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.

MEETING OF THE EL SEGUNDO CITY COUNCIL
TUESDAY, MAY 2, 2017 – 5:00 PM

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)(1): -0- matters

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to Government Code §54956.9(d)(2): -1- matters.


DISCUSSION OF PERSONNEL MATTERS (Gov’t Code §54957): -1- matters

1. Public Employee Performance Evaluation
   Title: City Manager

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

PUBLIC EMPLOYMENT (Gov’t Code § 54957) -0- matter
CONFERENCE WITH CITY’S LABOR NEGOTIATOR (Gov’t Code §54957.6): -4-matters

1. Employee Organizations: Police Management Association; Supervisory, Professional Employees Association; and City Employee Association, Executive Group.

   Agency Designated Representative: Steve Filarsky and City Manager, Greg Carpenter

CONFERENCE WITH REAL PROPERTY NEGOTIATOR (Gov’t Code §54956.8): -0-matters
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, MAY 2, 2017 - 7:00 P.M.

7:00 P.M. SESSION

CALL TO ORDER

INVOCATION – Pastor Wes Harding, The Bridge

PLEDGE OF ALLEGIANCE – Council Member Dugan
PRESENTATIONS

a)  Commendation – Tree Musketeers

b)  Proclamation – Month of May as National Older American Month, Sharon Hladek, El Segundo’s Older American of the Year.

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.

Recommendation – Approval.

B.  SPECIAL ORDERS OF BUSINESS (PUBLIC HEARING)

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.

1. Warrant Numbers 3016078 through 3016310 on Register No. 14 in the total amount of $942,078.69 and Wire Transfers from 4/10/17 through 4/23/17 in the total amount of $2,390,537.80

Recommendation – Approve Warrant Demand Register 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.

2. Regular City Council Meeting Minutes of April 4, 2017 and Regular City Council Meeting Minutes of April 18, 2017
(Fiscal Impact: None)

Recommendation – 1) Staff recommends that the City Council adopt the updated 2017 Hazard Mitigation Plan following the review and approval by FEMA 2) Alternatively, discuss and take other possible action related to this item.

3. Consideration and possible action regarding the onsite sale and consumption of beer and wine (Type 41 ABC License) at an existing restaurant at 400 Main Street, EA No. 1165, AUP No. 16-10. 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). Applicant: Vilma Delgado.
(Fiscal Impact: N/A)

Recommendation – 1) Receive and file this report for onsite sale and consumption of beer and wine at an existing restaurant at 400 Main Street; and/or 2) Alternatively, discuss and take other possible action related to this item.
4. Consideration and possible action to authorize the City Manager to enter into an agreement approved by the City Attorney with Pyro Spectaculars for the amount of $26,000 to operate a fireworks show on July 4, 2017 at Recreation Park.
(Fiscal Impact: Included in the FY 16-17 General Fund Budget $21,000; Centennial Celebration Sponsorship Funds $5,000)
Recommendation – 1) Authorize the City Manager to execute agreement approved by the City Attorney with Pyro Spectaculars; 2) Alternatively, discuss and take other possible action related to this item.

5. Consideration and possible action to accept as complete Recreation Park Phase 4 Lighting, Project No. PW 16-26.
(Fiscal Impact: $382,625.70)
Recommendation – 1) Accept the work performed by Ace Electric, Inc. for Project No. PW 16-26 as complete; 2) Authorize the City Clerk to file Notice of Completion with the County Recorder’s office; 3) Alternatively, discuss and take other possible action related to this item.

(Fiscal Impact: $100,000.00)
Recommendation – 1) Authorize City Manager to execute an agreement amendment, in a form approved by the City Attorney, with Accountemps, for additional temporary staffing; 2) Alternatively, discuss and take other possible action related to this item.

7. Consideration and possible action to authorize the City Manager to execute a contract amendment with The Phelps Group (dba Phelps) for expanded economic development and destination marketing services.
(Fiscal Impact: $60,000 in Economic Development Division Advertising and Publishing budget expenditures)
Recommendation: - 1) Authorize the City Manager to execute a contract amendment with The Phelps Group (dba Phelps), in a form approved by the City Attorney, for expanded economic development and destination marketing services; and/or 2) Alternatively, discuss and take other action related to this item.
F. NEW BUSINESS

8. Consideration and possible to receive and file a report regarding the release of a Request for Proposal (RFP) for a Full Cost Allocation and Comprehensive Fee Study “Cost of Service” Plan.

