media Storage
- Power 1st Row Windows w/ Front And Rear 1-Touch Up/Down
- Delayed Accessory Power
- Power Door Locks w/ Autolock Feature
- Systems Monitor
- Trip Computer
- Outside Temp Gauge
- Digital/ Analog Display
- Manual w/ Tilt Front Head Restraints and Manual Adjustable Rear Head Restraints
- Front Center Armrest
- Seatback Storage Pockets
- SecuriLock Anti-Theft Ignition (pats) Engine Immobilizer
- 12V DC Power Outlets and 1 AC Power Outlet
- Air Filtration

AFETY

- ADVANCETRAC w/ Roll Stability Control Electronic Stability Control (ESC) And Roll Stability Control (RSC)
- Traction Control
- Side Impact Beams
- Dual Stage Driver And Passenger Seat-Mounted Side Airbags
- Tire Specific Low Tire Pressure Warning
- Dual Stage Driver And Passenger Front Airbags
- Curtain 1st And 2nd Row Airbags
- Airbag Occupancy Sensor
- Knee Airbag
- Tykey System - Inc: Top Speed Limiter, Audio Volume Limiter, Early Low Fuel Warning, Programmable Sound Chimes
- Beltminder w/ Audio Mute
- Child Safety Locks
- Front Lap And Shoulder Safety Belts - Inc: Rear Center 3 Point, Height Adjusters and Pretensioners
EL SEGUNDO CITY COUNCIL
AGENDA STATEMENT

MEETING DATE: February 4, 2014
AGENDA HEADING: Consent Agenda

AGENDA DESCRIPTION:
Consideration and possible action to accept as complete the Installation of Soccer Field Netting Project at Campus El Segundo Athletic Field, Project No. PW 13-06 (Fiscal Impact: $13,900.00)

RECOMMENDED COUNCIL ACTION:
1. Accept the work as complete.
2. Authorize the City Clerk to file a Notice of Completion in the County Recorder's Office.
3. Alternatively, discuss and take other possible actions related to this item.

ATTACHED SUPPORTING DOCUMENTS:
Notice of Completion

FISCAL IMPACT: None

Amount Budgeted: $13,900.00
Additional Appropriation: N/A
Account Number(s): 001-400-5102-6206 (Parks Operation, Contractual Services)

ORIGINATED BY: Mark Trujillo, Parks Superintendent

REVIEWED BY: Stephanie Katsouleas, Public Works Director

APPROVED BY: Greg Carpenter, City Manager

BACKGROUND AND DISCUSSION:
On May 21, 2013, the City Council awarded a standard public works contract to West Coast Netting in the amount of $13,900.00 to install protective netting adjacent to the west field of the Campus El Segundo Athletic Field, located at 2201 E. Mariposa Avenue. The netting will prevent soccer balls from entering Nash Ave during Adult 7v7 Coed Soccer games.

Construction began January 6, 2014, and was successfully completed by West Coast Netting on January 16, 2014. A final inspection of the installation work was performed and completed per the plans and specifications. The final project cost is $13,900. Staff recommends that City Council accept the work performed by West Coast Netting as complete, and authorize the City Clerk to file a Notice of Completion with the County Recorder’s Office.

No outside design or inspection costs were needed. The final project cost to West Coast Netting, for the construction contract is as follows:

$13,900 Total Final Project Cost
NOTICE OF COMPLETION OF CONSTRUCTION PROJECT

Project Name: Installation of Soccer Field Netting at Campus El Segundo Athletic Field

Project No.: PW 13-06           Contract No. 4425

Notice is hereby given pursuant to State of California Civil Code Section 3093 et seq that:

1. The undersigned is an officer of the owner of the interest stated below in the property hereinafter described.

2. The full name of the owner is: City of El Segundo

3. The full address of the owner is: City Hall, 350 Main Street, El Segundo, CA, 90245

4. The nature of the interest of the owner is: Public Facilities

5. A work of improvement on the property hereinafter described was field reviewed by the City Engineer on January 27, 2014. The work done was: Install protective netting for the west soccer field, along Nash Ave.

6. On February 4, 2014, City Council of the City of El Segundo accepted the work of this contract as being complete and directed the recording of this Notice of Completion in the Office of the County Recorder.

7. The name of the Contractor for such work of improvement was: West Coast Netting

8. The property on which said work of improvement was completed is in the City of El Segundo, County of Los Angeles, State of California, and is described as follows: The Campus El Segundo Athletic Field.

9. The street address of said property is: 2201 E. Mariposa Ave. El Segundo, CA. 90245

Dated: ____________________________

Stephanie Katsouleas
Public Works Director

VERIFICATION

I, the undersigned, say: I am the Director of Public Works/City Engineer of the City of El Segundo, the declarant of the foregoing Notice of Completion; I have read said Notice of Completion and know the contents thereof; the same is true of my own knowledge.

I declare under penalty of perjury the foregoing is true and correct.

Executed on ________________________, 2014 at El Segundo, California.

Stephanie Katsouleas
Public Works Director
EL SEGUNDO CITY COUNCIL
AGENDA STATEMENT

AGENDA DESCRIPTION:
Consideration and possible action to accept as complete the Maple Avenue Street Improvements Project, Project No. PW 12-09 (Fiscal Impact: $2,156,852.72 grant reimbursement)

RECOMMENDED COUNCIL ACTION:
1. Accept the work as complete.
2. Authorize the City Clerk to file a Notice of Completion in the County Recorder's Office.
3. Alternatively, discuss and take other possible actions related to this item.

ATTACHED SUPPORTING DOCUMENTS:
Notice of Completion

FISCAL IMPACT: Included in Adopted Budget
Amount Budgeted: $2,156,852.72
Additional Appropriation: No
Account Number(s): 110-400-8203-8374 (Measure R Reimbursement Grant)

ORIGINATED BY: Ariane Bola, Senior Engineer Associate
REVIEWED BY: Stephanie Katsouleas, Public Works Director
APPROVED BY: Greg Carpenter, City Manager

BACKGROUND AND DISCUSSION:
In October 4, 2011, the City of El Segundo received a $2.5 million reimbursement grant award and entered a Funding Agreement with the Los Angeles County Metropolitan Transportation Authority to make arterial improvements to Maple Ave., between Sepulveda Blvd. and Nash St. The grant reimburses the City 100% of the cost associated with the Maple Ave. Improvement Project. The proposed improvements consist of:

- Improving storm water and runoff drainage near the intersection of Nash St. and Maple Ave. by connecting a new storm drain to the existing network at Nash St. and Mariposa Ave.
- Improving the roadway surface for a better traveling experience.
- Creating center travel medians for safer left turns in and out of adjacent businesses.
- Providing aesthetic enhancements (center landscaping) with colorful, drought-tolerant plants.
- Improve crosswalks (consolidating, surfacing puck lighting, center island refuge) and sidewalks, meeting ADA requirements.
- Maintaining one lane for travel and one lane for parking (current conditions)
On March 20, 2012, the City Council authorized the City Manager to execute a Professional Services Agreement with APA Engineering, Inc. for the design of storm drain and street improvements on Maple Avenue in the amount of $154,370.00. The design was later approved by the City Council on August 21, 2012. The final contract cost with approved change orders for a storm drain redesign was $177,745.37.

On May 21, 2013, City Council awarded a standard public works contract to GMC Engineering Inc. in the amount of $1,677,637.70 for construction of Maple Ave. arterial improvements and allocated an additional $250,168.30 for construction-related contingencies. City Council also awarded a professional services agreement to AKM Consulting Engineers to provide construction inspection for the Maple Avenue Street Improvements Project in the amount of $92,694.00 with an additional $15,000 for contingencies, which was further increased to $35,000 by City Council on October 15, 2013 as a result of weekend and overtime work performed by the inspector.

Construction began on July 8, 2013 and was successfully completed by GMC Engineering, Inc. on December 17, 2013. Total expenditures for the project were ultimately $2,156,852.72 as summarized below. Staff recommends that City Council accept the work performed by GMC Engineering as complete and authorize the City Clerk to file a Notice of Completion with the County Recorder’s Office.

The final project costs are as follows:

**Budget**

- $177,745.37 APA Engineering, Inc. Contract for Project Design
- $1,677,637.70 GMC Engineering, Inc. Contract for Construction
- $173,775.65 Final Construction Change Orders
- $92,694.00 AKM Consulting Engineers, Inc. Contract for Inspection Services
- $35,000.00 Additional Inspection Services

**Total Final Project Cost** $2,156,852.72
NOTICE OF COMPLETION OF CONSTRUCTION PROJECT

Project Name: Maple Avenue Street Improvements

Project No.: PW 12-09  Contract No. 4429

Notice is hereby given pursuant to State of California Civil Code Section 3093 et seq that:

1. The undersigned is an officer of the owner of the interest stated below in the property hereinafter described.

2. The full name of the owner is: City of El Segundo

3. The full address of the owner is: City Hall, 350 Main Street, El Segundo, CA, 90245

4. The nature of the interest of the owner is: Public Facilities

5. A work of improvement on the property hereinafter described was field reviewed by the City Engineer on December 17, 2013. The work done was: Storm Drain System and Street Improvements

6. On January 21, 2014, City Council of the City of El Segundo accepted the work of this contract as being complete and directed the recording of this Notice of Completion in the Office of the County Recorder.

7. The name of the Contractor for such work of improvement was: GMC Engineering, Inc.

8. The property on which said work of improvement was completed is in the City of El Segundo, County of Los Angeles, State of California, and is described as follows: Storm drain system installation and street improvements on Maple Ave. between Sepulveda Blvd. and Nash St. and Nash St. between Maple Ave. and Mariposa Ave.

9. The street address of said property is: Maple Ave. in El Segundo, CA 90245

Dated: ______________________  Stephanie Katsouleas
                                      Public Works Director

VERIFICATION

I, the undersigned, say: I am the Director of Public Works/City Engineer of the City El Segundo, the declarant of the foregoing Notice of Completion; I have read said Notice of Completion and know the contents thereof; the same is true of my own knowledge.

I declare under penalty of perjury the foregoing is true and correct.

Executed on ____________________, 2014 at El Segundo, California.

Stephanie Katsouleas
Public Works Director
AGENDA DESCRIPTION:
Consideration and possible action regarding modification of an existing Alcoholic Beverage Control (ABC) license for on-site sale and consumption of alcohol (Type 47 Alcoholic Beverage Control License) at Rock and Brews restaurant located at 139-147 Main Street. (Fiscal Impact: N/A)

RECOMMENDED COUNCIL ACTION:
1. Receive and file this report without objecting to an expansion of a Type 47 ABC license at 139-147 Main Street; and/or,
2. Alternatively, discuss and take other possible action related to this item.

ATTACHED SUPPORTING DOCUMENTS:
1. Crime and Arrest Statistics by Reporting Districts (RD)
2. Police Reporting Districts Map
3. Planning Commission Staff Report dated December 12, 2013
4. Approval Letter to Applicant dated January 22, 2014

FISCAL IMPACT: None
Amount Budgeted: N/A
Additional Appropriation: N/A
Account Number(s): N/A

ORIGINATED BY: Kimberly Christensen, AICP, Planning Manager
REVIEWED BY: Sam Lee, Director of Planning and Building Safety
APPROVED BY: Greg Carpenter, City Manager

BACKGROUND AND DISCUSSION:

I. Background

In 1995, the City Council directed staff to bring all future ABC licenses to it for review. For alcohol sales at restaurants, California regulations require a 30-day review and comment period after notifying local police and planning departments. The grounds of a protest, if any, should relate to public health, safety or welfare concerns. Based upon previous Council direction, staff is providing background information regarding this application.
II. Analysis

According to the most recent Crime and Arrest statistics report (January – December 2013, Exhibit 1) prepared by the Police Department, the proposed restaurant is located in Reporting District (RD) 112. Based on 2013 reported data prepared by the Police Department, the district had a total of 18 Part I crimes (criminal homicide, forcible rape, robbery, aggravated assault, burglary, larceny-theft, motor vehicle theft and arson), and 5 felony and misdemeanor arrests. The Reporting District is considered a high crime area with a total of 23 Part I crimes and all arrests for other crimes reported between January and December 2013. However, the Police Department and the Planning and Building Safety Department do not object to a new ABC license for the proposed restaurant.

This license request will allow modification of the sale of beer and wine in conjunction with the operations of a restaurant. A request for a license modification is required, because the applicant is: a) increasing the area that is licensed for alcohol service; and b) changing the type of alcohol service to include beer, wine, and distilled spirits. The applicant’s proposed hours for alcohol sales will be the same as the hours the restaurant is open. The restaurant’s hours of operation are limited from 6:00 a.m. to 12:00 a.m. Sunday through Thursday and from 6:00 a.m. to 1:00 a.m. on Fridays, Saturdays, Federal holidays, Christmas Eve, and New Year’s Eve.

On December 5, 2013, the Director of Planning and Building Safety approved an Administrative Use Permit application (EA No. 1012 and AUP No. 13-01) for 139-147 Main Street. The Director’s decision was forwarded to the Planning Commission on December 12, 2013. On December 12, 2013, the Planning Commission chose to modify the conditions of approval regarding the hours of operation and alcohol service. The Planning Commission modified the closing time for Fridays, Saturdays, Federal holidays, Christmas Eve, and New Year’s Eve from 2:00 A.M. to 1:00 A.M. On January 22, 2014, the Director issued a revised approval consistent with the Planning Commission’s direction.

ABC license review requires mandatory findings that are regulated by the Department of Alcoholic Beverage Control. The City’s AUP process is separate. The Department of Alcoholic Beverage Control (ABC) is responsible for running a complete background check on all alcohol license applicants, as well as conducting site inspections, before issuing any type of alcohol license.

III. Conclusion

Planning staff recommends that the Council receive and file this report without objecting to an modified Type 47 ABC license at 139-147 Main Street.
### REPORTED PERIOD: JANUARY – DECEMBER, 2013
### PART I CRIMES AND ARRESTS BY REPORTING DISTRICT (RD)

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<th>REPORTING DISTRICT</th>
<th>PART I CRIMES</th>
<th>FELONY/MISD ARRESTS</th>
<th>TOTAL</th>
<th>AVERAGE BY RD PERCENTAGE +/-</th>
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## Totals
- Number of Reporting Districts = 53
- Average # of Part I Crimes per Reporting District = 11
- Average # of Felony/Misdemeanor Part I Crime Arrests per Reporting District = 3
- Average # of Crimes and Arrests per Reporting District = 3

(Results from 01/01/2013 through 12/31/2013)

High Crime Area per B&P Code Section 23958.4 = >20%

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**TOTALS**: 581 141 722

Number of Reporting Districts = 53
Average # of Part I Crimes per Reporting District = 11
Average # of Felony/Misdemeanor Part I Crime Arrests per Reporting District = 3
Average # of Crimes and Arrests per Reporting District = 14
(Results from 01/01/2013 through 12/31/2013)

**High Crime Area per B&P Code Section 23958.4 = >20%**
CITY OF EL SEGUNDO

PLANNING COMMISSION STAFF REPORT

PUBLIC HEARING: December 12, 2013

SUBJECT: Environmental Assessment No. EA-1012, Conditional Use Permit No. CUP 13-02, Architectural Design Review No. MISC 13-01, Adjustment No. ADJ 13-08, and Administrative Use Permit No. AUP 13-01

APPLICANT: Rock and Brews – David Furano

PROPERTY OWNER: 139 Main Street, LLC and Garden on Main, LLC – David Furano

REQUEST: A request for approval of an Environmental Assessment; a modification of a Conditional Use Permit for outdoor live entertainment with dancing and amplified sound; approval of an Architectural Design Review for an addition and remodeling of the building, and an expansion of an outdoor dining area for an existing restaurant; approval of an Adjustment to allow three substandard parking spaces; and a modification to an Administrative Use Permit to allow onsite sale and consumption of beer, wine, and distilled spirits (Type 47 ABC License)

PROPERTY INVOLVED: 139-147 Main Street

I. INTRODUCTION

The proposed project is a request for: 1) an Environmental Assessment; 2) a modification to a Conditional Use Permit for outdoor entertainment including live bands, dancing, and amplified sound; 3) approval of an Architectural Design Review of an addition to the building, and an expansion of an outdoor dining area for an existing restaurant; 4) an Adjustment to allow three parking spaces to deviate from the minimum stall depth; and 5) a modification to an Administrative Use Permit to allow onsite sale and consumption of beer, wine, and distilled spirits (Type 47 ABC License).
License) for the Rock and Brews restaurant located at 139-147 Main Street in the Main Street Transitional District (MSTD) of the Downtown Specific Plan (DSP). The Director made the necessary findings and approved Administrative Use Permit No. AUP 13-01 on December 5, 2013 (see Exhibit B).

II. RECOMMENDATION

Planning Staff recommends that the Planning Commission: 1) review the facts and findings contained within this report; 2) adopt Resolution No. 2746 approving Environmental Assessment No. EA-1012, Conditional Use Permit No. CUP 13-02, Adjustment No. ADJ 13-08, and Architectural Design Review MISC 13-01 with conditions; and 3) Receive and File Administrative Use Permit No. AUP 13-01.

III. BACKGROUND

Site Description

The project site is located at the southwest corner of Franklin Avenue and Main Street in the Main Street Transitional District (MSTD) of the Downtown Specific Plan (DSP). It is developed with a single-story, 2,762 square-foot restaurant building and a 3,090 square-foot outdoor dining area containing 180 seats. The restaurant building is located in the southeast corner of the property along Main Street and the outdoor dining area extends from the restaurant building to the northern property line and faces Main Street and Franklin Avenue. The west portion of the site is developed with two levels of parking containing 31 parking spaces.