(Fiscal Impact: unknown)

Recommendation – 1) Receive and file information regarding the release of a RFP to conduct a full cost allocation and comprehensive fee study plan for the City of El Segundo; 2) Alternatively, discuss and take other possible 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 Brann –

Council Member Pirsztuk –

9. Consideration and possible action to explore discussion of evaluating the current business license tax structure and recommendations for potential reform during the Fiscal Year 2017-18 Strategic Planning and Budgeting sessions.

(Fiscal Impact: $0)

Recommendation – 1) City Council discuss and consider possible action to explore reevaluating the current business license tax structure during the Fiscal Year 2017-18 Strategic Planning and Budgeting sessions; 2) Alternatively, discuss and take other possible action related to this item.
Council Member Dugan –

Mayor Pro Tem Boyles –

10. Consideration and possible action to direct staff to investigate the need for a crosswalk at the intersection of Campus Drive and Campus Square West. (Fiscal Impact: None)

Recommendation – 1) Direct staff to investigate the need for a crosswalk at the intersection of Campus Drive and Campus Square West; 2) Alternatively, discuss and take other possible action related to this item.

Mayor Fuentes –

PUBLIC COMMUNICATIONS – (Related to City Business Only – 5 minute limit per person, 30 minute limit total) Individuals who have receive 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.

MEMORIALS –

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.

REPORT OF ACTION TAKEN IN CLOSED SESSION (if required)

ADJOURNMENT

POSTED:

DATE: 4/27/17
TIME: 9:00am
NAME: [Signature]
WHEREAS, On May 9, 1987 thirteen Brownie Girl Scouts sat around the freshly planted Marcie the Marvelous tree dreaming up a plan to help the earth. The third graders set out on a journey that came to be known as TREE MUSKETEERS, the world’s first youth environmental organization; and

WHEREAS, TREE MUSKETEERS had a vision in which children all over the world would plant trees and become leaders of social change. With full knowledge that one person, no matter how small, can make a difference, they are united in action to ensure a healthy future for earth and themselves. TREE MUSKETEERS’ mission and vision has always been to work to empower young people to be environmental leaders; and

WHEREAS, TREE MUSKETEERS’ philosophy is to focus on solutions, not problems, so there is no sitting in judgment or pointing fingers of blame. TREE MUSKETEERS avoids duplicating efforts of others, and addresses only genuine needs of the movement, thereby paving the way for partnerships. All activities are youth-led with adults serving as a support system for young decision makers. Human development is integral, and TREE MUSKETEERS seeks an extended definition of diversity in everything they do; and

WHEREAS, Unlike most youth groups run by adults for kids, TREE MUSKETEERS incorporated as a non-profit where kids sit in the driver’s seat. The young visionaries were undaunted by obstacles littering the uphill road to becoming leaders in an adult world. The philosophy was that their actions might inspire others to follow, and follow they did! As word of these youth-led community projects spread, calls came in from coast to coast, seeking to replicate the concept. Programs evolved on public demand and TREE MUSKETEERS grew to national scope in just five years. The value of its work has been widely honored, including by three Presidents of the United States; and

WHEREAS, TREE MUSKETEERS planted 2,042,958 trees; had 3,296 South Bay Youth Leaders; 1,310,703 youth participations worldwide; and 215,171,578 people educated and inspired; and

WHEREAS, TREE MUSKETEERS will always be a treasured partner of the City of El Segundo, helping to obtain its status as a Tree City U.S.A., beautifying the community by organizing hundreds of tree-planting and tree-care events such as the annual Arbor Day, caring for young street trees and encouraging homeowners to lovingly water each tree, and genuinely enhancing the quality of life for El Segundo residents, businesses and visitors.

NOW, THEREFORE, the Mayor and members of the City Council of the City of El Segundo, California, commend TREE MUSKETEERS on their many years of services to the community for the important roles they play in improving our hometown quality of life.

Mayor Suzanne Fuentes
Mayor Pro Tem Drew Boyles
Council Member Carol Pirsztuk
Council Member Michael Dugan
Council Member Don Brann
Proclamation

WHEREAS, May 2017 is National Older Americans Month, a time set aside annually to commemorate and celebrate the significant contribution older Americans have made to the community of El Segundo; and

WHEREAS, El Segundo is committed to valuing all individuals and recognizing their ongoing life achievements; and

WHEREAS, Older Americans possess and share a wealth of experience, background and history, making them one of the City’s most treasured and enduring resources; and

WHEREAS, Older Americans are available, capable and enthusiastic to provide volunteer services that contribute to a coordinated community-based system of social, emotional, physical well-being of not only other seniors but the community at large thus an important part of the ties that bind both family and community; and

WHEREAS, Recognizing the successes of community elders encourages their ongoing participation and further accomplishments; and

WHEREAS, Sharon Hladek was nominated by her peers as the El Segundo 2017 Older American of the Year, a recognition which identifies, inspires and promotes community involvement and a spirit of giving back to others through volunteerism and community engagement.

NOW, THEREFORE, on this 2nd day of May, 2017, the Mayor and Members of the City Council of the City of El Segundo, California, do hereby proclaim the month of May, 2017,

OLDER AMERICANS MONTH 2017

and

Sharon Hladek

the

2017 El Segundo Older American of the Year

And hereby recognize the Elderfest Celebration Saturday, May 13, 2017, from 11:00 a.m. to 2:00 p.m., at the Joslyn Center to recognize Sharon Hladek and other senior citizens who have given generously of their time and talent to improve the quality of life for all in El Segundo.

Mayor Suzanne Fuentes

Mayor Pro Tem Drew Boyles

Council Member Michael Dugan

Council Member Carol Pirsztuk

Council Member Don Brann
<table>
<thead>
<tr>
<th>Code</th>
<th>Fund Name</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>001</td>
<td>GENERAL FUND</td>
<td>620,733.17</td>
</tr>
<tr>
<td>104</td>
<td>TRAFFIC SAFETY FUND</td>
<td>-</td>
</tr>
<tr>
<td>105</td>
<td>STATE GAS TAX FUND</td>
<td>-</td>
</tr>
<tr>
<td>108</td>
<td>ASSOCIATED RECREATION ACTIVITIES FUND</td>
<td>-</td>
</tr>
<tr>
<td>109</td>
<td>ASSET FORFEITURE FUND</td>
<td>-</td>
</tr>
<tr>
<td>111</td>
<td>COMM. DEVEL. BLOCK GRANT</td>
<td>496.50</td>
</tr>
<tr>
<td>112</td>
<td>PROP &quot;A&quot; TRANSPORTATION</td>
<td>203.01</td>
</tr>
<tr>
<td>114</td>
<td>PROP &quot;C&quot; TRANSPORTATION</td>
<td>1.70</td>
</tr>
<tr>
<td>116</td>
<td>AIR QUALITY INVESTMENT PROGRAM</td>
<td>-</td>
</tr>
<tr>
<td>117</td>
<td>HOMESTYLE INSTALLATION FUND</td>
<td>131.59</td>
</tr>
<tr>
<td>118</td>
<td>TOA ARTICLE 3 - SB 821 BIRDS-EYE FUND</td>
<td>369.19</td>
</tr>
<tr>
<td>119</td>
<td>MTA GRANT</td>
<td>-</td>
</tr>
<tr>
<td>121</td>
<td>FIMA</td>
<td>-</td>
</tr>
<tr>
<td>125</td>
<td>C.O.P.S. FUND</td>
<td>-</td>
</tr>
<tr>
<td>122</td>
<td>L.A.V.A. FUND</td>
<td>-</td>
</tr>
<tr>
<td>123</td>
<td>PSAF PROPERTY TAX PUBLIC SAFETY</td>
<td>360.00</td>
</tr>
<tr>
<td>202</td>
<td>ASSESSMENT DISTRICT #73</td>
<td>-</td>
</tr>
<tr>
<td>301</td>
<td>CAPITAL IMPROVEMENT FUND</td>
<td>13,760.64</td>
</tr>
<tr>
<td>302</td>
<td>INFRASTRUCTURE REPLACEMENT FUND</td>
<td>-</td>
</tr>
<tr>
<td>405</td>
<td>FACILITIES MAINTENANCE</td>
<td>828.34</td>
</tr>
<tr>
<td>501</td>
<td>WATER UTILITY FUND</td>
<td>40,490.19</td>
</tr>
<tr>
<td>502</td>
<td>WASTEWATER FUND</td>
<td>28,712.51</td>
</tr>
<tr>
<td>503</td>
<td>GOLF COURSE FUND</td>
<td>6,159.00</td>
</tr>
<tr>
<td>801</td>
<td>EQUIPMENT REPLACEMENT</td>
<td>2,988.50</td>
</tr>
<tr>
<td>802</td>
<td>LIABILITY INSURANCE</td>
<td>3,968.30</td>
</tr>
<tr>
<td>803</td>
<td>WORKERS COMP. INSURANCE</td>
<td>2.90</td>
</tr>
<tr>
<td>701</td>
<td>RETIRED EMP. INSURANCE</td>
<td>386.74</td>
</tr>
<tr>
<td>702</td>
<td>EXPENDABLE TRUST FUND - DEVELOPER FEES</td>
<td>9,295.54</td>
</tr>
<tr>
<td>703</td>
<td>EXPENDABLE TRUST FUND - OTHER</td>
<td>26,422.19</td>
</tr>
<tr>
<td>706</td>
<td>OUTSIDE SERVICES TRUST</td>
<td>-</td>
</tr>
<tr>
<td></td>
<td>TOTAL WARRANTS</td>
<td>$942,078.59</td>
</tr>
</tbody>
</table>