Surrounding Land Uses

The subject site is surrounded by other commercial office, retail, and restaurant uses. The surrounding land uses are as follows:

<table>
<thead>
<tr>
<th>Direction</th>
<th>Land Use</th>
<th>Zone</th>
</tr>
</thead>
</table>
| North     | Restaurant                    | Main Street Transitional District (MSTD)  
                                      Downtown Specific Plan (DSP) |
| East      | Office and Brewery            | Main Street Transitional District (MSTD)  
                                      Downtown Specific Plan (DSP) |
| South     | Hair Salon                    | Main Street Transitional District (MSTD)  
                                      Downtown Specific Plan (DSP) |
| West      | Art Studio, Banquet Hall, and Parking Lot | Richmond Street District (RSD)  
                                      Downtown Specific Plan (DSP) |
**Site Permit History**

On December 15, 2011, the Planning Commission adopted Resolution No. 2713 approving Environmental Assessment No. EA-963, Conditional Use Permit No. CUP 11-12, and Architectural Design Review No. MISC 11-08 to allow: 1) a remodel and expansion of the restaurant building; 2) expansion of the outdoor dining area; and 3) reconfiguration of the parking lot. The Planning Director also approved Administrative Use Permit No. AUP 11-14 modifying the area of alcohol service in conjunction with the restaurant and outdoor dining area expansion.

On December 13, 2012, the Planning Commission reviewed the restaurant’s compliance with the conditions of approval. The restaurant owner indicated his intent to make certain changes to the approved restaurant design and operations and that he would submit a request to modify the project approvals. Subsequently, on January 31, 2013, the applicant submitted the subject request for Environmental Assessment No. EA-1012, Conditional Use Permit No. CUP 13-02, Administrative Use Permit No. AUP 13-01, Adjustment No. ADJ 13-08, and Architectural Design Review No. MISC 13-01).

**Project description**

The proposed project consists of: 1) an interior remodel of the existing building; 2) a remodel and expansion of the outdoor dining and entertainment area; 3) modifications to the parking and landscaping onsite; 4) modifications to the area, hours, and type of alcohol service; and 5) modifications to the outdoor entertainment restrictions. The proposed changes are described in more detail below.

**Building remodel**

The interior remodel of the restaurant consists of: 1) converting the previously approved arcade area into an employee break area; and 2) the addition of coffee and breakfast service including a pick-up area at the front portion of the building facing Main Street. The size of the building (2,762 square feet) will remain unchanged.

**Outdoor dining and entertainment area**

The outdoor dining and entertainment area remodel consists of an expansion and partial enclosure of the covered portion of the covered patio area. The reason for the expansion is that the applicant proposes to remove the previously approved outdoor waiter’s station and lavatory area for the restrooms. The lavatory area for the restrooms will be moved to the interior of the restrooms. In addition, the applicant proposes to extend the outdoor seating area to parts of the outdoor patio that were not previously used for dining. The proposed expansion will increase the outdoor dining area from 3,090 square feet to 3,594 square feet.

Approximately 1,773 square feet of the outdoor dining area is currently covered by a
26-foot tall metal structure. The applicant is proposing to enclose this area on three sides. On the south side, the covered patio will be enclosed with permanent sliding windows (one foot in height) connecting the top of the restaurant building parapet to the patio cover. On the west and north sides, the patio will be enclosed by black vinyl roll-up shades. The purpose of the enclosure is to protect patrons and staff from the elements in the winter months.

In addition to the expansion and partial enclosure of the outdoor dining and entertainment area, the applicant proposes to install: 1) a cover over a 110 square-foot previously approved children’s play area; and 2) strings of lights over the open portion of the outdoor dining and entertainment area.

**Seating Layout**
The following table summarizes the previously approved and proposed outdoor dining area and seating calculations:

<table>
<thead>
<tr>
<th>RESTAURANT</th>
<th>DINING AREA</th>
<th></th>
<th>NUMBER OF SEATS</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Approved</td>
<td>Proposed</td>
<td>Approved</td>
</tr>
<tr>
<td>Outdoor Dining</td>
<td>3,090 SF</td>
<td>3,594 SF</td>
<td>180 seats</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>14 benches - 175 seats</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Bar - 11 seats</td>
</tr>
</tbody>
</table>

**Parking and Landscaping Area**
The existing parking area consists of two separate parking levels. The lower parking level is located directly behind the outdoor dining area and restaurant building and is accessible through a driveway approach along Franklin Avenue. It includes 18 parking spaces, two motorcycle spaces, and four bicycle spaces. It also includes a trash enclosure behind the restaurant building and landscaping along the street frontage and dispersed in the parking area.

The upper parking level takes access from the alley to the west of the property with vehicles backing out onto the alley. It includes 13 standard parking spaces and two motorcycle spaces. It also includes landscaping at the northwest corner, near the intersection of the alley with Franklin Avenue.

The proposed modifications in the lower parking level include: 1) a reduction of approximately 77 square feet in the amount of landscaping; 2) a reduction in the number of bicycle spaces from six to four; 3) an expansion of the trash enclosure area; and 4) construction of a small water heater room within the trash enclosure area.

The proposed modifications in the upper parking level include: 1) installation of three new light poles; and 2) a reduction in the length of three parking spaces from
18 feet to 16 feet, 8 inches in order to provide space for the new light poles.

**Alcohol Service**
The applicant proposes a modification to the existing alcohol service: 1) from beer and wine only (Type 41 ABC License) to beer, wine, and distilled spirits (Type 47 ABC License); 2) to extend the alcohol service to the outdoor dining area expansion; and 3) to extend the hours of operation and hours of alcohol service (currently 6:00 a.m. to 11:00 p.m. seven days a week) from 6:00 a.m. to 12:00 a.m. Sunday through Thursday and from 6:00 a.m. to 2:00 a.m. on Fridays, Saturdays, Federal Holidays, Christmas Eve, and New Years Eve.

**Outdoor Entertainment**
The applicant proposes to modify the restrictions on the outdoor entertainment permitted onsite. According to the existing Conditional Use Permit (CUP 11-12), Condition No. 3 states that: "outdoor entertainment and dancing with amplified sound is prohibited on Mondays and Tuesdays, excluding holidays, and allowed on Wednesdays and Thursdays between the hours of 5:00 p.m. and 8:00 p.m., on Fridays and Saturdays between 1:00 p.m. and 10:00 p.m., and on Sundays between 11:30 a.m. and 8:00 p.m." In addition, Condition No. 4 states that: "the applicant may seek a Temporary Use Permit in accordance with the ESMC for four events in a calendar year outside the scope of the restrictions in Condition No. 3 (e.g., New Years Eve Party)." The applicant proposes to modify Condition No. 3 to allow only amplified sound in the form of background music (no live bands or dancing) broadcast through the restaurant's sound system during the regular hours of operation discussed above. In addition, the applicant proposes to modify Condition No. 4 to include live band events, subject to providing written notice by mail to neighboring property owners within 300 feet of the subject property at least seven days before an event.

**IV. ANALYSIS**

**CONDITIONAL USE PERMIT**

The proposed project is a request to modify an existing Conditional Use Permit (CUP) for outdoor live entertainment with dancing and amplified sound to address the proposed physical changes and modifications to the hours and types of outdoor entertainment for the site. A CUP is required pursuant to Downtown Specific Plan §VI(B)(5)(b) and §VI(B)(5)(c). ESMC §15-23-5 discusses the purpose of a conditional use permit, which is to: 1) ensure the compatibility of the particular use on the particular site in relationship to other existing and potential uses within the general area in which the use is proposed to be located; 2) ensure the proposed use is consistent and compatible with the purpose of the zone in which the site is located; and 3) recognize and compensate for potential impacts that could be generated by the proposed use, such as noise, smoke, dust, fumes, vibration, odors, traffic and hazards.
1) Compatibility

Restaurants are a permitted use and outdoor dining is a permitted accessory use in the Main Street Transitional District (MSTD) of the Downtown Specific Plan (DSP). There are several restaurants with outdoor dining areas in the immediate vicinity of the subject property. Restaurants, such as the subject restaurant, typically have outdoor dining areas that provide a choice of indoor or outdoor dining for their patrons. The proposed outdoor dining area will be compatible with the uses on site and the retail, restaurant, and office uses in the surrounding area. These uses are customarily located to serve the dining needs of local employees and residents. Currently, the restaurant has a CUP that allows outdoor entertainment and amplified sound in the existing outdoor dining area. The applicant is requesting an expansion of the outdoor dining area and the area where outdoor entertainment with dancing and amplified sound is allowed. The hours of operation and outdoor entertainment will be extended from 6:00 to 12:00 a.m. Sunday through Thursday and from 6:00 a.m. to 2:00 a.m. on Fridays, Saturdays, Federal Holidays, Christmas Eve, and New Years Eve. However, the applicant proposes to: limit the type of regular outdoor entertainment only to amplified sound in the form of background music broadcast through the restaurant’s sound system. In addition, the applicant will be required to provide written notice by mail to neighboring property owners within 300 feet of the subject property at least seven days before any special events, including live band events. As a result, the proposed use will remain compatible with the surrounding existing and potential uses.

2) Zoning Consistency

The proposed outdoor expansion and remodel of the area where outdoor entertainment with dancing and amplified sound is proposed is a permitted use within the Main Street Transitional District (MSTD) subject to a conditional use permit. The following chart contains the development standards for the Main Street Transitional District (MSTD).

<table>
<thead>
<tr>
<th>REQUIREMENTS</th>
<th>MAIN STREET TRANSITIONAL DISTRICT (MSTD) STANDARDS</th>
<th>PROPOSED PROJECT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Permitted Uses</td>
<td>DSP §VI(B)(2)(a)(i): Restaurants</td>
<td>Restaurant. (Complies)</td>
</tr>
<tr>
<td>Permitted Accessory Uses</td>
<td>DSP §VI(B)(3)(e): Outdoor dining, subject to design review and compliance with ESMC §15-2-16 - Outdoor Dining Areas</td>
<td>3,090 square-foot outdoor dining area. (Complies)</td>
</tr>
<tr>
<td>Uses Subject to an Administrative Use Permit</td>
<td>DSP §VI(B)(4)(a): On-site sale and consumption of alcohol at restaurants</td>
<td>Type 41 ABC License for On-site sale and consumption of alcohol. (Complies)</td>
</tr>
<tr>
<td>Uses Subject to a Conditional Use Permit</td>
<td>DSP §§VI(B)(5)(b), and VI(B)(5)(c): Outdoor entertainment and dancing, and Outdoor amplified sound, which exceeds more than four single events in one calendar year</td>
<td>Outdoor entertainment with dancing and amplified sound. (Complies)</td>
</tr>
<tr>
<td>----------------------------------------</td>
<td>-------------------------------------------------------------------------------------------------</td>
<td>------------------------------------------------------------------</td>
</tr>
<tr>
<td>General Provisions</td>
<td>DSP §VI(B)(7)(a): All uses shall be conducted within a fully enclosed building, except the outdoor uses detailed under Permitted, Accessory, Administrative and Conditional Uses, and Outdoor Recreational uses.</td>
<td>The proposed outdoor dining and outdoor entertainment with dancing and amplified sound are among the permitted accessory uses and the uses subject to a Conditional Use Permit. (Complies)</td>
</tr>
<tr>
<td>Lot Area:</td>
<td>DSP §VI(B)(7)(b): Minimum of 3,500 square feet for new lots.</td>
<td>The site consists of five 3,500 square-foot lots and a 350 square-foot portion of a sixth lot. The lots are tied by covenant into a single building site. (Complies)</td>
</tr>
<tr>
<td>Height</td>
<td>DSP §VI(B)(7)(c): i) 45 feet measured vertically from the existing grade at the front and street side property lines to the peak or the highest point of the structure</td>
<td>One story, 26 feet, 9 5/16 inches. (Complies)</td>
</tr>
<tr>
<td>Setbacks</td>
<td>DSP §VI(B)(7)(d): i) Front and street side: Zero setback required, except pedestrian-oriented plazas or architectural features, up to 10 feet in depth subject to design review. ii) Side and Rear: Zero setback allowed.</td>
<td>Front: 0 feet (existing building and proposed canopy). (Complies) Street Side: 4 feet (New restroom building). (Complies) Side (south): 0 feet. (Complies) Rear: 73 feet, 3 inches. (Complies)</td>
</tr>
<tr>
<td>Lot Width</td>
<td>DSP §VI(B)(7)(e): Minimum of 25 feet for new lots.</td>
<td>The site consists of five 25-foot wide lots and a 10-foot wide portion of a sixth lot. No new lots are proposed. The lots are tied by covenant into a single building site 135 feet wide. (Complies)</td>
</tr>
<tr>
<td>Building Area (Density)</td>
<td>DSP §VI(B)(7)(f): The total net &quot;floor area&quot; of all buildings shall not exceed the total net square footage of the property or a Floor Area Ratio, FAR, of 1.0:1.</td>
<td>The maximum permitted net floor area is 17,850 square feet x 1.0 = 17,850 square feet. The proposed net floor area is 2,070 square feet or 0.12 FAR. (Complies)</td>
</tr>
<tr>
<td>-------------------------</td>
<td>--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
<td>--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Walls and Fencing</td>
<td>DSP §VI(B)(7)(g) and ESMC §15-2-4: Wall, fence and hedge heights in nonresidential zones shall be subject to the approval of the Director of Planning and Building Safety</td>
<td>7-foot, 6-inch perimeter fencing. (Complies)</td>
</tr>
<tr>
<td>Access</td>
<td>DSP §VI(B)(7)(h): Safe and convenient pedestrian access shall be provided between buildings and sidewalks, or modes of transportation, and between buildings for multibuilding projects.</td>
<td>The project provides a four to seven-foot wide sidewalk along north property line facing Franklin Avenue, a 12 to 17-foot sidewalk along the east property line facing Main Street. In addition, there is adequate access within the outdoor dining area and between it and the parking area, including a sloped walkway and a lift for disabled persons. (Complies)</td>
</tr>
<tr>
<td>Landscaping</td>
<td>DSP §VI(B)(7)(i) and ESMC §15-2-14(B): 1. A minimum of five percent (5%) of all surface vehicular use areas (VUA).</td>
<td>Required VUA landscaping: 9,099 square feet x 5% = 454.95 square feet Provided VUA landscaping: 594 square feet (Complies)</td>
</tr>
<tr>
<td>Parking</td>
<td>DSP §VII(3)(b)(iii) and ESMC §15-15-0(A): <strong>Full service restaurants:</strong> 1 space for each 75 square feet of dining area, including outdoor dining areas (parking for outdoor dining areas is required only for the portion that exceeds 200 square feet or 20 percent of the indoor dining area, whichever is less), and 1 space for each 250 square feet of non-dining areas.</td>
<td>Outdoor dining area: 3,594 square feet – 200 square feet = 3,394 square feet Required: 3,394/75 = 45.25 spaces Non-dining area: 2,070 square feet (Indoor Area) Required: 2,070/250 = 8.28 spaces Total Required: 54 Total Provided: 54 (31 onsite, 23 in-lieu) (Complies)</td>
</tr>
</tbody>
</table>
Parking:
The existing onsite parking area contains 31 parking spaces and the applicant is currently paying parking in-lieu fees for an additional 16 spaces (providing a total of 47 spaces). The proposed restaurant remodel and the outdoor dining area expansion will require 54 parking spaces (seven more than currently required). The applicant proposes to pay parking in-lieu fees for an additional seven spaces. Pursuant to Downtown Specific Plan Chapter VII, Section 3, subsection c. (ii), "the number of parking spaces required by this chapter due to the addition of floor area to an existing building or the construction of a new building may be reduced by the payment of a parking in-lieu fee." Therefore, the applicant will provide the minimum number of parking spaces as required by the DSP. The applicant will also provide four bicycle spaces and four motorcycle spaces to accommodate patrons and employees that visit the site.

The applicant has requested an Adjustment to allow a reduction in the required length of three existing parking spaces in the upper parking level (Space Nos. 20, 24, and 28). The reason for the request is that the applicant installed three light poles on the upper parking level that encroach into the required length of the parking spaces. As a result, the spaces are 16 feet, eight inches in length, instead of 18 feet as required by the DSP (a 7.4 percent reduction from the required length). The Director of Planning and Building Safety may grant an Administrative Adjustment for reductions in stall size up to ten (10) percent.

3) Impacts:
The proposed expansion of the outdoor dining and outdoor entertainment area will not be detrimental to the public health, safety or welfare. The restaurant is located in an urbanized area with a mixture of commercial and residential uses.

Noise is an impact associated with outdoor entertainment. This restaurant utilized a Conditional Use Permit for outdoor entertainment and dancing with amplified sound for six years without a significant impact. Outdoor entertainment and dancing with amplified sound is currently prohibited on Mondays and Tuesdays, excluding holidays, and allowed on Wednesdays and Thursdays between the hours of 5:00 p.m. and 8:00 p.m., on Fridays and Saturdays between 1:00 p.m. and 10:00 p.m., and on Sundays between 11:30 a.m. and 8:00 p.m. The applicant proposes to extend the hours of operation and outdoor entertainment from 6:00 to 12:00 a.m. Sunday through Thursday and from 6:00 a.m. to 2:00 a.m. on Fridays, Saturdays, Federal Holidays, Christmas Eve, and New Years Eve. However, the applicant also proposes to: limit the type of regular outdoor entertainment only to amplified sound in the form of background music broadcast through the restaurant's sound system.
In addition, the applicant will be required to provide written notice by mail to neighboring property owners within 300 feet of the subject property at least seven days before any special events, including live band events. Any further change to the hours of operation or the hours when outdoor entertainment is allowed is subject to review and approval by the Director of Planning and Building Safety. Therefore, the proposed use is not anticipated to have significant impacts.