STATE OF CALIFORNIA
COUNTY OF LOS ANGELES

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/urgent payments for materials, supplies and services in support of City Operations

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 contract 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

CITY MANAGER

DATE: 4-24-17

DATE: 4-25-17
### CITY OF EL SEGUNDO
### PAYMENTS BY WIRE TRANSFER
### 4/10/17 THROUGH 4/23/17

<table>
<thead>
<tr>
<th>Date</th>
<th>Payee</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>4/10/2017</td>
<td>IRS</td>
<td>241,581.56 Federal 941 Deposit</td>
</tr>
<tr>
<td>4/10/2017</td>
<td>Employment Development</td>
<td>3,256.15 State SDI payment</td>
</tr>
<tr>
<td>4/10/2017</td>
<td>Employment Development</td>
<td>49,036.74 State PIT Withholding</td>
</tr>
<tr>
<td>4/10/2017</td>
<td>West Basin</td>
<td>1,496,476.93 H2O payment</td>
</tr>
<tr>
<td>4/13/2017</td>
<td>Cal Pers</td>
<td>7,008.59 EFT Retirement Safety-Fire-PEPRA New</td>
</tr>
<tr>
<td>4/13/2017</td>
<td>Cal Pers</td>
<td>7,333.25 EFT Retirement Safety-Police-PEPRA New</td>
</tr>
<tr>
<td>4/13/2017</td>
<td>Cal Pers</td>
<td>30,400.53 EFT Retirement Misc - PEPRA New</td>
</tr>
<tr>
<td>4/13/2017</td>
<td>Cal Pers</td>
<td>96,452.92 EFT Retirement Misc - Classic</td>
</tr>
<tr>
<td>4/13/2017</td>
<td>Cal Pers</td>
<td>266,884.18 EFT Retirement Safety - Classic</td>
</tr>
<tr>
<td>4/14/2017</td>
<td>Health Comp</td>
<td>575.35 Weekly claims</td>
</tr>
<tr>
<td>4/18/2017</td>
<td>Pitney Bowes</td>
<td>1,000.00 Postage for Library</td>
</tr>
<tr>
<td>4/21/2017</td>
<td>Manufacturers &amp; Traders</td>
<td>22,284.94 457 payment Vantagepoint</td>
</tr>
<tr>
<td>4/21/2017</td>
<td>Manufacturers &amp; Traders</td>
<td>527.31 IRA payment Vantagepoint</td>
</tr>
<tr>
<td>4/21/2017</td>
<td>Nationwide NRS EFT</td>
<td>36,111.52 EFT 457 payment</td>
</tr>
<tr>
<td>4/21/2017</td>
<td>State of CA EFT</td>
<td>1,820.10 EFT Child support payment</td>
</tr>
<tr>
<td>4/21/2017</td>
<td>Health Comp</td>
<td>4,000.00 Weekly claims</td>
</tr>
<tr>
<td>4/13/2017</td>
<td>Lane Donovan Golf Ptr</td>
<td>21,186.06 Payroll Transfer</td>
</tr>
<tr>
<td>4/3/17-4/9/17</td>
<td>Workers Comp Activity</td>
<td>52,694.51 SCRMA checks issued</td>
</tr>
<tr>
<td>4/10/17-4/16/17</td>
<td>Workers Comp Activity</td>
<td>51,586.36 SCRMA checks issued</td>
</tr>
<tr>
<td>4/3/17-4/9/17</td>
<td>Liability Trust - Claims</td>
<td>320.80 Claim checks issued</td>
</tr>
<tr>
<td>4/10/17-4/16/17</td>
<td>Liability Trust - Claims</td>
<td>0.00 Claim checks issued</td>
</tr>
<tr>
<td>4/3/17-4/9/17</td>
<td>Retiree Health Insurance</td>
<td>0.00 Health Reimbursement checks issued</td>
</tr>
<tr>
<td>4/10/17-4/16/17</td>
<td>Retiree Health Insurance</td>
<td>0.00 Health Reimbursement checks issued</td>
</tr>
</tbody>
</table>

**DATE OF RATIFICATION: 4/20/17**

TOTAL PAYMENTS BY WIRE:

2,390,537.80

Certified as to the accuracy of the wire transfers by:

Deputy City Treasurer II  
Date 4/20/17

Director of Finance  
Date 4/24/17

City Manager  
Date 4/25/17

Information on actual expenditures is available in the City Treasurer's Office of the City of El Segundo.
MEETING OF THE EL SEGUNDO CITY COUNCIL
TUESDAY, APRIL 4, 2017 – 5:00 PM

5:00 P.M. SESSION Adjourned until 6pm due to lack of quorum

CALL TO ORDER - Mayor Fuentes at 6:00 PM

ROLL CALL

Mayor Fuentes - Present
Mayor Pro Tem Boyles - Absent
Council Member Dugan - Present
Council Member Brann - Present
Council Member Pirzstuk - Present

PUBLIC COMMUNICATION – (Related to City Business Only – 5 minute limit per person, 30 minute limit total)

None

SPECIAL ORDER OF BUSINESS:

Mayor Fuentes announced that Council would be meeting in closed session pursuant to the items listed on the Agenda.

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)(1): -0- matters

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

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


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

PUBLIC EMPLOYMENT (Gov’t Code § 54957) -0- matter

CONFERENCE WITH CITY’S LABOR NEGOTIATOR (Gov’t Code §54957.6): -4- matters

1. Employee Organizations: Police Management Association; Police Support Services Employees Association; Supervisory, Professional Employees Association; and City Employee Association.

   Agency Designated Representative: Steve Filarsky and City Manager, Greg Carpenter

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, APRIL 4, 2017 - 7:00 P.M.  

7:00 P.M. SESSION  

CALL TO ORDER – Mayor Fuentes at 7:00 PM  

INVOCATION – Pastor Rob McKenna, The Bridge  

PLEDGE OF ALLEGIANCE – Council Member Pirsztuk  

PRESENTATIONS  

a) Proclamation read by Council Member Pirsztuk, proclaiming April as "Sexual Assault Awareness Month" and designates April 26, 2017 as "Denim Day."

ROLL CALL  

Mayor Fuentes – Present  
Mayor Pro Tem Boyles – Absent  
Council Member Dugan – Present  
Council Member Brann – Present  
Council Member Pirsztuk – Present  

PUBLIC COMMUNICATIONS – (Related to City Business Only – 5 minute limit per person, 30 minute limit total)  

Richard Arabian, 119 Virginia Street, concern with water billing structure related to water usage verses wastewater treatment charge.  

CITY COUNCIL COMMENTS – (Related to Public Communications)  

Mayor Fuentes and Council Member Don Brann requested Staff to look into the water billing structure related to the wastewater treatment charge  

A. PROCEDURAL MOTIONS  

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

MOTION by Council Member Brann, SECONDED by Council Member Dugan to read all ordinances and resolutions on the agenda by title only. MOTION PASSED BY UNANIMOUS VOICE VOTE. 4/0  

B. SPECIAL ORDERS OF BUSINESS (PUBLIC HEARING)  

3
1. Consideration and possible action to adopt a resolution establishing a fee schedule for the use of City Electric Vehicle Charging Stations.  
   (Fiscal Impact: None)

Mayor Fuentes stated this was the time and place to adopt a resolution establishing a fee schedule for the use of City Electric Vehicle Charging Stations, Agreement No. 5262 with ChargePoint.

City Clerk Weaver stated that proper notice had been given in a timely manner and that written communication had not been received in the City Clerk’s office.