As demonstrated above, the proposed project is compatible with the existing and permitted uses surrounding the subject property, it is consistent with the zoning requirements in the Main Street Transitional District (MSTD), and it will have less than significant impacts on the surrounding properties and the environment.

**FINDINGS:**

Pursuant to ESMC §15-23-4, the Planning Commission is authorized to grant a conditional use permit if it makes the three required findings listed in ESMC §15-23-6. Facts in support of said findings are outlined in the attached resolution of approval.

Staff believes that there is adequate evidence to support the three required Conditional Use Permit findings subject to the listed conditions of approval in the attached resolution. The Planning Commission may consider and impose additional conditions which it deems necessary, if it demonstrates a reasonable relationship between the condition it desires to impose and the project's impact.

**ADMINISTRATIVE USE PERMIT**

**Findings for Administrative Use Permits**

The Director of Planning and Building Safety may grant an Administrative Use Permit upon making the findings in ESMC §15-22-5. Staff believes that there is adequate evidence to support the required Administrative Use Permit findings subject to the listed conditions of approval in the attached approval letter dated December 5, 2013.

**ADJUSTMENT**

**Findings for Adjustments**

Pursuant to Downtown Specific Plan Chapter V (Administration) the Director of Planning and Building Safety may grant an Adjustment upon making the findings in ESMC §15-24-4. The Director has referred the subject Adjustment request to the Planning Commission for consideration in conjunction with the Conditional Use Permit and Architectural Design Review requests. Facts in support of the Adjustment findings are outlined in the attached resolution of approval.
Staff believes that there is adequate evidence to support the three required Adjustment findings subject to the listed conditions of approval in the attached resolution. The Planning Commission may consider and impose additional conditions which it deems necessary, if it demonstrates a reasonable relationship between the condition it desires to impose and the project’s impact.

ARCHITECTURAL REVIEW

The primary change to the property design will be the partial enclosure of the covered portion of the outdoor dining area. The enclosure will use the same metal cladding as the existing patio cover and the same smooth stucco siding as the existing restaurant building, the cold storage building and the restroom building. In addition, the proposed glass doors and windows that will separate the covered and uncovered portions of the outdoor patio will have minimal visual impact. As a result, the proposed partial enclosure of the outdoor dining and entertainment area will be consistent existing architectural theme of the property.

Other changes to the restaurant design include: 1) the installation of eight-foot tall flag poles on top of the perimeter walls and the retaining wall between the two parking levels; 2) the installation of art and murals on the restaurant building’s windows facing Main Street and on the retaining wall in the parking lot area; and 3) the use of colored concrete instead of stamped concrete at the main restaurant and parking lot entrances.

To approve the subject Architectural Design Review request, the Planning Commission must find that the project is consistent with the Design Standards of the Downtown Specific Plan (DSP). Staff believes that the project is consistent with the design standards in DSP § VIII(A)(1) regarding Site Development and Planning as set forth in the draft Resolution.

The Commission must also determine that the project design, colors, and materials are consistent with DSP § VIII(A)(4) regarding Architecture. DSP § VIII(A)(4) requires projects to be consistent with the variety of architectural styles in the Downtown and to relate to the existing scale, rhythm, design, and character of Downtown.

V. GENERAL PLAN CONSISTENCY

The General Plan land use designation for the site is Downtown Specific Plan and is consistent with the current zoning designation which is Main Street Transitional District (MSTD). The project is consistent with the General Plan as specified in the attached draft resolution.

VI. INTER-DEPARTMENTAL COMMENTS

The project applications and plans were circulated to all City Departments for review. The comments received for the project have been incorporated in the
conditions of approval for the project.

VII. ENVIRONMENTAL REVIEW

The project is categorically exempt from the requirements of the California Environmental Quality Act (CEQA) pursuant to 14 California Code of Regulations §15301 as a Class 1 categorical exemption (Existing Facilities), § 15305 as a Class 5 categorical exemption (Minor Alterations in Land Use Limitations), and § 15311 as a Class 11 categorical exemption (Accessory Structures). The project involves interior remodeling of an existing restaurant building, an expansion of the restaurant's outdoor dining and entertainment area, and an extension of the operating hours, including the hours of alcohol service. In addition, the existing permit for on-site sale and consumption of beer and wine will be extended to the proposed outdoor dining and entertainment area expansion. The project also involves expansion of a trash enclosure area, construction of a water heater room, and installation of three parking lot light poles. It also involves an Adjustment to accommodate three nonconforming parking spaces. The project site is approximately 17,850 square feet; it is located in an urbanized area; and it is surrounded by similar and compatible uses. The project is consistent with the General Plan and zoning designations, the permitted uses and the development standards of the Main Street Transitional District (MSTD), and the design standards of the Downtown Specific Plan (DSP). The site is currently developed with a restaurant building, an outdoor dining and entertainment area, and a parking lot, and thus, has no known value as a habitat for endangered, rare or threatened species. As a result, the project is not anticipated to have any significant impacts with regard to traffic, noise, air quality, or water quality. There are adequate utilities and public services to serve the project.

VIII. CONCLUSION

Planning staff recommends that the Planning Commission: 1) review the facts and findings contained within this report; 2) adopt Resolution No. 2746 approving Environmental Assessment No. EA-1012, Conditional Use Permit No. CUP 13-02, Adjustment No. ADJ 13-08, and Architectural Design Review MISC 13-01 with conditions; and 3) Receive and File Administrative Use Permit No. AUP 13-01.
IX. **EXHIBITS**

A. Draft Resolution No. 2746
B. Administrative Use Permit Approval Letter, dated December 5, 2013
C. Plans

Prepared by: Paul Samaras, Principal Planner

Kimberly Christensen, AICP, Planning Manager
Department of Planning & Building Safety

Sam Lee, Director
Department of Planning & Building Safety
January 22, 2014

David Furano
139 Main Street, LLC and
Garden on Main, LLC
149 Standard Street
El Segundo, CA 90245

RE: Environmental Assessment No. EA-1012 and
Administrative Use Permit (AUP) No. 13-01 (REVISED)
On-Site Sale and Consumption of Beer, Wine, and Distilled
Spirits (Type 47 State of California Alcoholic Beverage
Control License) in Conjunction with the Operation of an
existing restaurant with a 3,594 square-foot outdoor dining
area (Rock and Brews)

Address: 139 – 147 Main Street
El Segundo CA

Dear Mr. Furano:

In accordance with El Segundo Municipal Code ("ESMC") Chapter 15-22, the Planning Division reviewed your application for the above-referenced project and the Director of Planning and Building Safety APPROVED Environmental Assessment No. EA-1012 and Administrative Use Permit No. AUP 13-01 for the on-site sale and on-site consumption of beer, wine, and distilled spirits at 139-147 Main Street as revised on December 12, 2013, pursuant to Planning Commission action regarding the hours of operation. The following are the findings and facts in support of each finding for this decision:
FINDINGS AND FACTS IN SUPPORT OF FINDINGS:

Environmental Assessment No. EA-1012

Finding 1

- The project is categorically exempt from the requirements of the California Environmental Quality Act (CEQA) pursuant to 14 California Code of Regulations §15301 as a Class 1 categorical exemption (Existing Facilities), § 15305 as a Class 5 categorical exemption (Minor Alterations in Land Use Limitations), and § 15311 as a Class 11 categorical exemption (Accessory Structures).

Facts in Support of Finding 1

1. The applicant proposes to remodel the interior of the existing building to offer coffee and breakfast service, to modify the alcohol service from beer and wine only (Type 41 ABC License), to beer, wine, and distilled spirits (Type 47 ABC License), and to extend the hours of operation and hours of alcohol service (currently 8:00 a.m. to 11:00 p.m. seven days a week) from 6:00 a.m. to 12:00 a.m. Sunday through Thursday and from 6:00 a.m. to 1:00 a.m. on Fridays, Saturdays, Federal holidays, Christmas Eve, and New Years Eve. Additionally, the applicant proposes to expand the outdoor dining area by 504 square feet and to partly enclose its covered portion. The entire 3,594 square-foot outdoor dining area will be remodeled to increase the available patron seating from 180 to 222 seats.

2. The project involves changes to the landscaping and parking areas, expansion of the trash enclosure area, construction of an enclosure for a water heater, construction of a roof over the existing playground area, and remodeling the exterior bathrooms.

3. The project site is approximately 17,850 square feet; is located in an urbanized area; and it is surrounded by similar and compatible uses. It is consistent with the General Plan and zoning designations, the permitted uses and the development standards of the Main Street Transitional District (MSTD), and the design standards of the Downtown Specific Plan (DSP). The site is currently developed with a restaurant, an outdoor dining and entertainment area, and a parking lot. Consequently, it is improbable as a habitat for endangered, rare or threatened species. As a result, the project is not anticipated to have any significant impacts with regard to traffic, noise, air quality, or water quality. There are adequate utilities and public services to serve the project.
Administrative Use Permit No. AUP 13-01

Finding 1

- There is compatibility of the particular use on the particular site in relationship to other existing and potential uses within the general area in which the use is proposed to be located.

Facts in Support of Finding 1

1. The applicant proposes to provide on-site sale and consumption of beer, wine, and distilled spirits in an expanded outdoor dining and entertainment area of an existing restaurant. The existing restaurant is located in the Main Street Transitional District in the Downtown Specific Plan (DSP) at 139-147 Main Street. The restaurant is currently approximately 2,762 gross square feet and has an outdoor dining area of 3,090 square feet. The proposed project includes remodeling the existing building and an expansion of the outdoor dining area to 3,594 square feet. Alcohol service will only occur in the 3,594 square-foot outdoor dining and entertainment area. The project also includes changes to the landscaping and parking areas, expansion of the trash enclosure area, construction of an enclosure for a water heater, construction of a roof over the existing playground area, and remodeling the exterior bathrooms.

2. The minimum number of required parking spaces for the restaurant and patio is 54 parking stalls. The applicant will provide 31 parking spaces onsite and will pay parking in-lieu fees for an additional 23 spaces.

3. The General Plan Land Use designation for the site is Downtown Specific Plan. This land use designation permits a mix of office, commercial, retail, and related recreational uses. The proposed restaurant with outdoor dining, onsite sale and consumption of alcohol, and outdoor entertainment with dancing and amplified sound is consistent with this designation in that it is similar to and compatible with the uses permitted in the Downtown Specific Plan area.

4. The surrounding land uses include: commercial retail sales and services, restaurants with outdoor dining areas, art studios, banquet halls, and office uses. These uses are permitted in the DSP and the proposed restaurant will be similar and compatible with them.

5. The site is located in the Main Street Transitional District (MSTD) of the DSP. Restaurants are a permitted use and outdoor dining is a permitted accessory use, subject to design review in the MSTD.

6. An Administrative Use Permit is required for on-site sale and consumption of alcohol at restaurants in the MSTD.
Finding 2

- The proposed use is consistent and compatible with the purpose of the zone in which the site is located.

Facts in Support of Finding 2

1. The General Plan Land Use designation for the site is Downtown Specific Plan.

2. The site is located in the Main Street Transitional District (MSTD) of the DSP. Restaurants are a permitted use and outdoor dining is a permitted accessory use, subject to design review in the MSTD.

3. The purpose of the MSTD is to serve as a transition and gateway between the Chevron refinery and the Downtown Core. The proposed project helps serve this purpose in that it is consistent with the district's design and development standards, and it is compatible with the existing mixture of commercial uses serving the residents, local employees and visitors to the City. The project is consistent with the height and scale of development in the area, it meets the setback and perimeter wall requirements, and it provides additional landscaping and parking onsite to meet the MSTD minimum requirements. The proposed sale and consumption of beer and wine in conjunction with a restaurant with outdoor dining and entertainment with amplified sound is compatible with other restaurants, commercial, and residential uses in the area.

4. The surrounding land uses include: commercial retail sales and services, restaurants, art studios, banquet halls, and office uses. These uses are permitted in the DSP and the proposed restaurant will be similar and compatible with them.

Finding 3

- The proposed location and use and the conditions under which the use would be operated or maintained will not be detrimental to the public health, safety, or welfare, or materially injurious to properties or improvements in the vicinity.

Facts in Support of Finding 3

1. The zoning designation for the subject site is Main Street Transitional District (MSTD) in the Downtown Specific Plan. This district allows on-site sale and consumption of alcohol at restaurants subject to an administrative use permit.

2. Under Administrative Use Permit No. AUP 11-14, the restaurant sold beer and wine for on-site consumption since 1996.
3. The proposed project will expand the existing outdoor dining and alcohol service area to 3,594 square feet. This area will extend from the restaurant building on the southeast to the northeast corner of the site at the intersection of Main Street and Franklin.

4. The applicant will maintain the same operation restrictions under the existing administrative use permit, including the hours of operation and alcohol service.

5. The restaurant and outdoor dining area hours of operation are limited from 6:00 a.m. to 12:00 a.m. Sunday through Thursday and from 6:00 a.m. to 1:00 a.m. on Fridays, Saturdays, Federal holidays, Christmas Eve, and New Years Eve. The hours of alcohol service will be the same hours as the operation of the restaurant and outdoor dining area. The restaurant will be required to meet the noise and vibration requirements of ESMC § 7-2-1. The proposed hours are similar to other businesses in the immediate vicinity. Therefore, the proposed restaurant, including the outdoor dining area will not be detrimental to the public health, safety, or welfare, or materially injurious to properties or improvements in the vicinity.

Finding 4

- Potential impacts that could be generated by the proposed use, such as noise, smoke, dust, fumes, vibration, odors, traffic, and hazards have been recognized and mitigated.

Facts in Support of Finding 4

1. The sale of alcohol will not create any new impacts that would not be normally associated with the operation of a restaurant with an indoor or outdoor dining area.

2. The restaurant and outdoor dining area hours of operation are limited from 6:00 a.m. to 12:00 a.m. Sunday through Thursday and from 6:00 a.m. to 1:00 a.m. on Fridays, Saturdays, Federal holidays, Christmas Eve, and New Years Eve. The hours of alcohol service will be the same hours as the restaurant and outdoor dining area. The proposed restaurant is located in a predominantly commercial area that is not immediately adjacent to any residential uses, which will minimize noise impacts on sensitive uses.

3. Alcohol service will only occur in the 3,594 square-foot outdoor dining and entertainment area.

4. The proposed restaurant will provide adequate parking on-site and through the payment of parking in-lieu fees. In addition, the restaurant is located on the ground level at the intersection of Main Street and Franklin Avenue, which will
make it accessible by pedestrians on site and limit the vehicular traffic to and from the site.

5. In addition to complying with the requirements of the City of El Segundo and the California Department of Alcoholic Beverage Control the restaurant is subject to Los Angeles County Health Department regulations that address and monitor impacts of fumes and odors.

Finding 5

- The California Department of Alcoholic Beverage Control has issued or will issue a license to sell alcohol to the applicant.

Facts in Support of Finding 5

1. The applicant must obtain a license from the California Department of Alcoholic Beverage Control (Type No. 47).

DIRECTOR OF PLANNING AND BUILDING SAFETY ACTION

Based on these findings and facts in support of these findings, the Director of Planning and Building Safety APPROVES the proposed project, subject to the following conditions:

1. The restaurant and outdoor dining area hours of operation are limited from 6:00 a.m. to 12:00 a.m. Sunday through Thursday and from 6:00 a.m. to 1:00 a.m. on Fridays, Saturdays, Federal holidays, Christmas Eve, and New Years Eve. The hours of alcohol service will be the same hours as the restaurant and outdoor dining area. Food service must be available in the outdoor dining area during the dining hours. Any change to the hours of operation or the hours that alcohol may be served is subject to review and approval by the Director of Planning and Building Safety.

2. The seating within the restaurant is limited to 222 seats, including 11 bar seats.

3. Alcohol service can only occur in the 3,594 square-foot outdoor dining and entertainment area.

4. Any subsequent modification to the project as approved must be referred to the Director of Planning and Building Safety for approval and a determination regarding the need for Planning Commission review of the proposed modification.
5. Any subsequent changes to the floor plan, seating count, or areas where alcohol will be served must be reviewed and approved to the satisfaction of the Director of Planning and Building Safety.

6. The applicant must obtain and maintain all licenses required by the Alcoholic Beverage Control Act (Business & Professions Code §§ 23300, et seq.). The applicant must obtain and maintain a Type 47 license.

7. The restaurant operations must comply with ESMC §§ 7-2-1, et seq. regulating noise and vibration.

8. The Planning and Building Safety Department and the Police Department must be notified of any change of ownership of the approved use in writing within 10 days of the completion of the change of ownership. A change in project ownership may be cause to schedule a hearing before the Planning Commission regarding the status of the administrative use permit.

9. The applicant must comply with all regulations of the Alcoholic Beverage Control Act and the regulations promulgated by the Alcoholic Beverage Control Board including, without limitation, the regulations set forth in 4 Cal. Code of Regs. §§ 55, et seq.

10. The applicant must post a sign in a clear and conspicuous location listing a phone number at which a responsible party may be contacted during all open hours of the establishment to address any concerns of the community regarding noise in the restaurant, patio and parking lot. Said contact's name and phone number must also be available through the restaurant staff at all times.

11. The applicant must, at all times, display a Designated Driver sign of at least ten inches by ten inches (10" X 10") in the bar and restaurant dining areas at eye level. The sign must be worded in a way that reminds patrons who are consuming alcohol to designate a non-drinking driver.

12. There cannot be exterior advertising of any kind or type including advertising directed to the exterior from within, promoting or indicating the availability of specific alcoholic beverage products. Interior displays of alcoholic beverages which are clearly visible to the exterior constitute a violation of this condition.

13. All employees serving alcoholic beverages to patrons must enroll in and complete a certified training program approved by the State Department of Alcoholic Beverages Control (ABC) for the responsible sales of alcohol. The training must be offered to new employees on not less than a quarterly basis.

14. Any and all employees hired to sell alcoholic beverages must provide evidence that they have either:
a. Completed training from the State of California Department of Alcoholic Beverage Control (ABC), Lakewood District Office administered Leadership and Education in Alcohol and Drugs (LEAD) Program in the form of an ABC-issued certificate; or,

b. Completed an accepted equivalent by the ABC, Lakewood District Office to ensure proper distribution of beer, wine and distilled spirits to adults of legal age. If any prospective employee designated to sell alcoholic beverages does not currently have such training, then;

c. The ABC-licensed proprietors must have confirmed with the Planning and Building Safety Department within fifteen (15) days of the Director’s decision, or by final project approval, that a date certain has been scheduled within the local ABC Office to complete the LEAD course.

d. Within thirty (30) days of taking said course, the employees, or responsible employer must deliver each required certificate showing completion to the Police Department.

15. The licensee must have readily identifiable personnel to monitor and control the behavior of customers inside the building premises. Staff must monitor activity outside in the parking lot and any adjacent property under the establishment’s control to ensure the areas are generally free of people and are cleared of patrons and their vehicles one-half hour after closing.

16. If complaints are received regarding excessive noise, parking availability, lighting, building access, and the like associated with the restaurant and the outdoor patio area, the city may, in its discretion, take action to review the Administrative Use Permit, including without limitation, adding conditions or revoking the permit.

17. The outdoor dining/seating area must comply with ESMC § 15-2-16.

18. The building cannot be occupied by more persons than allowed by the California Building Code, as adopted by the ESMC.

19. The building and any outdoor seating must comply with the applicable requirements of the applicable California Building and Fire Code as adopted by the ESMC, and with El Segundo Fire Department Regulations, including disabled access compliance.

20. The Applicant agrees to indemnify and hold the City harmless from and against any claim, action, damages, costs (including, without limitation, attorney’s fees), injuries, or liability, arising from the City’s approval of Environmental Assessment No. EA-1012 or Administrative Use Permit No. AUP 13-01. Should the City be named in any suit, or should any claim be brought against it by suit or otherwise,
whether the same be groundless or not, arising out of the City approval of EA-1012 or AUP 13-01, the Applicant agrees to defend the City (at the City's request and with counsel satisfactory to the City) and will indemnify the City for any judgment rendered against it or any sums paid out in settlement or otherwise. For purposes of this section "the City" includes the City of El Segundo's elected officials, appointed officials, officers, and employees.

PLANNING COMMISSION

This determination was received and filed by the Planning Commission at its December 12, 2013 meeting. Please be advised that this does not conclude the review process. The City Council will determine whether or not to protest the issuance of the ABC License (Type 47) at its meeting on February 4, 2014.

Should you have any questions, please contact Paul Samaras, Principal Planner, at (310) 524-2312.

Sincerely,

Sam Lee, Director
Department of Planning and Building Safety

By signing this document, David Furano of 139 Main Street, LLC and Garden on Main LLC, certifies that he read, understood, and agrees to the Project Conditions listed in this document.

David Furano, Manager
139 Main Street, LLC

David Furano, Manager
Garden on Main, LLC

{If Corporation or similar entity, needs two officer signatures or evidence that one signature binds the company}
EL SEGUNDO CITY COUNCIL

AGENDA STATEMENT

MEETING DATE: February 4, 2013

AGENDA HEADING: Consent Agenda

AGENDA DESCRIPTION:

Consideration and possible action to authorize an appropriation from the Hyperion Mitigation Fund for continued support of residential hotline services. (Fiscal Impact: $7,000.00 )

RECOMMENDED COUNCIL ACTION:

1. Authorize a $7,000.00 transfer from the Hyperion Mitigation Fund for continued support of residential hotline services;

2. Alternatively, discuss and take other possible action related to this item.

ATTACHED SUPPORTING DOCUMENTS:

None

FISCAL IMPACT: Budget Adjustment Required

Amount Budgeted: $0
Additional Appropriation: Yes $7,000.00
Account Number(s): N/A

ORIGINATED BY: Stephanie Katsouleas, Public Works Director

REVIEWED BY: Stephanie Katsouleas, Public Works Director

APPROVED BY: Greg Carpenter, City Manager

BACKGROUND AND DISCUSSION:

The City has for some time provided a “hotline” that residents use to file complaints related to Hyperion Treatment Plant and/or Los Angeles World Airport (LAWA) operations and activities (e.g., foul odors, planes turning early). The off-site service logs the calls it receives and reports those to EL Segundo, the City of Los Angeles and LAWA for further follow up. The hotline is manned by a call center and its number is published regularly in the El Segundo Herald. The hotline is supported from the Hyperion Mitigation Fund, established years ago by the City of Los Angeles through a consent decree.

Staff is requesting that City Council authorize an appropriation of $7,000.00 from the Hyperion Mitigation fund for fiscal year 2013/14 for continued support of hotline services and for costs related to advertisements in the El Segundo Herald.
AGENDA DESCRIPTION:

Consideration and possible action 1) to reject all bids for City On-Call HVAC maintenance and repair services and 2) award a standard maintenance contract to F.M. Thomas Air Conditioning, Inc. for City On-Call HVAC maintenance and repair services. Project No. PW 13-17. (Fiscal Impact: $41,804.00 the first year with a 3% annual escalation for the next four years on the base bid of $27,304.00; not to exceed $217,460.00 over 5-year contract duration)

RECOMMENDED COUNCIL ACTION:

1. Authorize the City Manager to approve a standard maintenance contract in a form approved by the City Attorney with F.M. Thomas Air Conditioning, Inc. in the amount of $41,804.00, which includes a base bid of $27,304.00 plus an annual not-to-exceed amount of $14,500.00 annually for unforeseen HVAC-related repairs and emergencies.

2. Approve an annual option to renew for an additional four years, with a 3% escalation on the base bid of $27,304.00 plus $14,500 for unforeseen contingencies.

3. Alternatively, discuss and take other possible action related to this item.

ATTACHED SUPPORTING DOCUMENTS:

None

FISCAL IMPACT: $217,460.00 over 5 years

Amount Budgeted: $61,000 annually
Additional Appropriation: No.
Account Number(s): 001-400-2601-6206 (Government Buildings – Contractual Services)

ORIGINATED BY: Floriza Rivera, Principal Engineer
REVIEWED BY: Stephanie Katsouleas, Public Works Director
APPROVED BY: Greg Carpenter, City Manager

BACKGROUND AND DISCUSSION:

On November 5, 2013, City Council awarded an HVAC Public Works contract to F. M Thomas Air Conditioning, Inc. for $144,965.00 for HVAC maintenance and repair services. At that time, City staff neglected to ask City Council to first reject all bids as non-responsive (due to lack of required bonds) before it awarded a contract to F.M. Thomas. Per Public Contracting Code §22038(C), if no responsive bids are received, the City is free to negotiate a contract without further complying with the Code. F.M. Thomas was the lowest bid received but failed to provide bonds as part of its bid submittal. In an abundance of caution, staff is clarifying the necessary
procedure to first reject all bids and then award a contract to F.M. Thomas Air Condition, Inc. for related HVAC maintenance and repair activities.

As planned, a one-year contract for $27,304.00 would have four options to renew at a 3% escalation for a total of five years. The contract would also include an annual not-to-exceed contingency of $14,500.00 for unforeseen repairs and emergencies outside the scope of routine maintenance and repair activities. The facilities covered under this contract include:

City Hall
Police Station
Fire Stations 1 and 2
Library
Maintenance Yard
Water Yard
Parks Facilities

Staff is therefore recommending that City Council:

1) Reject all bids as non-responsive.
2) Award a maintenance contract to F.M. Thomas Air Conditioning, Inc. for an amount not to exceed $41,804.00 for HVAC maintenance and repair services, with four additional annual options to renew at a 3% escalation on the base bid of $27,304.00 plus an annual contingency of $14,500.00.
City Council adopted plans and specifications on August 6, 2013. The City Clerk received and opened two (2) bids on September 24, 2013, as follows:

<table>
<thead>
<tr>
<th>Company</th>
<th>Annual Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>F.M. Thomas Air Conditioning, Inc.</td>
<td>$27,304 annually</td>
</tr>
<tr>
<td>EMCOR Services</td>
<td>$39,320 annually</td>
</tr>
</tbody>
</table>

The lowest responsible bid for City On-Call HVAC maintenance and repair services was submitted by F.M. Thomas Air Conditioning, Inc. for an initial rate of $27,304 annually. This would result in a total cost of $144,965.00 over the course of five years, including the yearly 3% price increase. Staff checked references and received several favorable reviews from cities that contracted with F.M. Thomas for similar maintenance work.

Staff therefore recommends that City Council award a Public Works contract in the amount of $144,965.00 to F.M. Thomas Air Conditioning, Inc. for routine maintenance and on-call, emergency repairs of the HVAC system in all City buildings, and approve $14,500 in contingency funds for unforeseen equipment repairs that may be discovered during routine maintenance activities.
AGENDA DESCRIPTION:
Consideration and possible action to modify Condition No. 37 in Resolution No. 4779 and Ordinance No. 1470, adopted September 4, 2012 for the 222 Kansas Street Specific Plan (affecting property located at 1520-1598 East Grand Avenue and 222-250 Kansas Street). Applicant: Mar Ventures, Inc.

RECOMMENDED COUNCIL ACTION:
1. Amend Resolution No. 4779 as proposed;
2. Introduce, and waive first reading, of an Ordinance to amend Ordinance No. 1470;
3. Schedule second reading and adoption of Ordinance on February 18, 2014; and/or
3. Alternatively, discuss and take other possible action related to this item.

ATTACHED SUPPORTING DOCUMENTS:
1. Letter requesting relief from the dedication requirements for the subject property, dated January 9, 2014;
2. Existing and proposed language for Condition No. 37;
3. Draft Resolution; and
4. Draft Ordinance.

FISCAL IMPACT: N/A
Amount Budgeted: N/A
Additional Appropriation: N/A
Account Number(s): N/A

ORIGINATED BY: Kimberly Christensen, AICP, Planning Manager
REVIEWED BY: Sam Lee, Director of Planning and Building Safety and Stephanie Katsouleas, Director of Public Works
APPROVED BY: Greg Carpenter, City Manager

BACKGROUND AND DISCUSSION:
I. Background and Discussion
On September 4, 2012, the City Council adopted Resolution No. 4779 and Ordinance No. 1470 approving the 222 Kansas Street Specific Plan Project. The Project is a 45,152 square-foot USDA facility building on the southern portion of the site and two 2-story office buildings, totaling approximately 31,000 square feet, on the northern portion of the site. The office buildings on the northern portion of the site are currently in the final stages of construction. Condition No. 37 for the project requires the applicant to dedicate 10 feet and to make an
irrevocable offer to dedicate an additional nine feet along the entire Grand Avenue frontage of the subject property for public right-of-way purposes.

On December 17, 2013, the City Council approved and accepted Final Vesting Map No. 71903, which included a 10-foot dedication along Grand Avenue in compliance with Condition No. 37. On December 23, 2013, the approved Final Vesting Map was recorded. However on January 9, 2014, Mar Ventures, Inc. requested that Condition No. 37 be modified. Specifically, Mar Ventures asked the City to remove the requirement for an irrevocable offer to dedicate an additional 9 feet along the entire Grand Avenue frontage of the subject property (Attachment No. 1). The property owner indicates in the request that the additional 9-foot dedication would affect the private patios of the newly developed project and have a negative impact on the property value and streetscape along Grand Avenue.

Grand Avenue is designated as a secondary arterial corridor in the City’s Circulation Element of the General Plan. The minimum standards for planned improvements in the City’s Circulation Element for a secondary arterial corridor include a 98-foot wide right-of-way including a 78-foot wide roadway to accommodate three travel lanes in each direction. After receiving the applicant’s request, staff held internal discussions to review the potential future width of Grand Avenue and evaluate the extent of dedication needed for future public right-of-way purposes. The requested right-of-way waiver requires both modifications to the Resolution and Ordinance adopted approving the 222 Kansas Street Specific Plan Project and a right-of-way waiver request subject to the requirements of El Segundo Municipal Code ("ESMC") Chapter 24A.
January 9, 2014

Stephanie Katsouleas
Director of Public Works
City of El Segundo
350 Main Street
El Segundo, CA 90245

Sam Lee
Director of Planning and Building & Safety
City of El Segundo
350 Main Street
El Segundo, CA 90245

Re: Relief from the Dedication Requirement at GrandKansas

Dear Ms. Katsouleas and Mr. Lee:

As you are aware, we are requesting that Condition of Approval Number 37 for the GrandKansas project be modified to eliminate the requirement to provide for "an irrevocable offer to dedicate an additional 9 feet along the entire Grand Avenue frontage of the subject property". The requirement to dedicate 10 feet along the entire Grand Avenue frontage has been met with the recordation of the Tract Map on December 23, 2013.

The requested 9 foot incremental dedication would encroach on the private patios of the newly developed project and have a negative impact on value and the streetscape along Grand Avenue.

We appreciate your consideration of this request.

Very truly yours,

William D. Messori
Senior Vice President
EXISTING LANGUAGE FOR CONDITION NO. 37

Before the City issues a Certificate of Occupancy and records the final map, the applicant must dedicate 10 feet along the entire Grand Avenue frontage of the subject property and provide an irrevocable offer to dedicate an additional 9 feet along the entire Grand Avenue frontage of the subject property to the satisfaction of the Public Works Department and the City Attorney. The City has the right to exercise its right to accept the property subject to the offer of dedication on or after the earlier of, September 1, 2024, or 15 years following the date on which the certificate of occupancy was issued for the last building on the property. If the City amends its Circulation Element such that property that is subject to the offer of dedication is no longer required for public right-of-way purposes, then the offer of dedication will automatically expire. The applicant must enter into an agreement, in a form approved by the City Attorney, holding the City harmless and indemnifying it from any hazardous materials or contamination that may affect the property offered for dedication.

PROPOSED LANGUAGE FOR CONDITION NO. 37

Before the City issues a Certificate of Occupancy and records the final map, the applicant must dedicate 10 feet along the entire Grand Avenue frontage of the subject property. The applicant must enter into an agreement, in a form approved by the City Attorney, holding the City harmless and indemnifying it from any hazardous materials or contamination that may affect the property offered for dedication.
RESOLUTION NO. _____

A RESOLUTION MODIFYING CONDITION NO. 37 IN RESOLUTION NO. 4779 FOR THE 222 KANSAS STREET SPECIFIC PLAN (222 KSSP) PROJECT LOCATED AT 1520-1598 EAST GRAND AVENUE AND 222-250 KANSAS STREET

The City Council of the City of El Segundo does resolve as follows:

SECTION 1: The City Council finds and declares that:

A. On September 4, 2012, the City Council adopted Resolution No. 4779 and Ordinance No. 1470, approving the 222 Kansas Street Specific Plan (KSSP) project;

B. On January 9, 2014, Mar Ventures, Inc. requested that Condition No. 37 be modified to remove the requirement for an irrevocable offer to dedicate an additional 9 feet along the entire Grand Avenue frontage of the subject property;

C. On February 4, 2014, the City Council held a public hearing and considered the information provided by City staff, public testimony and the applicant, Mar Ventures, Inc;

D. On February 4, 2014, the City Council introduced and waived first reading of Ordinance No. _____; and

E. This Resolution and its findings are made based upon the entire administrative record including, without limitation, testimony and evidence presented to the Council at its February 4, 2014 hearing including, without limitation, the staff report submitted by the Planning and Building Safety Department.

SECTION 2: Environmental Assessment. Nothing in this Resolution affects the California Environmental Quality Act ("CEQA") determination made by the City Council on September 4, 2012; by itself, this Resolution does not constitute a "project" for the purposes of CEQA.

SECTION 3: Approvals. The City Council modifies Condition No. 37 in Resolution No. 4779 to read as follows:

"Before the City issues a Certificate of Occupancy and records the final map, the applicant must dedicate 10 feet along the entire Grand Avenue frontage of the subject property. The applicant must enter into an
agreement, in a form approved by the City Attorney, holding the City harmless and indemnifying it from any hazardous materials or contamination that may affect the property offered for dedication."

SECTION 4: Reliance on Record. Each and every one of the findings and determinations in this Resolution are based on the competent and substantial evidence, both oral and written, contained in the entire record relating to the project. The findings and determinations constitute the independent findings and determinations of the City Council in all respects and are fully and completely supported by substantial evidence in the record as a whole.

SECTION 5: Limitations. The City Council's analysis and evaluation of the project is based on the best information currently available. It is inevitable that in evaluating a project that absolute and perfect knowledge of all possible aspects of the project will not exist. One of the major limitations on analysis of the project is the City Council's lack of knowledge of future events. In all instances, best efforts have been made to form accurate assumptions. Somewhat related to this are the limitations on the City's ability to solve what are in effect regional, state, and national problems and issues. The City must work within the political framework within which it exists and with the limitations inherent in that framework.