Greg Carpenter, City Manager, introduced the item.

Ken Berkman, Interim Public Works Director, gave a presentation.

No Public Communication

MOTION by Council Member Dugan, SECONDED by Council Member Pirsztuk to close the hearing. MOTION PASSED BY UNANIMOUS VOICE VOTE. 4/0

Council Discussion

Mark Hensley, City Attorney, read by title only:

   RESOLUTION NO. 5037

A RESOLUTION ADOPTING A NEW FEE FOR THE USE OF CITY ELECTRIC VEHICLE CHARGING STATIONS

MOTION by Council Member Brann, SECONDED by Council Member Dugan adopting Resolution No. 5037. MOTION PASSED BY UNANIMOUS VOICE VOTE. 4/0

C. UNFINISHED BUSINESS

D. REPORTS OF COMMITTEES, COMMISSIONS AND BOARDS

2. Consideration and possible action to announce the appointments to the Technology Committee.  
   (Fiscal Impact: None)

Mayor Fuentes announced the appointments to the Technology Committee; Brian Hauer to a partial term expiring 6/30/19 and Tori Liberstein to a partial term expiring 6/30/20.
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. Approve Warrant Numbers 3015666 through 3015902 on Register No. 12 in the total amount of $1,314,374.46 and Wire Transfers from 3/13/17 through 3/26/17 in the total amount of $861,941.77. Ratified Payroll and Employee Benefit checks; checks released early due to contracts or agreement; emergency disbursements and/or adjustments; and wire transfers.


5. PULLED FOR DISCUSSION BY COUNCIL MEMBER PIRSZTUK

6. Adopt Resolution No. 5038 approving the Plans and Specifications for the El Segundo Athletic Field Turf Replacement Project, Project No. PW 17-10. (Fiscal Impact: To Be Determined)

7. Approve a professional services agreement with CSG Consultants, Inc. Agreement No. 5236 not to exceed $250,000 for planning services that will be fully reimbursed by the applicant of two pending development projects and authorize the City Manager to sign the agreement in a form approved by the City Attorney. (Fiscal Impact: $0)

8. Adopt Resolution No. 5027 approving Final Vesting Map No. 73745, a commercial subdivision to divide one parcel into two lots and create up to eight condominium units located at 2130 East Maple Avenue and 725 Campus Square West (the “Site”) and authorize the Director of Planning and Building Safety and the City Clerk to sign and record Map. (Fiscal Impact: N/A)

9. Approve the Examination Plan for Maintenance Craftworker. (Fiscal Impact: None)

10. Adopt Resolution 5030 to approve Memorandum of Understanding (Labor Agreement) between the City of El Segundo and the Police Support Services Employees Association, adopt Resolution No. 5028 for CalPERS Employer Paid Member Contributions (EPMC) for the Police Support Services Employees Association to increase the employee PERS Member Share and adopt Resolution No. 5029 updating the employer's contribution under the Public

5
Employees’ Medical and Hospital Care Act for the Police Support Services Employees Association.
(Fiscal Impact: FY 2016-17 - $48,776 and FY 2017-2018 - $89,927)

MOTION by Council Member Brann, SECONDED by Council Member Dugan to approve Consent Agenda items 3, 4, 6, 7, 8, 9 and 10. MOTION PASSED BY UNANIMOUS VOICE VOTE. 4/0

PULLED ITEMS:

5. Consideration and possible action to authorize the City Manager to a) transfer $300,000 of funds budgeted for Fiscal Year FY 2016/17 for employee salaries and benefits to professional/technical service charges; and b) increase contract amounts with the following consultants: J Lee Engineering, JAS Pacific, and Hayer Consultants, Inc. by the same amount. (Fiscal Impact: $0)

   Recommendation – 1) Authorize the City Manager to transfer $300,000 of funds budgeted in Fiscal Year FY 2016/17 for the “employee salaries and benefits” budget category to the “professional/technical service charges” budget category; 2) Authorize the City Manager to amend the existing agreements with the following consultants: J Lee Engineering, and JAS Pacific, and Hayer Consultants, Inc. to increase the respective contract amounts by a total amount not to exceed $300,000; 3) Alternatively, discuss and take other possible action related to this item.