SECTION 6: Summaries of Information. All summaries of information in the findings, which precede this section, are based on the substantial evidence in the record. The absence of any particular fact from any such summary is not an indication that a particular finding is not based in part on that fact.

SECTION 7: This Resolution will remain effective until superseded by a subsequent resolution.

SECTION 8: A copy of this Resolution must be mailed to Mar Ventures, Inc., SMPO Lab, LLC, and to any other person requesting a copy.
SECTION 9: This Resolution is the City Council’s final decision and will become effective immediately upon adoption.

PASSED, APPROVED AND ADOPTED this 4th day of February 2014.

Bill Fisher, Mayor

ATTEST:

STATE OF CALIFORNIA )
COUNTY OF LOS ANGELES )   SS
CITY OF EL SEGUNDO )

I, Tracy Weaver, City Clerk of the City of El Segundo, California, do hereby certify that the whole number of members of the City Council of said City is five; that the foregoing Resolution No. ____ was duly passed and adopted by said City Council, approved and signed by the Mayor, and attested to by the City Clerk, all at a regular meeting of said Council held on the 4th day of February, 2014, and the same was so passed and adopted by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Tracy Weaver, City Clerk

APPROVED AS TO FORM:
Mark D. Hensley, City Attorney

By:
    Karl H. Berger, Assistant City Attorney
ORDINANCE NO. ___

AN ORDINANCE MODIFYING CONDITION NO. 37 IN ORDINANCE NO. 1470 FOR THE 222 KANSAS STREET SPECIFIC PLAN (222 KSSP) PROJECT LOCATED AT 1520-1598 EAST GRAND AVENUE AND 222-250 KANSAS STREET

The City Council of the City of El Segundo does ordain as follows:

SECTION 1: The City Council finds and declares that:

A. On September 4, 2012, the City Council adopted Resolution No. 4779 and Ordinance No. 1470, approving the 222 Kansas Street Specific Plan (222 KSSP) project;

B. On January 9, 2014, Mar Ventures, Inc. requested that Condition No. 37 be modified to remove the requirement for an irrevocable offer to dedicate an additional 9 feet along the entire Grand Avenue frontage of the subject property;

C. On February 4, 2014, the City Council held a public hearing and considered the information provided by City staff, public testimony and the applicant, Mar Ventures, Inc;

D. On February 4, 2014, the City Council introduced and waived first reading of Ordinance No. ___; and

E. This Ordinance and its findings are made based upon testimony and evidence presented to the Council at its February 4, 2014 hearing including, without limitation, the staff report submitted by the Department of Planning and Building Safety.

SECTION 2: Environmental Assessment. Nothing in this Ordinance affects the California Environmental Quality Act ("CEQA") determination made by the City Council on September 4, 2012; by itself, this Ordinance does not constitute a "project" for the purposes of CEQA.

SECTION 3: Approvals. The City Council modifies Condition No. 37 in Ordinance No. 1470 to read as follows:

"Before the City issues a Certificate of Occupancy and records the final map, the applicant must dedicate 10 feet along the entire Grand Avenue frontage of the subject property. The applicant must enter into an agreement, in a form approved by the City Attorney,
holding the City harmless and indemnifying it from any hazardous materials or contamination that may affect the property offered for dedication.”

SECTION 4: Reliance on Record. Each and every one of the findings and determinations in this Ordinance are based on the competent and substantial evidence, both oral and written, contained in the entire record relating to the Project. The findings and determinations constitute the independent findings and determinations of the City Council in all respects and are fully and completely supported by substantial evidence in the record as a whole.

SECTION 5: Limitations. The City Council’s analysis and evaluation of the Project is based on the best information currently available. It is inevitable that in evaluating a project that absolute and perfect knowledge of all possible aspects of the Project will not exist. One of the major limitations on analysis of the Project is the City Council’s knowledge of future events. In all instances, best efforts have been made to form accurate assumptions. Somewhat related to this are the limitations on the City’s ability to solve what are in effect regional, state, and national problems and issues. The City must work within the political framework within which it exists and with the limitations inherent in that framework.

SECTION 6: Summaries of Information. All summaries of information in the findings which precede this section, are based on the substantial evidence in the record. The absence of any particular fact from any such summary is not an indication that a particular finding, is not based in part on that fact.

SECTION 7: Effectiveness of ESMC. Repeal or amendment of any provision of the ESMC will not affect any penalty, forfeiture, or liability incurred before or preclude prosecution and imposition of penalties for any violation occurring before this Ordinance’s effective date. Any such repealed part will remain in full force and effect for sustaining action or prosecuting violations occurring before the effective date of this Ordinance.

SECTION 8: Memorization. The City Clerk is directed to certify the passage and adoption of this Ordinance; cause it to be entered into the City of El Segundo’s book of original ordinances; make a note of the passage and adoption in the records of this meeting; and, within fifteen (15) days after the passage and adoption of this Ordinance, cause it to be published or posted in accordance with California law.

SECTION 9: Severability. If any part of this Ordinance or its application is deemed invalid by a court of competent jurisdiction, the city council intends that such invalidity will not affect the effectiveness of the remaining provisions or applications and, to this end, the provisions of this Ordinance are severable.
SECTION 10: Effective Date. This Ordinance will become effective on the thirty-first (31st) day following its passage and adoption.

PASSED, APPROVED AND ADOPTED this 18th day of February, 2014.

Bill Fisher, Mayor

ATTEST:

STATE OF CALIFORNIA )
COUNTY OF LOS ANGELES ) SS
CITY OF EL SEGUNDO )

I, Tracy Weaver, City Clerk of the City of El Segundo, California, do hereby certify that the whole number of members of the City Council of said City is five; that the foregoing Ordinance No. was duly introduced by said City Council at a regular meeting held on the 4th day of February, 2014, and was duly passed and adopted by said City Council, approved and signed by the Mayor, and attested to by the City Clerk, all at a regular meeting of said Council held on the 18th day of February, 2014, and the same was so passed and adopted by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Tracy Weaver, City Clerk

APPROVED AS TO FORM:
Mark D. Hensley, City Attorney

By: Karl H. Berger, Assistant City Attorney
EL SEGUNDO CITY COUNCIL
AGENDA STATEMENT

MEETING DATE: February 4, 2014
AGENDA HEADING: New Business

AGENDA DESCRIPTION:
Consideration and possible action regarding the Fiscal Year 2012-2013 Yearend Report and FY 2013-2014 First Quarter Financial Review.  (Fiscal Impact: none)

RECOMMENDED COUNCIL ACTION:
(2) Approve designations of $1,608,034
(3) Alternatively discuss and take other action related to this item

ATTACHED SUPPORTING DOCUMENTS:
ATTACHMENT A – Strategic Plan Update

FISCAL IMPACT: Included in Adopted Budget

<table>
<thead>
<tr>
<th>Amount Budgeted:</th>
<th>$0</th>
</tr>
</thead>
<tbody>
<tr>
<td>Additional Appropriation:</td>
<td>N/A</td>
</tr>
<tr>
<td>Account Number(s):</td>
<td>none</td>
</tr>
</tbody>
</table>

ORIGINATED BY: Angelina Garcia, Fiscal Services Manager
REVIEWED BY: Deborah Cullen, Director of Finance
APPROVED BY: Greg Carpenter, City Manager

BACKGROUND AND DISCUSSION:

Fiscal Year 2012-2013 Yearend

General Fund Year-End Results
The Fiscal Year 2012-2013 General Fund operations resulted in Total Revenues of $60,075,800, Expenditures of $53,532,700, resulting in a net surplus of $6,543,200. This is an increase of $917,600 to the projected surplus of $5,625,600 that was reported at the September 3, 2013 Preliminary Budget Hearing. At that hearing staff informed Council that the estimated surplus was related to the additional revenue received based on the Chevron Tax Resolution Agreement. As detailed later in this report, changes in estimates include:
- An increase to Property Tax assessed valuation of approximately $202,000;
- A decrease in Sales Tax of $335,000, primarily due to a misallocation of taxes;
- An increase in Gas UUT of approximately $220,000 due to increase usage in the local power plant;
- A decrease in overall projected expenditures in the General Fund of approximately $710,000.
Table 1 – Summary of General Fund Operations for Yearend 9/30/13:

<table>
<thead>
<tr>
<th>General Fund Operations</th>
<th>FY 2012-2013 Year-End Estimate</th>
<th>FY 2012-2013 Year-End Actual</th>
<th>$ Change in Estimate</th>
<th>% Change in Estimate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Revenues</td>
<td>$59,504,000</td>
<td>60,075,829</td>
<td>571,829</td>
<td>0.96%</td>
</tr>
<tr>
<td>Expenditures</td>
<td>53,878,400</td>
<td>53,532,661</td>
<td>-345,739</td>
<td>-0.64%</td>
</tr>
<tr>
<td>Surplus</td>
<td>$5,625,600</td>
<td>6,543,168</td>
<td>917,568</td>
<td>16.31%</td>
</tr>
</tbody>
</table>

Table 2 – FY 2012-2013 Yearend Revenues – Estimates v. Actual

<table>
<thead>
<tr>
<th>Revenue Source</th>
<th>FY 2012-2013 Year-End Estimate</th>
<th>FY 2012-2013 Year-End Actual</th>
<th>$ Change in Estimate</th>
<th>% Change in Estimate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Business License</td>
<td>$10,028,000</td>
<td>10,082,800</td>
<td>54,800</td>
<td>1%</td>
</tr>
<tr>
<td>Sales &amp; Use Tax</td>
<td>6,800,000</td>
<td>6,464,300</td>
<td>(335,700)</td>
<td>-5%</td>
</tr>
<tr>
<td>Sales Tax in Lieu</td>
<td>2,652,000</td>
<td>2,652,000</td>
<td>-1,000</td>
<td>0%</td>
</tr>
<tr>
<td>Property Tax</td>
<td>6,130,000</td>
<td>6,332,200</td>
<td>202,200</td>
<td>3%</td>
</tr>
<tr>
<td>Transient Occupancy (TOT)</td>
<td>5,100,000</td>
<td>5,156,200</td>
<td>56,200</td>
<td>1%</td>
</tr>
<tr>
<td>Charges for Services</td>
<td>4,360,700</td>
<td>4,700,950</td>
<td>340,250</td>
<td>8%</td>
</tr>
<tr>
<td>Electric Utility Tax</td>
<td>3,200,000</td>
<td>3,203,200</td>
<td>3,200</td>
<td>0%</td>
</tr>
<tr>
<td>Franchise Tax</td>
<td>2,340,000</td>
<td>2,328,250</td>
<td>(11,750)</td>
<td>-1%</td>
</tr>
<tr>
<td>Cogeneration Electric</td>
<td>1,334,000</td>
<td>1,234,850</td>
<td>(99,150)</td>
<td>-7%</td>
</tr>
<tr>
<td>License &amp; Permits</td>
<td>1,554,500</td>
<td>1,541,200</td>
<td>(13,300)</td>
<td>-1%</td>
</tr>
<tr>
<td>Gas Utility Tax</td>
<td>1,600,000</td>
<td>1,765,850</td>
<td>165,850</td>
<td>10%</td>
</tr>
<tr>
<td>Tax Resolution Agreement</td>
<td>5,682,000</td>
<td>5,682,000</td>
<td>-1,000</td>
<td>0%</td>
</tr>
<tr>
<td>Interest on Investments</td>
<td>210,000</td>
<td>151,800</td>
<td>(58,200)</td>
<td>-28%</td>
</tr>
<tr>
<td>Other Revenues</td>
<td>3,932,800</td>
<td>4,200,300</td>
<td>267,500</td>
<td>7%</td>
</tr>
<tr>
<td><strong>Total General Fund Revenues, Net of Transfers</strong></td>
<td>54,924,000</td>
<td>55,495,800</td>
<td>571,800</td>
<td>1.04%</td>
</tr>
<tr>
<td>Transfers In</td>
<td>4,580,000</td>
<td>4,580,000</td>
<td>0</td>
<td>0.00%</td>
</tr>
<tr>
<td><strong>Total General Fund Revenues</strong></td>
<td>$59,504,000</td>
<td>60,075,800</td>
<td>571,800</td>
<td>0.96%</td>
</tr>
</tbody>
</table>

As noted in the table above, the major changes to estimates in revenues are as follows:

- **Sales & Use Tax** – the last payment received in FY 2012-2013 came in approximately $139,000 higher than expected. However, subsequent to receiving this payment, the City was informed by the State Board of Equalization that $475,000 was misallocated to the City and would be adjusted out of future payments received by the City. For this reason, the City has not recorded the $475,000. As a result, the change in estimate is a decrease of $335,700 from the original estimate presented in September 2013.

- **Property Tax** – in the Fall of 2013, staff was informed that the property value increased for both secured and unsecured property, primarily due to improvements. This resulted in an additional $202,000 in taxes to the City.

- **Charges for Services** – Various zoning and planning fees were up due to several one-time
large scale development projects coming in earlier than expected. This amounts to an increase of 8% or $340,250 from earlier estimates.

- **Cogeneration Electric** – This category came in $99,150 lower than expected, primarily due to lower than anticipated production in operations.
- **Gas Utility Tax** – This category also came in over $220,000 higher than anticipated, primarily due to the local power plant’s increase in usage in the last two months of the fiscal year.
- **Interest on Investments** – Interest on investments came in $58,200 lower than expected primarily due to portfolio rebalancing.

### Table 3 – FY 2012-2013 Yearend Expenditures – Estimates v. Actual

<table>
<thead>
<tr>
<th>Department</th>
<th>Yearend Estimate 12/13</th>
<th>Actuals 12/13</th>
<th>Over (Under) Estimate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Elected Officials</td>
<td>$880,950</td>
<td>$857,400</td>
<td>$(23,550)</td>
</tr>
<tr>
<td>Administrative Support</td>
<td>3,782,000</td>
<td>3,774,900</td>
<td>$(7,100)</td>
</tr>
<tr>
<td>Police</td>
<td>15,732,150</td>
<td>15,697,100</td>
<td>$(35,050)</td>
</tr>
<tr>
<td>Fire</td>
<td>13,030,850</td>
<td>13,003,600</td>
<td>$(27,250)</td>
</tr>
<tr>
<td>Communications Center</td>
<td>1,389,500</td>
<td>1,314,800</td>
<td>$(74,700)</td>
</tr>
<tr>
<td>Planning/Building Safety</td>
<td>2,428,050</td>
<td>2,290,200</td>
<td>$(137,850)</td>
</tr>
<tr>
<td>Public Works</td>
<td>5,359,950</td>
<td>5,179,500</td>
<td>$(180,450)</td>
</tr>
<tr>
<td>Recreation and Parks</td>
<td>4,889,700</td>
<td>4,792,100</td>
<td>$(97,600)</td>
</tr>
<tr>
<td>Library</td>
<td>2,210,600</td>
<td>2,079,400</td>
<td>$(131,200)</td>
</tr>
<tr>
<td>Nondepartment</td>
<td>3,657,500</td>
<td>3,657,500</td>
<td>0</td>
</tr>
<tr>
<td>Transfers to Other Funds</td>
<td>517,200</td>
<td>521,900</td>
<td>4,700</td>
</tr>
<tr>
<td><strong>Total General Fund Expenditures</strong></td>
<td><strong>53,878,450</strong></td>
<td><strong>53,168,400</strong></td>
<td><strong>(710,050)</strong></td>
</tr>
</tbody>
</table>

### Summary of Expenditures by Cost Category:

<table>
<thead>
<tr>
<th>Category</th>
<th>Yearend Estimate 12/13</th>
<th>Actuals 12/13</th>
<th>Over (Under) Estimate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Salaries &amp; Benefits</td>
<td>$43,413,200</td>
<td>$43,383,350</td>
<td>$(29,850)</td>
</tr>
<tr>
<td>Nonpersonnel</td>
<td>10,465,250</td>
<td>9,785,050</td>
<td>$(680,200)</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>$53,878,450</td>
<td>$53,168,400</td>
<td>$(710,050)</td>
</tr>
</tbody>
</table>

Nonpersonnel expenditures came in $680,200 below budget at yearend. During the third quarter financial review, departments were asked to estimate their yearend expenditures and at that time the estimates from the departments totaled $10,465,250. However, at yearend, $680,200 remained unspent.

In addition to the total expenditures noted above on Table 3, staff has also set aside approximately $214,200 for encumbrances, and $150,000 for continuing appropriations. Table 4 shows the annual expenditures, plus appropriations totaling $53,532,600.
**Table 4 – General Fund Expenditures and Additional Appropriations – 9/30/13**

<table>
<thead>
<tr>
<th>Expenditures @ 9/30/13:</th>
<th>$ 53,168,400</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Plus:</strong></td>
<td></td>
</tr>
<tr>
<td>Encumbrances:</td>
<td>$ 214,200</td>
</tr>
<tr>
<td>Continuing Appropriations:</td>
<td>$ 150,000</td>
</tr>
<tr>
<td><strong>Total:</strong></td>
<td>$ 53,532,600</td>
</tr>
<tr>
<td>Estimated @ 9/2013:</td>
<td>$ 53,878,450</td>
</tr>
<tr>
<td><strong>Over (Under):</strong></td>
<td>$ (345,850)</td>
</tr>
</tbody>
</table>

**FY 2012-2013 Yearend Revenues & Expenditures - Summary**
As was illustrated in Table 1, the yearend results show a surplus of $6,543,200 due to the double payment from the tax resolution agreement with Chevron. Table 5 below illustrates the balancing of the FY 2013-14 Budget, the Required Reserve Deposit, and the Recommendations for Designation of General Fund Surplus:

**Table 5 – Summary of Appropriations/Designations**

<table>
<thead>
<tr>
<th>Revenues Less Expenditures @ 9/30/13:</th>
<th>$ 6,543,200</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>To Fund:</strong></td>
<td></td>
</tr>
<tr>
<td>FY 13/14 Deficit</td>
<td>$ 2,673,400</td>
</tr>
<tr>
<td>FY 13/14 Required Reserve Deposit</td>
<td>$ 2,261,766</td>
</tr>
<tr>
<td><strong>Surplus:</strong></td>
<td>$ 1,608,034</td>
</tr>
<tr>
<td><strong>Recommendations for Designation:</strong></td>
<td></td>
</tr>
<tr>
<td>Douglas Repayment</td>
<td>$ 1,205,034</td>
</tr>
<tr>
<td>Asset Forfeiture Advance</td>
<td>$ 280,000</td>
</tr>
<tr>
<td>Budget Adjustments</td>
<td>$ 123,000</td>
</tr>
<tr>
<td><strong>Total:</strong></td>
<td>$ 1,608,034</td>
</tr>
</tbody>
</table>

**To Fund the FY 13/14 Deficit**
At the September 17th Council Meeting, the FY 2013-2014 Operating Budget was Adopted with a $2,673,400 General Fund Deficit. This was with the knowledge that the FY 2012-2013 General Fund would end the year with a surplus, due to the new TRA Agreement with Chevron.

**To Fund the FY 13/14 Required 17% Reserve Deposit**
The City’s General Fund Reserve Policy requires that a reserve is set in the amount of 17% of General Fund Expenditures. Staff examined the reserve balances, and, as shown in the table below, calculated $2,261,766 of the surplus should be placed in the reserve to meet the required levels.

**Table 6 – General Fund Reserve**

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Beginning Fund Balance 9/30/12</strong></td>
<td>$ 7,839,124</td>
</tr>
<tr>
<td><strong>2013-2014 Expenditure Budget</strong></td>
<td>$ 59,417,000</td>
</tr>
<tr>
<td><strong>X 17%</strong></td>
<td>X 17%</td>
</tr>
<tr>
<td><strong>Required Reserve</strong></td>
<td>$ 10,100,890</td>
</tr>
<tr>
<td><strong>Additional Amounts Needed:</strong></td>
<td>$ 2,261,766</td>
</tr>
</tbody>
</table>
Designated for Douglas Repayment

Staff also reviewed the balance in the City’s Debt Service Fund, which is used to record the Douglas Street Loan Repayment. This repayment is currently funded with Traffic Mitigation Fees collected from developers. During the FY 2012-2013 General Fund Budget Adoption, $2.6 million was transferred from the Douglas Street Loan Debt Service Fund to the General Fund in order to balance the budget. The balance in that fund, after the $2.6 million transfer was $1 million; enough for FY 12/13 and FY 13/14 annual payments. The Debt Service Fund will be depleted by the end of this fiscal year, as there have not been or estimated to be enough Traffic Mitigation Fees collected to meet next year’s payment. Therefore, staff recommends replenishing this Fund in the amount of $1,205,034. This will give the Debt Service Fund enough to make the payments for the next two years. Annual debt payments are approximately $540,000.

Asset Forfeiture Advance

Asset Forfeiture funds are collected by the City’s Police Department from assets seized in criminal activities. In the FY 2013-2014 Asset Forfeiture Budget, $537,800 was appropriated to pay for 5 police sworn personnel positions, and were to be funded with revenues collected in this Fund. Since the fall of 2013, the City stopped receiving asset forfeiture distributions, due to sequestration. As a result, the Asset Forfeiture Fund is estimated to run out of funds in May of 2014. Although it is possible we will be allocated our share of distributions, staff recommends setting up a designation of $280,000 to cover this potential shortfall for the remainder of the 2013-2014 Fiscal Year.

Additional Appropriations

Staff has also identified $123,000 of budget adjustments noted after the FY 13/14 budget was adopted. These include:

- $60,000 for credit card fees for customer transactions – Historically, these fees were charged to individual departments without a budget. Due to an increase in electronic payment throughout the City, these fees have now increased over the last couple of years and staff is recommending to increase nonpersonnel budget in order to not impact department budgets;
- $10,000 for legal expenses and police overtime costs ( – These are related to State re-alignment offenders’ prosecuted cases;
- $18,000 for the OPEB valuation report – Due to a change in GASB reporting requirements, the City will need an actuarial valuation conducted over the summer;
- $35,000 for the CalPERS rate increase that is set to begin July 1, 2014. Although the City budgeted the CalPERS rate based on the most current valuation provided by CalPERS at the time, a new valuation report was issued in October 2013 (subsequent to budget adoption), with higher than anticipated rates for the July-September 2014 Quarter.
Other Funds

Internal Service Funds

The budgets in the Internal Service Funds, which include Equipment Replacement, General Liability, and Workers’ Compensation, are all in balance. These funds are used to accumulate and allocate costs internally among the City’s various functions.

The Equipment Replacement Fund will charge 100% of the annual equipment replacement charge to all funds.

The General Liability and Workers’ Compensation Funds have been funded at the actuarially determined expected rate.

Enterprise Funds

The budgets in the Water and Sewer are in balance.

The Golf Course Fund will be able to make a repayment to the General Fund of $40,300. The repayment to the General Fund was scheduled for $200,000. However, there were insufficient revenues to cover the entire payment.

Collectively, these are all separate funds where the City charges a fee to customers to cover all or most of the costs of services it provides. Although the funds currently are reporting positive annual results, the long-term capital asset replacements are still underfunded.

First Quarter Financial Review Fiscal Year 2013-2014

Staff has reviewed all revenues and expenditures for the first quarter of Fiscal Year 2013-2014, with an emphasis on the General Fund, to determine if all sources and uses are on target with the originally adopted budget.

Staff analyzed the revenues for the first quarter compared to historical averages of the last 8 fiscal years and most revenue streams were tracking fairly close with historical averages.

General Fund Revenues

General Fund revenues through the end of the first quarter are at 17.6% of total FY 2013-2014 budget. The following is a list of major General Fund revenues, and the performance of each source through the first quarter:
### Table 7 – FY 2013-2014 Revenues – First Quarter

<table>
<thead>
<tr>
<th>Revenue Source</th>
<th>Prior Year Q1 FY 2012-2013</th>
<th>Current Year Q1 FY 2013-2014</th>
<th>Variance to Prior QTR Over/ (Under)</th>
<th>% change to SPLY*</th>
<th>Adopted Budget FY 2013-2014</th>
<th>% Received Q1 FY 2013-2014</th>
<th>% Received Q1 Historically</th>
</tr>
</thead>
<tbody>
<tr>
<td>Business License</td>
<td>$562,339</td>
<td>168,734</td>
<td>-393,605</td>
<td>-69.99%</td>
<td>10,294,500</td>
<td>1.64%</td>
<td>6.20%</td>
</tr>
<tr>
<td>Sales &amp; Use Tax</td>
<td>1,246,063</td>
<td>1,820,835</td>
<td>574,772</td>
<td>46.13%</td>
<td>7,500,000</td>
<td>24.28%</td>
<td>25.69%</td>
</tr>
<tr>
<td>Sales Tax in Lieu</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0.00%</td>
<td>2,226,500</td>
<td>0.00%</td>
<td>0.00%</td>
</tr>
<tr>
<td>Property Tax</td>
<td>2,312,990</td>
<td>2,461,254</td>
<td>148,264</td>
<td>6.41%</td>
<td>6,537,500</td>
<td>37.65%</td>
<td>35.85%</td>
</tr>
<tr>
<td>Tax Resolution Agreement</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0.00%</td>
<td>5,906,900</td>
<td>0.00%</td>
<td>0.00%</td>
</tr>
<tr>
<td>Transient Occupancy (TOT)</td>
<td>1,055,520</td>
<td>1,180,420</td>
<td>124,900</td>
<td>11.83%</td>
<td>5,125,000</td>
<td>23.03%</td>
<td>22.94%</td>
</tr>
<tr>
<td>Charges for Services</td>
<td>1,101,791</td>
<td>1,438,785</td>
<td>336,994</td>
<td>30.59%</td>
<td>4,215,900</td>
<td>34.13%</td>
<td>29.50%</td>
</tr>
<tr>
<td>Electric Utility Tax</td>
<td>816,682</td>
<td>814,034</td>
<td>-2,648</td>
<td>-0.32%</td>
<td>3,225,000</td>
<td>25.24%</td>
<td>27.89%</td>
</tr>
<tr>
<td>Franchise Tax</td>
<td>97,638</td>
<td>90,146</td>
<td>-7,492</td>
<td>-7.67%</td>
<td>2,455,000</td>
<td>3.67%</td>
<td>4.82%</td>
</tr>
<tr>
<td>Cogenerated Electric</td>
<td>234,881</td>
<td>359,954</td>
<td>125,073</td>
<td>53.25%</td>
<td>1,350,000</td>
<td>26.66%</td>
<td>27.03%</td>
</tr>
<tr>
<td>License &amp; Permits</td>
<td>346,017</td>
<td>599,853</td>
<td>253,836</td>
<td>73.36%</td>
<td>1,477,500</td>
<td>40.60%</td>
<td>5.35%</td>
</tr>
<tr>
<td>Gas Utility Tax</td>
<td>288,260</td>
<td>514,721</td>
<td>226,461</td>
<td>78.56%</td>
<td>1,800,000</td>
<td>28.60%</td>
<td>21.33%</td>
</tr>
<tr>
<td>Interest on Investments</td>
<td>29,778</td>
<td>52,254</td>
<td>22,476</td>
<td>75.48%</td>
<td>240,000</td>
<td>21.77%</td>
<td>33.30%</td>
</tr>
<tr>
<td>Other Revenues</td>
<td>530,554</td>
<td>467,253</td>
<td>-63,301</td>
<td>-11.93%</td>
<td>3,989,800</td>
<td>11.71%</td>
<td>13.90%</td>
</tr>
<tr>
<td><strong>Total General Fund Revenues</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Net of Transfers</td>
<td>8,622,513</td>
<td>9,968,243</td>
<td>1,345,730</td>
<td>15.61%</td>
<td>56,343,600</td>
<td>17.69%</td>
<td>16.69%</td>
</tr>
<tr>
<td>Transfers In</td>
<td>1,145,001</td>
<td>100,000</td>
<td>-1,045,001</td>
<td>-186.25%</td>
<td>400,000</td>
<td>25.00%</td>
<td>25.00%</td>
</tr>
<tr>
<td><strong>Total General Fund Revenues</strong></td>
<td>9,767,514</td>
<td>10,068,243</td>
<td>300,729</td>
<td>-10.27%</td>
<td>56,743,600</td>
<td>17.74%</td>
<td>22.02%</td>
</tr>
</tbody>
</table>

*SPLY – Same period last year

**Business License Tax** is the City’s largest General Fund revenue source, accounting for 18.14% of total estimated revenues. The majority of this revenue stream is collected in January and February, and based on the preliminary numbers through the end of January this category appears to be on target to meet the annual budget.

**Sales & Use Tax** is estimated to generate approximately $7.5 million this fiscal year and is the City’s second largest revenue source. As of December 31, 2013, sales tax revenue is at 24.28% of budget received.

**Property Tax** is currently 6.41% or $148,300 over the same period last year. Although the City has experienced an increase to the same period last year, it is still expected to be on target to meet the FY 2013-2014 budget.
**Transient Occupancy Tax (TOT)** is approximately 11.83% or $124,900 above the same period last year, with 23.03% of budget received. This revenue is rebounding as the economy improves due to increased occupancies and room rates. At this time TOT seems to be on target to meet budget. Staff will continue to monitor and report any changes due to the economic conditions at mid-year.

**Charges for Services** includes Zoning and Planning fees, Plan Check fees, Plan Retention fees, Energy Plan Check fees, and Planning Service fees and have a combined budget of $4,215,900. The City has received $1,438,785 or 34.13% of budget through the first quarter. This is a 30.59% or $337,900 increase over the same period last year. According to the Planning and Building Safety Department, there has been an increase in plan check fees during the 1st quarter compared to the same quarter last year, but is anticipated to slow down during the remainder of the fiscal year. Fire permit inspections and high rise building inspections are also up for the 1st quarter compared to last year. At this time staff is estimating this revenue group to end the year on target.

**Electric Utility Users Tax** is only slightly lower than the same period last year. Additionally, 25.24% of revenue has been received and it is projected that this revenue source will make budget through this fiscal year.

**Franchise Tax** is currently on target when compared to the same period last year. The City has received 3.67% of total revenues in the first quarter, with the majority of this revenue coming from two payments received in April. Staff expects this revenue to be to meet budget at yearend.

**Cogenerated Electric** is 53.25% or $125,100 higher than the same period last year with 26.7% of budget received. The fluctuation of the price of natural gas is the biggest impact affecting the price per megawatt hour. Electricity pricing was higher and volume was higher as the fourth Cogen train has been fully implemented. This revenue category expects to meet estimated revenue projections at year end.

**License and Permits** recorded revenues of $599,900 or 40.6% of budget for the first quarter. According to the Planning and Building Safety Department, this increase is primarily due to an increase in building, plumbing, electrical, street, and mechanical permits during the first quarter compared to the same period last year. This revenue stream will be analyzed at midyear to determine if it is still on target for the original estimated budget amount.

**Gas Utility Tax** is currently at 28.6% of budget received. The primary factor for the increase is the usage at the power plant is up because the new power plant has been fully operational this fiscal year compared to same period last year. This category will be watched closely by focusing on the price of natural gas along with consumption.
Interest on Investments for the quarter ending December 31, 2013 is tracking according to plan with $31,270 in general fund income received for the period net of bank fees. Earnings continue to be constrained due to low interest rate yields for investments with maturities between 1-day to 5-years. Currently, the City’s portfolio is invested in Local Agency Investment Funds (LAIF – 2.98% of portfolio value), Federal Agency Issues (57.20%), negotiable Certificates of Deposit (28%), and corporate securities (12.51%) with an overall effective yield of 0.93%.

General Fund Expenditures

The General Fund expenditures through December 31st, 2013 are at 25.72% of the adopted budget. It is important to mention here that historically the first quarter numbers track slightly higher than the remainder of the year due primarily to pay outs of vacation and sick leave balances for retirements and resignations.

Table 8 – FY 2013-2014 General Fund Expenditures – First Quarter

<table>
<thead>
<tr>
<th>Department</th>
<th>1st Quarter Fiscal Year 2013-2014 Expend.</th>
<th>Adopted Budget Fiscal Year 2013-2014</th>
<th>% Budget Expended</th>
</tr>
</thead>
<tbody>
<tr>
<td>Elected Officials</td>
<td>$239,195</td>
<td>980,000</td>
<td>24.41%</td>
</tr>
<tr>
<td>Administrative Support</td>
<td>943,018</td>
<td>4,531,300</td>
<td>20.81%</td>
</tr>
<tr>
<td>Police</td>
<td>4,785,703</td>
<td>1,697,790</td>
<td>28.19%</td>
</tr>
<tr>
<td>Fire</td>
<td>4,145,601</td>
<td>1,348,900</td>
<td>28.81%</td>
</tr>
<tr>
<td>Communications Center</td>
<td>329,730</td>
<td>1,389,500</td>
<td>23.73%</td>
</tr>
<tr>
<td>Planning/Building Safety</td>
<td>563,573</td>
<td>2,855,700</td>
<td>19.74%</td>
</tr>
<tr>
<td>Public Works</td>
<td>1,270,000</td>
<td>5,901,200</td>
<td>21.52%</td>
</tr>
<tr>
<td>Recreation and Parks</td>
<td>1,117,871</td>
<td>5,093,600</td>
<td>21.95%</td>
</tr>
<tr>
<td>Library</td>
<td>570,923</td>
<td>2,361,400</td>
<td>24.18%</td>
</tr>
<tr>
<td>Nondepartment</td>
<td>1,226,898</td>
<td>4,591,100</td>
<td>26.72%</td>
</tr>
<tr>
<td>Transfers to Other Funds</td>
<td>86,601</td>
<td>346,400</td>
<td>25.00%</td>
</tr>
</tbody>
</table>

Total General Fund Expenditures $15,279,113 59,417,000 25.72%

Elected Officials and Administrative Support Services

This category, which consists of the City Council, City Clerk, City Treasurer, City Manager’s office, Finance and Human Resources, is currently on target with budget.

Nondepartment

Nondepartment expenditures are currently at 26.72% of the adopted budget. Historically, this department’s first quarter expenditures exceed the 25% mark due to the payouts of overaccrued sick and vacation balances. However, staff expects the expenditures during the remainder of the year to be on target with budget.
Public Safety
The Fire Department in total is on target with budget. First-quarter expenditures totaled $4,145,601 or 28.81% of budget.

The Police Department in total is on target with budget. First-quarter expenditures totaled $4,785,703 or 28.19% of budget.

Historically, expenditures in these two departments come in slightly higher in the first quarter due to the Holiday Pay being paid out in December of each year. Additionally, overtime appears to be on target with budget.

Planning and Building Safety
Expenditures for the first quarter are $563,573 or 19.74% of the budget. This department continues to adjust staff with consultant resources which will enable them to reduce expenditures if necessary due to the uncertain economic conditions.