City Manager spoke to existing vacancies

MOTION by Council Member Pirztkuk, SECONDED by Council Member Dugan to approve Consent Agenda items 5. MOTION PASSED BY UNANIMOUS VOICE VOTE. 4/0

F. NEW BUSINESS

G. REPORTS – CITY MANAGER

Insurance Organization rated City of El Segundo Fire Department a Class 2, excellent for a small City.

H. REPORTS – CITY ATTORNEY

Working with Planning Department related to Accessory dwelling units, AB2299, recent bills proposed that would make changes to that bill. Item will be taken back to the Planning Commission at the end of the month, April 27th, at 5:30pm. Inviting any members of the Public interested to attend the meeting. The item will be coming to the City Council with the Planning Commission’s recommendation.

I. REPORTS – CITY CLERK
J. REPORTS – CITY TREASURER – Not Present

K. REPORTS – CITY COUNCIL MEMBERS

Council Member Brann –

Spoke to positive start to new oversized vehicle ordinance.

Spoke to history committee invites the public to attend the meetings which are the first Thursday of every month.

Had a Centennial Concert nice event.

Attended the naming of “Carl Jacobson Drive” on April 3rd.

Arts and Cultural Committee had their second meeting going well.

Had an opportunity to be on a panel for ESMoA about art.

Thanked Chevron for inviting him to a reception to meet Vince Scully.

11. Consideration and possible action to explore putting together an ad-hoc committee to address the rising California Public Employees’ Retirement System (“CalPERS”) costs.  
   (Fiscal Impact: $0)

   Greg Carpenter, City Manager, presented the item.

   Council Discussion

   Study committee of staff, Council Members, members of the community. Finance Director to make suggestions how to proceed. City Manager to

   Consensus to be brought back to Council for discussion at the next Council Meeting to vote on forming the committee

   MOTION by Council Member Pirsztuk, SECONDED by Council Member Dugan to approve Item11. MOTION PASSED BY UNANIMOUS VOICE VOTE. 4/0

   Council Member Pirsztuk -

   Encouraged the public to register their oversized vehicles and thank the public for their participation.

   Thanked Jay Hoeschler taking on the role of Chairperson and Sally Martin taking on the role of Vice Chairperson for the Arts and Culture Committee.
Welcomed Brian and Tori to the Technology Committee

Council Member Dugan –

Mentioned ICRMA meeting next week and will mention the new rating awarded to the Fire Department.

Mayor Pro Tem Boyles –

Mayor Fuentes –

Invited the public to celebrate the Centennial Badge pinning of the Fire Department, April 18th, 3:00pm, at Fire Station #1

Juliana Demmers, Revenue Manager, arranged to have the California Municipal Revenue Tax Association to have their meeting quarterly meeting at The Lakes in the City of El Segundo.

Dedication for Carl Jacobson Drive wonderful event. Thanked City staff for their support, family and friends for their participation and the Automobile Museum for hosting.

Mayor Pro Tem Boyles for testifying at the Joint Board of Airport Commissioners, LA Planning Commissioners meeting down town. He represented the City regarding the Lamp Project.

Recently toured the Proud Bird site.

Attended the Memorial Service for former Mayor Richard K. Vranken.

South Bay Concert Band had a fabulous performance for their Centennial Concert.

Attended the Grand Opening of Aveair apartments.

South Bay Association Chamber of Commerce Base Retention Advisory Committee.

12. Consideration and possible action relating to State Legislation (Assembly Bill 1326) regarding allowing law enforcement authorities to aggregate monetary value of property stolen by an individual over the course of a year and authorize felony prosecution if the monetary value meets the $950.00 threshold. (Fiscal Impact: None)

Police Chief Tavera spoke to the Assembly Bill.
Recommendation – 1) Support Assembly Bill 1326 and direct staff to send a letter of support for this bill to the State Assembly Public Safety Committee; and/or 2) Alternatively, discuss and take other possible action related to this item.

MOTION by Council Member Fuentes, seconded by Council Member Pirsztuk, to send a letter of support to the State Assembly Public Safety Committee. MOTION PASSED BY UNANIMOUS VOICE VOTE. 4/0

PUBLIC COMMUNICATIONS – (Related to City Business Only – 5 minute limit per person, 30 minute limit total)

None

MEMORIALS –

ADJOURNMENT at 8:09PM

Mona Shilling, Deputy City Clerk II
MEETING OF THE EL SEGUNDO CITY COUNCIL
TUESDAY, APRIL 18, 2017 – 5:00 PM

5:00 P.M. SESSION Adjourned until 6pm due to lack of quorum

CALL TO ORDER – Mayor Fuentes at 6:00 PM

ROLL CALL

Mayor Fuentes - Present
Mayor Pro Tem Boyles - Present
Council Member Dugan - Present
Council Member Brann - Present
Council Member Pirzstuk - Present

PUBLIC COMMUNICATION – (Related to City Business Only – 5 minute limit per person, 30 minute limit total) None

SPECIAL ORDER OF BUSINESS:

Mayor Fuentes announced that Council would be meeting in closed session pursuant to the items listed on the Agenda.