Public Works
This function’s General Fund divisions consist of Government Buildings, Engineering, Street Services, Street Maintenance, Traffic Safety, Solid Waste Recycling, Wastewater, Storm Drains, Equipment Maintenance and Administration. At the end of the first quarter this department is on target with actual expenditures at $1,270,000 or 21.52% of budget.

Recreational, Cultural and Information Services
The Recreation, Cultural and Information Services function includes the Recreation and Parks Department and the Library Department.

At the end of the first quarter the Recreation and Parks department is right on target with actual expenditures at $1,117,871 or 21.95% of budget.

Library Services is on target with budget at $570,923 or 24.18% of expenditures realized though the first quarter.

Summary
With 25% of the fiscal year complete, General Fund expenditures are at 25.72% of budget and revenues are 17% of budget and both are generally on target. However, it is important to remember that the FY 13/14 budget was adopted with a $2.6 million deficit, which was subsequently covered by one-time monies. Even if General Fund Revenues are on target to budget, the City still faces ongoing budget deficits due to revenues falling short of expenditures.
Introduction
The City of El Segundo has been referred to as “Mayberry by the Sea,” an all-American small town, located next to the Pacific Ocean and LAX, Los Angeles’ portal to the rest of the world. El Segundo is a charming, idyllic town, steeped in time honored values and traditions. However, we also firmly embrace our role as a leader in the aeronautical, technological and industrial arena. The City is home to a diverse pool of businesses, including mom-and-pop shops and restaurants as well as larger scale corporate offices and businesses. It is also quickly becoming a leading trendy office destination in the greater Los Angeles area thanks to its reputation as a business friendly City combined with reasonable commercial real estate pricing. The City of El Segundo continually strives to preserve its small town charm and promote its status as a “destination-city” for residents, businesses and visitors.

The Mission of the City of El Segundo is to “Provide a great place to live, work and visit.” This mission, at the center of the diagram illustrated on the next page, serves as the “destination” that our five (5) Guiding Principals lead toward and provides the context for our decision-making policies, goals and objectives.

The Purpose of this Strategic Plan is to act as a Citywide Work Program for core objectives and key initiatives to be undertaken in support of our Guiding Principles and Mission. The Plan includes those efforts and projects that the City Council has prioritized for implementation. Each task/project is associated with one of the Guiding Principles and will be achievable based on available resources. This Plan is adopted annually with the Budget and represents tasks that are underway and will continue during the next fiscal year, or that will begin in the next fiscal year if resources are available. The status of implementation and/or completion of the assignments will be reviewed by the City Council, and if necessary, adjusted at mid-year (spring of each year) and summarized during Strategic Planning (summer of each year). With the adoption of subsequent annual budgets, the Plan will be updated to remove completed tasks and incorporate new assignments. If significant tasks arise or are assigned during the annual cycle, they will be added to the plan and if necessary, others may need to be removed if adequate resources are not available.
Guiding Principles

El Segundo’s Mission is surrounded by five (5) supporting Guiding Principles that serve to:
- Provide structure for decision-making
- Create focus areas
- Establish budget/resource priorities
- Express the organization’s values

These Guiding Principles Include:
- Focus on Customer and Community Service
- Provide Quality Public Safety
- Maintain Quality Facilities, Infrastructure and Equipment
- Ensure Financial Stability
- Focus on Maintaining a Quality Workforce
Focus on Customer and Community Service

The City of El Segundo is committed to providing exceptional customer and community service, which includes but is not limited to providing dedicated police and fire protection services, a myriad of recreational resources and activities, dynamic community collaboration and partnerships, broad business development, support for local businesses and many more support services.

The City has identified several key actions as paramount to providing exceptional customer service, including ensuring that our technology applications are current and robust, that our libraries are capable of meeting the public’s changing needs, demands and expectations, and maintaining/upgrading our public parks and related facilities to meet the needs of a growing and diverse community.

The table on the following page highlights the City’s nine (9) Customer and Community Service key initiatives for 2014.
# Customer & Community Service

## Focus on Customer and Community Service

<table>
<thead>
<tr>
<th>Key Initiatives</th>
<th>Lead Department</th>
<th>Status</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Technology Upgrades</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Extend voice over IP to all City Facilities</td>
<td>Information Services</td>
<td>In progress</td>
<td>Improved connectivity and computer speed for users. Reduced phone service expenses.</td>
</tr>
<tr>
<td>Convert City computer system to virtual desktops</td>
<td>Information Services</td>
<td>In progress</td>
<td>Reduction in computer replacement cost by consolidating data storage.</td>
</tr>
<tr>
<td>Enhance citywide video system</td>
<td>Information Services</td>
<td>In progress</td>
<td>Reliant on completion of Fiber Project. PD will oversee video management system.</td>
</tr>
<tr>
<td>Connect east El Segundo to Fiber Project</td>
<td>Information Services</td>
<td>Scheduled</td>
<td>Construction is anticipated to begin in 2014 to provide fiber connection to City facilities east of Sepulveda Blvd.</td>
</tr>
<tr>
<td>Establish online purchasing system for City use</td>
<td>Finance Information Services</td>
<td>In progress</td>
<td>Intended to streamline/expedite internal City business and procurement transactions.</td>
</tr>
<tr>
<td><strong>Library Services</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Reopen City library on Fridays</td>
<td>Library</td>
<td>Scheduled</td>
<td>Friday hours will begin on February 14, 2014.</td>
</tr>
<tr>
<td><strong>Recreation and Parks</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Establish citywide volunteer coordinator</td>
<td>Recreation and Parks</td>
<td>Completed</td>
<td>Administration analyst reclassified on October 1, 2013 to oversee Citywide volunteers program.</td>
</tr>
<tr>
<td>Upgrade playgrounds to meet ADA and safety standards</td>
<td>Recreation and Parks</td>
<td>Unfunded</td>
<td>Alternative funding sources must be secured to implement this project.</td>
</tr>
<tr>
<td>Evaluate need for corporate beach shuttle service</td>
<td>Recreation and Parks</td>
<td>In progress/ Unfunded</td>
<td>Recreation coordinator is assessing feasibility and customer needs; funds for service have not yet been identified.</td>
</tr>
</tbody>
</table>
Provide Quality Public Safety

An essential role of local government is to ensure public safety. The City of El Segundo prides itself on providing quality public safety and a comprehensive and timely emergency response system through its Police and Fire Departments. The City recognizes that by protecting its citizens, businesses and visitors, it is also maintaining the City's reputation as a safe place to live, work and visit.

The City continually evaluates and re-evaluates its public safety measures to ensure that its safety and emergency response procedures exceed the community's needs. From ongoing staff training/education and timely dissemination of public safety information, to upgrading its emergency response system and ensuring seamless inter-departmental coordination, the City recognizes that a multi-faceted approach is critical toward fulfilling its public safety responsibilities.

The table on the following pages highlights the City's twelve (12) Quality Public Safety key initiatives for 2014.
### Provide Quality Public Safety

<table>
<thead>
<tr>
<th>Key Initiatives</th>
<th>Lead Department</th>
<th>Status</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Commence over-hiring to 64</td>
<td>Police</td>
<td>In progress</td>
<td>Approved by City Council during Strategic Planning.</td>
</tr>
<tr>
<td>Reestablish Community Lead Officer Program</td>
<td>Police</td>
<td>Completed</td>
<td>Community Lead Officer Program established; program is dedicated to preserving quality of life issues and crime complaints response (e.g. responses to graffiti reports, narcotics complaints, etc.).</td>
</tr>
<tr>
<td>Establish AB 109 multi-jurisdictional taskforce</td>
<td>Police</td>
<td>Completed</td>
<td>ESPD is a participatory member of the State's AB 109 Task Force.</td>
</tr>
<tr>
<td>Establish regional digital evidence lab with other law enforcement agencies.</td>
<td>Police</td>
<td>In progress/Unfunded</td>
<td>Awaiting funding from the State's AB 109 program.</td>
</tr>
</tbody>
</table>

### Emergency Preparedness/Coordination

<table>
<thead>
<tr>
<th>Key Initiatives</th>
<th>Lead Department</th>
<th>Status</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Complete Emergency Operations Plan (EOP)</td>
<td>Emergency Coordinator</td>
<td>Completed</td>
<td>Final approval granted by California OES; Adopted by City Council on November 5, 2013.</td>
</tr>
<tr>
<td>Seek grant funding to update the Hazard Mitigation Plan</td>
<td>Emergency Coordinator</td>
<td>In progress</td>
<td>Project has received a high rating of 86.67/100 and stands a good chance of receiving grant award. Awards will be selected between February-March, 2014. Hazard Mitigation Plan must be updated and submitted to FEMA prior to June 4, 2014.</td>
</tr>
<tr>
<td>Upgrade computers and phones in the EOC</td>
<td>Emergency Coordinator</td>
<td>In progress</td>
<td>Utilizing equipment replacement funds to fund equipment to provide redundancy and technology/upgrade.</td>
</tr>
<tr>
<td>Implement EOC training program</td>
<td>Emergency Coordinator</td>
<td>Pending</td>
<td>Training will commence once phones and computers are installed. Training will include revisions to EOC, WebEOC and newly developed EOC Procedures Manual.</td>
</tr>
</tbody>
</table>
## Provide Quality Public Safety

<table>
<thead>
<tr>
<th>Key Initiatives</th>
<th>Lead Department</th>
<th>Status</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Seek grant funding to conduct seismic retrofitting of Fire Station #1; replace apparatus bay doors with automatic doors; and install seismic early warning system</td>
<td>Emergency Coordinator</td>
<td>In progress</td>
<td>Awaiting project rating. Notice of Intent to apply for $351,500 has been submitted to FEMA. Awards selection expected to occur between February-March 2014. Fire Station #1 needs new apparatus bay doors and a seismic warning system to allow for automatic opening of the bay doors immediately upon detection of seismic activity.</td>
</tr>
<tr>
<td>Implement Mass Care Shelter Plan</td>
<td>Emergency Coordinator</td>
<td>In progress</td>
<td>Emergency preparedness and shelter program presentation is being developed for faith-based organizations in the City—to be presented in February, 2014. Shelter training program for City employees can commence once shelter staff is determined. City is developing shelter survey to ascertain which business will shelter its employees in the event of a disaster. Additional shelters are required to meet sheltering of 10% of population potential, along with staffing, training, and background investigations provided by the American Red Cross.</td>
</tr>
<tr>
<td>Implement targeted CERT Program</td>
<td>Emergency Coordinator</td>
<td>In progress</td>
<td>CERT classes will be held after presentation is delivered to faith based organizations. CERT of schools is in the discussion phase. CERT participants have primarily been from the business sector. Joint exercises with businesses will be implemented.</td>
</tr>
</tbody>
</table>

### Recreation and Parks

| Establish Park Safety Committee | Recreation and Parks | In progress | Increase partnership between Police and Recreation and Parks. Membership designations needed. |

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Effective and efficient interdepartmental communication is the key to providing quality public safety and timely emergency response services to our community.
Maintain Quality Facilities, Infrastructure and Equipment

In order to best serve the community and support its core functions, the City must continue to maintain its facilities, infrastructure and equipment. El Segundo continually strives to take a proactive approach in these maintenance activities, which not only ensures quality City operations, but helps avoid costly, emergency responses in the absence of adequate maintenance.

City facilities include the City Hall campus (Planning, Engineering, Finance, Police and Fire Departments), the Library, Water Yard, Maintenance Yard and numerous Recreation and Parks facilities, pump houses and more. City infrastructure includes the many systems that support the City and its communities, including, water and sewer systems, electrical systems, roads and public rights-of-way. A vast array of equipment is required to conduct the City’s daily operations; the City maintains its equipment in order to be able to carry out these operations.

The table on the following page highlights the City’s thirty (30) Quality Facilities, Infrastructure and Equipment key initiatives for 2014.
### Focus on Maintaining Quality Facilities, Infrastructure and Equipment

<table>
<thead>
<tr>
<th>Key Initiatives</th>
<th>Lead Department</th>
<th>Status</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Seismically retrofit FS#1 Apparatus Bay</td>
<td>Fire Public Works</td>
<td>Scheduled</td>
<td>Planned to commence in spring, 2014.</td>
</tr>
<tr>
<td>Install seismic early warning system at FS#1</td>
<td>Fire</td>
<td>Unfunded</td>
<td>Notice of Intent was submitted for Hazard Mitigation Grant Program and forwarded for rating. Awaiting results of rating and approval to apply.</td>
</tr>
<tr>
<td>Replace apparatus bay doors at FS#1</td>
<td>Fire Public Works</td>
<td>Unfunded</td>
<td>Notice of Intent was submitted for Hazard Mitigation Grant Program and forwarded for rating. Awaiting results of rating and approval to apply.</td>
</tr>
<tr>
<td>Install FS#1 upgrades</td>
<td>Public Works</td>
<td>Scheduled</td>
<td>Planned to commence in spring, 2014.</td>
</tr>
</tbody>
</table>

### Fire Department – Equipment Upgrades

<table>
<thead>
<tr>
<th>Key Initiatives</th>
<th>Lead Department</th>
<th>Status</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Install vehicle tracking systems</td>
<td>Fire</td>
<td>In progress</td>
<td>Awaiting Area G joint purchase by Police and Fire Departments.</td>
</tr>
<tr>
<td>Replace ladder truck</td>
<td>Fire</td>
<td>In progress</td>
<td>Purchased and being constructed. Estimated delivery in March, 2014.</td>
</tr>
<tr>
<td>Install mobile data computers in Fire vehicles</td>
<td>Fire</td>
<td>Completed</td>
<td>N/A</td>
</tr>
</tbody>
</table>

### City Hall

<table>
<thead>
<tr>
<th>Key Initiatives</th>
<th>Lead Department</th>
<th>Status</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Replace City Hall roof</td>
<td>Public Works</td>
<td>In progress</td>
<td>To be completed by March, 2014.</td>
</tr>
<tr>
<td>Construct new permit center</td>
<td>Planning public works</td>
<td>In progress</td>
<td>To be completed by December, 2014.</td>
</tr>
<tr>
<td>Remodel Council Chambers</td>
<td>Public Works Information Services</td>
<td>Unfunded</td>
<td>Preliminary plans are needed and a budget needs to be identified.</td>
</tr>
</tbody>
</table>
## Focus on Maintaining Quality Facilities, Infrastructure and Equipment

<table>
<thead>
<tr>
<th>Key Initiative</th>
<th>Lead Department</th>
<th>Status</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Recreation and Parks</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Restore tree maintenance funding</td>
<td>Recreation and Parks</td>
<td>Completed</td>
<td>Funds restored October 1, 2013.</td>
</tr>
<tr>
<td>Fully fund Campus El Segundo turf replacement</td>
<td>Recreation and Parks</td>
<td>Underfunded</td>
<td>Seeking additional alternative funding.</td>
</tr>
<tr>
<td>Secure grant funding for recreation facility</td>
<td>Recreation and Parks</td>
<td>Completed</td>
<td>Funding identified. Facility upgrades and court resurfacing to begin February, 2014 and expected to be completed by fall, 2014.</td>
</tr>
<tr>
<td>Install bike racks downtown</td>
<td>Recreation and Parks</td>
<td>Completed</td>
<td>N/A</td>
</tr>
<tr>
<td>Conduct GIS inventory of trees</td>
<td>Recreation and Parks And Public Works</td>
<td>In progress</td>
<td>Will improve tree maintenance database.</td>
</tr>
<tr>
<td>Implement Urho Saari facility upgrades</td>
<td>Public Works</td>
<td>Unfunded</td>
<td>Options for upgrades vary widely. Need direction from City Council and funding.</td>
</tr>
<tr>
<td>Complete Park Vista roof replacement</td>
<td>Public Works</td>
<td>In progress</td>
<td>Completed by February, 2014.</td>
</tr>
<tr>
<td>Construct Eastside/Wiseburn aquatics facility</td>
<td>City Manager Council Committee</td>
<td>In progress</td>
<td>Joint Use Facility being planned for opening in 2016.</td>
</tr>
<tr>
<td><strong>Streets</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Conduct Richmond and Standard St. parking study</td>
<td>Public Works</td>
<td>In progress</td>
<td>Study to determine cost of adding parking to these streets; completed in Feb.</td>
</tr>
<tr>
<td>Implement Richmond Street rehabilitation project</td>
<td>Recreation and Parks And Public Works</td>
<td>Unfunded</td>
<td>Rehabilitation includes tree removal and replacement as well as street, curb and sidewalk reconstruction. Currently removing/replacing trees with donations.</td>
</tr>
<tr>
<td>Implement Park Place roadway extension planning</td>
<td>Public Works Planning and Building</td>
<td>In progress</td>
<td>Feasibility and preliminary engineering study expected February, 2014 to extend Park Place from Plaza El Segundo to Continental Park. Federally funded.</td>
</tr>
<tr>
<td>Implement annual slurry program</td>
<td>Public Works</td>
<td>Scheduled</td>
<td>Southwest quadrant of City and possibly Vista Del Mar, depending on bids</td>
</tr>
</tbody>
</table>
### Quality Facilities, Infrastructure and Equipment

#### Focus on Maintaining Quality Facilities, Infrastructure and Equipment

<table>
<thead>
<tr>
<th>Key Initiative</th>
<th>Lead Department</th>
<th>Status</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Carry out elevated tank restoration</td>
<td>Public Works</td>
<td>In progress</td>
<td>Due to be commence in February, 2014.</td>
</tr>
<tr>
<td>Complete water reservoir study</td>
<td>Public Works</td>
<td>In progress</td>
<td>Study of locations and feasibility for an additional water reservoir; results scheduled for spring, 2014.</td>
</tr>
<tr>
<td>Complete lifeguard station sewer connection</td>
<td>Public Works</td>
<td>In progress</td>
<td>Designs near completion; bidding and construction is pending an agreement with Chevron on property access and approval of plan designs.</td>
</tr>
<tr>
<td>Consolidate lift stations 1/7</td>
<td>Public Works</td>
<td>Scheduled</td>
<td>Plans done. Ready for bidding in summer 2014.</td>
</tr>
<tr>
<td>Implement storm water mandates</td>
<td>Public Works</td>
<td>In progress</td>
<td>Increased inspections, enforcement and monitoring, reporting, and program development. EWMP developed for two watersheds by fall, 2014.</td>
</tr>
<tr>
<td>Carry out annual sewer replacement program</td>
<td>Public Works</td>
<td>In progress</td>
<td>Lining and replacement of deteriorated sewer mains according to CCTV results and rankings.</td>
</tr>
<tr>
<td>Carry out annual water main replacement</td>
<td>Public Works</td>
<td>Scheduled</td>
<td>Spring, 2014.</td>
</tr>
<tr>
<td>Conduct water loss study</td>
<td>Public Works</td>
<td>In progress</td>
<td>Grant funded by SCE. Goal is to identify causes of water loss in City's water system.</td>
</tr>
</tbody>
</table>
Ensure Financial Stability

The City of El Segundo is deeply committed to economic development and ensuring steady growth and financial stability. Financial considerations include attracting new jobs to El Segundo, adopting responsible budgets and ensuring operational efficiencies are carried out throughout the organization. It also includes controlling costs while providing a competitive framework in which El Segundo’s businesses can thrive.

Every piece of this puzzle is imperative to ensure financial stability and at the same time allow for steady economic growth in the City.

The table on the following pages highlights the City’s twenty-nine (29) Financial Stability key initiatives for 2014.
### Ensure Financial Stability

<table>
<thead>
<tr>
<th>Key Initiative</th>
<th>Lead Department</th>
<th>Status</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Economic Development</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Conduct business forum</td>
<td>Economic Development</td>
<td>In progress</td>
<td>The City plans to conduct a business forum between March-April 2014 to promote economic growth.</td>
</tr>
<tr>
<td>Update economic development website</td>
<td>Economic Development</td>
<td>In progress</td>
<td>Anticipated to be updated in June 2014.</td>
</tr>
<tr>
<td>Develop a marketing plan and seek matching funds from private industry</td>
<td>Economic Development</td>
<td>In progress</td>
<td>Anticipated to be completed May 2014.</td>
</tr>
<tr>
<td>Achieve “Most Business Friendly City” status</td>
<td>Economic Development ESTV</td>
<td>In progress</td>
<td>Application submitted and awaiting status. Anticipated that City will be notified of award in September 2014.</td>
</tr>
<tr>
<td>Develop 2013/14 economic development strategy</td>
<td>Economic Development</td>
<td>In progress</td>
<td>Annual strategy to promote economic growth and development; last updated in September 2013; next update anticipated in April 2014.</td>
</tr>
<tr>
<td>Develop 5-year strategy for economic growth</td>
<td>Economic Development</td>
<td>In progress</td>
<td>Combine and develop annual economic growth strategy to incorporate into a more comprehensive 5 year plan. Expected to be completed in September 2014.</td>
</tr>
<tr>
<td><strong>Smokey Hollow Initiative</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Establish an in-lieu parking program</td>
<td>Planning and Building</td>
<td>In progress</td>
<td>Currently working with consultant. Will be submitted to City Council in March 2014.</td>
</tr>
<tr>
<td>Carry out Smoky Hollow Specific Plan</td>
<td>Planning and Building</td>
<td>In progress</td>
<td>RFP to consultants in February 2014; to be submitted to City Council in 2015.</td>
</tr>
</tbody>
</table>
# Ensure Financial Stability

<table>
<thead>
<tr>
<th>Key Initiatives</th>
<th>Lead Department</th>
<th>Status</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>The Point</td>
<td>Planning and Building</td>
<td>In progress</td>
<td>Approved by City Council on September 17, 2013. Grading underway and building permits pending.</td>
</tr>
<tr>
<td>Campus El Segundo (Eleven) Specific Plan</td>
<td>Planning and Building</td>
<td>In progress</td>
<td>Planning Commission October 2013; City Council approved in December 2013; grading underway; Phases II and III TBD</td>
</tr>
<tr>
<td>El Segundo South Campus (Raytheon) Specific Plan</td>
<td>Planning and Building</td>
<td>In progress</td>
<td>Planning Commission Fall 2014; City Council approval Fall 2014.</td>
</tr>
<tr>
<td>888 North Sepulveda Blvd. Specific Plan</td>
<td>Planning and Building</td>
<td>In progress</td>
<td>New hotel and airport park and ride. Planning Commission February 2014; City Council approval March 2014</td>
</tr>
<tr>
<td>Mattel Specific Plan</td>
<td>Planning and Building</td>
<td>In progress</td>
<td>New 14 story, 300,000 sq. ft. office building. City Council approval end of 2014.</td>
</tr>
<tr>
<td>Hacienda Hotel Renovation</td>
<td>Planning and Building</td>
<td>Pending</td>
<td>Under new ownership; pending submittal of planning applications and plan check.</td>
</tr>
<tr>
<td>Top Golf</td>
<td>Planning and Building City Attorney</td>
<td>In progress</td>
<td>Planning applications and environmental review pending.</td>
</tr>
</tbody>
</table>

## Residential Sound Insulation (RSI) Program

<table>
<thead>
<tr>
<th>Treat 75 Homes</th>
<th>RSI</th>
<th>In progress</th>
<th>Treat 75 homes in 2014.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Obtain $5 Million from FAA and $24 Million from LAWA</td>
<td>RSI</td>
<td>In progress</td>
<td>Application for $5 Million submitted to FAA in December 2013; 3 of 4 applications submitted to LAWA for total of $24 Million.</td>
</tr>
</tbody>
</table>
## Ensure Financial Stability

<table>
<thead>
<tr>
<th>Key Initiatives</th>
<th>Lead Department</th>
<th>Status</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Research insurance coverage options</td>
<td>City Attorney</td>
<td>In progress</td>
<td>In process of meeting with agencies that provide insurance coverage.</td>
</tr>
<tr>
<td></td>
<td>Finance</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Consolidate banking services</td>
<td>City Treasurer</td>
<td>Completed</td>
<td>N/A</td>
</tr>
<tr>
<td>Consider establishing an Audit Committee</td>
<td>Finance</td>
<td>Completed</td>
<td>The City has declined to establish a formal Audit Committee at this time, but will revisit this possibility in the future.</td>
</tr>
<tr>
<td>Develop recommendations for possible revisions to City tax structure</td>
<td>Finance</td>
<td>Completed</td>
<td>Measure A.</td>
</tr>
<tr>
<td></td>
<td>City Manager</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Research property tax allocations options</td>
<td>City Manager</td>
<td>In progress</td>
<td>A consultant was hired to pursue options and strategies.</td>
</tr>
<tr>
<td></td>
<td>City Attorney</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Conduct recreation fee study</td>
<td>Recreation and Parks</td>
<td>In progress</td>
<td>Task force recommendation to go to City Council for consideration on March 4.</td>
</tr>
<tr>
<td>Conduct Library fee study</td>
<td>Library</td>
<td>In progress</td>
<td>Establishment of study under consideration.</td>
</tr>
<tr>
<td>Extend the Chevron recycled water agreement</td>
<td>City Attorney</td>
<td>In progress</td>
<td>The Agreement is in the final stages of execution.</td>
</tr>
</tbody>
</table>

### Other Mandates

<table>
<thead>
<tr>
<th>Other Mandate</th>
<th>Lead Department</th>
<th>Status</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Housing Element</td>
<td>Planning and Building</td>
<td>In progress</td>
<td>Planning Commission recommended for approval; will go to City Council on February 4, 2014.</td>
</tr>
<tr>
<td>Storm water</td>
<td>Public Works</td>
<td>In progress</td>
<td>See Page 13, under “Water and Sewer.”</td>
</tr>
<tr>
<td>New state building standard codes</td>
<td>Planning and Building</td>
<td>Completed</td>
<td>Adopted January, 2014</td>
</tr>
</tbody>
</table>
Maintain Quality Work Force

Recruiting for and maintaining a quality workforce is vital if we are to achieve the City's core objectives, guiding principals and strategic plan key initiatives. It is essential for the City of El Segundo to maintain a skilled and quality work force to ensure not only smooth City operations, but also for planning and executing the steps necessary for steady and balanced growth. Skilled workers are the foundation for providing quality public safety, business and residential services, recreation and a sound, well maintained infrastructure.

The table on the following page highlights the City's five (5) Quality Work Force key initiatives for 2014.
### Focus on Maintaining a Quality Workforce

<table>
<thead>
<tr>
<th>Key Initiatives</th>
<th>Lead Department</th>
<th>Status</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Appoint Human Resources Director and restore to Department status</td>
<td>City Manager</td>
<td>Completed</td>
<td>N/A</td>
</tr>
<tr>
<td>Prepare for and provide support collective bargaining.</td>
<td>Human Resources</td>
<td>Scheduled</td>
<td>Spring/Summer, 2014. Provide support to City’s Chief Negotiator in development of successor Memoranda of Understanding between the City and six (6) bargaining units.</td>
</tr>
<tr>
<td>Schedule harassment prevention training for supervisory staff in compliance with AB 1825</td>
<td>Human Resources</td>
<td>Completed</td>
<td>Training completed by December 31, 2013.</td>
</tr>
<tr>
<td>Continue to analyze and implement the Affordable Care Act.</td>
<td>Human Resources</td>
<td>In progress</td>
<td>To be implemented by January 1, 2015.</td>
</tr>
<tr>
<td>Conduct an organizational assessment survey</td>
<td>Human Resources</td>
<td>Deferred to 2015</td>
<td>Obtain data related to current workplace issues to assist City leaders in addressing organizational and workforce improvements. To be initiated in 2015.</td>
</tr>
</tbody>
</table>
City of El Segundo

El Segundo Strategic Plan 2013/2014

El Segundo City Council
Bill Fisher, Mayor
Carl Jacobson, Mayor Pro Tem
Dave Atkinson, Council Member
Suzanne Fuentes, Council Member
Marie Fellhauer, Council Member

Elected Leaders
Crista Binder, City Treasurer
Tracy Weaver, City Clerk

City Manager
Greg Carpenter

Department Leaders
Deborah Cullen, Finance/Human Resources
Kevin Smith, Fire Department
Debra Brighton, Library
Mitch Tavera, Police Department
Sam Lee, Planning and Building Safety
Stephanie Katsouleas, Public Works
Bob Cummings, Recreation and Parks

City Attorney
Mark Hensley
AGENDA DESCRIPTION:

Consideration and possible action to establish the appropriate date for the City Council consideration of changes to Recreation and Parks related fees (Fiscal Impact: possible delayed implementation of fee increases)

RECOMMENDED COUNCIL ACTION:

1. Set a date for consideration of the possible fee changes for May 20, 2014
2. Alternatively, discuss and take other action related to this item.

ATTACHED SUPPORTING DOCUMENTS:

FISCAL IMPACT: $

- Amount Budgeted: N/A
- Additional Appropriation: N/A

PREPARED BY: Greg Carpenter, City Manager
REVIEWED BY: Carl Jacobson, Mayor Pro Tem
APPROVED BY:

BACKGROUND & DISCUSSION:

The issue of increasing fees for Recreation and Parks programs and services has been discussed for the past 16 months. The Recreation and Parks Fee Task Force spent a significant amount of time developing a recommended fee schedule for City Council consideration. The City now finds itself to be facing considerable financial challenges in our near future. These financial challenges resulted in the placement of a tax measure on this April’s ballot for consideration by the voters. The outcome of this vote will set the City’s financial future, either a future involving reductions in expenditures and services or, a future that largely continues current services and allows for increased infrastructure and facility maintenance and improvement.

The outcome of the tax measure may impact the City Council consideration of some of the proposed fee increases. For example, if the tax measure is unsuccessful the City Council may alter the proposed fee schedule to increase fees or eliminate some programs for which fees have been developed. If the tax measure is successful, the City Council may adopt the schedule as proposed or, reduce some of the proposed fees. In either case, it is good public policy to delay consideration of the proposed fee schedule until the larger issue of the tax measure is decided on by the voters. I recommend the fee schedule item be considered at the May 20, 2014 City Council meeting so that the Council has financial certainty when the item is considered.
AGENDA DESCRIPTION:

Consideration and possible action to select Hayley Funk as the Sister City Princess and Ambassador to represent the City of El Segundo at the annual Carnival event in Guaymas Mexico. (Fiscal Impact: None)

RECOMMENDED COUNCIL ACTION:

1. Approve the selection of Hayley Funk as the El Segundo Sister City Princess and Ambassador representative:
2. Alternatively, discuss and take other action related to this item.

ATTACHED SUPPORTING DOCUMENTS:

Guaymas Invitation Letter
Hayley Funk Letter

FISCAL IMPACT: $

Amount Budgeted: N/A
Additional Appropriation: N/A
Account Number(s):

PREPARED BY: Mishia Jennings, Executive Assistant
REVIEWED BY: Bill Fisher, Mayor
APPROVED BY: Greg Carpenter, City Manager

BACKGROUND & DISCUSSION:

A sister city, county or state relationship is a broad-based, officially approved, long-term partnership between two communities, counties or states in two countries. Sister city partnerships have the potential to carry out the widest possible diversity of activities of any international program, including every type of municipal, business, professional, educational and cultural exchange or project. Sister city programs are also unique in that they inherently involve the three main sectors in a community: local government, businesses, and a wide variety of citizen volunteers. The City of El Segundo has maintained a Sister-City relationship with the City of Guaymas, Mexico for many years. Ms. Funk is an excellent example of the young people in our community. Given her current effort to improve the relationship between the communities of Guaymas and El Segundo, and her willingness to travel to Mexico to represent our City, I recommend that the City Council select Hayley Funk as the Sister City Princess and Ambassador.
Guaymas, Sonora, December 12, 2013

Mr. Bill Fisher
Mayor, City of El Segundo

Dear Mayor Fisher,

I’d like to take this opportunity to wish you and your family a very happy Holiday Season.

Our city’s traditional celebration is Carnaval (Mardi Gras) which next year will take place from February 27 to March 4, 2014.

In the name of the City of Guaymas I’d like to invite you and the members of El Segundo’s city council to be our guests. It will a great pleasure for us to welcome you to our city during such important event.

Please RSVP via e-mail to walterdecima@prodigy.net.mx

Best Regards,

OTTO GUILLERMO CLAUSSEN IBERRI
Mayor of Guaymas
Jan 24, 2014

Mayor Bill Fisher  
Mayor ProTem Carl Jacobson  
Councilmember Suzanne Fuentes  
Councilmember Dave Atkinson  
Councilmember Marie Fellhauer

Dear Mayor Fisher and Honorable El Segundo City Council Members,

It is a pleasure to inform you that I will be traveling to El Segundo’s Sister City of Guaymas, Mexico for my Girl Scout Gold Award project to promote our international relationship.

As a Girl Scout Ambassador of Troop 2505, I am pursuing my Girl Scout gold Award which is the highest Award a Girl Scout can achieve. It is equivalent to the Boy Scout’s Eagle Scout Award. The objective of my project is to develop an on-going relationship and a line of communication between our El Segundo Middle School and a Middle School in Guaymas, Mexico. I will be doing so by setting up a pen pal exchange where El Segundo Middle School students are able to utilize their Spanish language skills to communicate with other kids of the same age. Developing and promoting an exchange of information will help our students gain a first-hand understanding of life in another part of the world. I chose Guaymas, Mexico because they are El Segundo’s Sister City.

El Segundo has participated in the Sister City International program for many years with Guaymas. The Mission of Sister City International is – To promote peace through mutual respect, understanding and cooperation – one individual, one community at a time. The sister city International website says “Sister Cities International creates relationships based on cultural, educational, information and trade exchanges, creating lifelong friendships that provide prosperity and peace through person-to-person “citizen diplomacy.” The mission of Sister Cities is directly in line with the objective of my Girl Scout Gold Award project as well as the objective of our Middle School which recently became an International Baccalaureate School. The purpose of my diplomacy will be to recognize, celebrate, and appreciate our differences while strengthening important global and Sister City relationships.

Of course only you, our elected Representatives, can grant me permission to represent our city in any capacity. I would be honored to represent the city of El Segundo while in Guaymas as part of the Sister City Program. As a 3rd year Spanish student I am practicing my fluency in the language. I also act as a representative to my grade as a Junior Class rep in El Segundo High School Associated Student Body (ASB). I will be traveling with El Segundo Kiwanis Club next month during the annual Carnival celebration, visiting Guaymas Middle School classrooms, speaking at a student assembly and setting up a communication exchange between students.
In past years, El Segundo has appointed young women to represent El Segundo at the annual Sister City events. Acting in an official capacity for the City of El Segundo would greatly enhance my project as well as my credentials while visiting students in Guaymas. I understand the responsibility of being a representative of El Segundo, as past representative my age have done, and will conduct myself accordingly in this very important position. Please consider this a formal request to represent El Segundo as Ambassador and Sister City Princess during the upcoming Sister City Events during Carnival in Guaymas.

Respectfully,

Hayley Funk
El Segundo Girl Scout Troop 2505