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)(1): -1- matters

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to Government Code §54956.9(d)(2): -1- matters.

POA regarding EPMC (threat of litigation)


DISCUSSION OF PERSONNEL MATTERS (Gov’t Code §54957): -0- matters
APPOINTMENT OF PUBLIC EMPLOYEE (Gov't. Code § 54957): -0- matter

PUBLIC EMPLOYMENT (Gov't Code § 54957) -0- matter

CONFERENCE WITH CITY'S LABOR NEGOTIATOR (Gov't Code §54957.6): -3- matters

1. Employee Organizations: Police Management Association; Supervisory, Professional Employees Association; and City Employee Association.

   Agency Designated Representative: Steve Filarsky and City Manager, Greg Carpenter

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, APRIL 18, 2017 - 7:00 P.M.

7:00 P.M. SESSION

CALL TO ORDER – Mayor Fuentes at 7:04 PM

INVOCATION – Father Alexei Smith, St. Andrews Russian Greek Catholic Church

PLEDGE OF ALLEGIANCE – Mayor Pro Tem Boyles

PRESENTATIONS –

a) Presentation by Chris Donovan commemorating the El Segundo Fire Department’s Centennial.

ROLL CALL

Mayor Fuentes          - Present
Mayor Pro Tem Boyles   - Present
Council Member Dugan   - Present
Council Member Brann   - Present
Council Member Pirsztuk- Present

PUBLIC COMMUNICATIONS – (Related to City Business Only – 5 minute limit per person, 30 minute limit total)
Ron Swanson, resident, thanked the Council and Police Department on their efforts to clean up Smokey Hollow and stated he is in favor of the renaming of Sepulveda Blvd. to Pacific Coast Highway (PCH).
Jack Ashworth, resident, invited everyone to attend the El Segundo Interfaith “Café” on Sunday, April 30, 2017 from 4:00 PM – 6:00 PM at the Church of Jesus Christ of Latter-day Saints.
Alex Rose, Sr. Vice President with Continental Development Corporation stated he is in favor of the renaming of Sepulveda Blvd. to PCH.
Kimberly Wakefield, resident and Run for Education Chair, invited all to attend the Run for Education on Saturday, April 22, 2017.
Tracey Miller-Zarneke, resident and Environmental Chair, welcomed everyone to Earth Week and encouraged all to do their part and visit their booth at this week’s Farmer’s Market or check out their ES Green page on the City’s web site.

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.

MOTION by Council Member Dugan, SECONDED by Council Member Brann 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

1. Consideration and possible action to direct staff to carry out the necessary actions to change the name of Sepulveda Blvd. to Pacific Coast Highway in the City of El Segundo. 
   (Fiscal Impact: None)

   Greg Carpenter, City Manager, introduced the item.

   Ken Berkman, Interim Public Works Director, reported on the item.

   Council Discussion

   MOTION by Council Member Brann, SECONDED by Mayor Pro Tem Boyles, directing staff to carry out the necessary actions to change the name of Sepulveda Blvd. to Pacific Coast Highway in the City of El Segundo. MOTION PASSED BY UNANIMOUS VOICE VOTE. 4/1 Dugan: No

   2. Consideration and possible action to determine how to proceed with Paolucci Selling & Martin Communications Art ("PSM") and the City's business marketing program in light of the decision from the Fair Political Practices Commission ("FPPC") regarding PSM.
      (Fiscal Impact: $440,000.00)

   Mayor Pro Tem Boyles recused himself from the dais due to conflict of interest.

   Greg Carpenter, City Manager, introduced the item.

   Mark Hensley, City Attorney, reported on the item.

   Al Keahi, EDAC Chair, commented on the item and is in favor of moving forward to select a new business marketing consultant firm. Council Member Dugan requested his opinion on the matter.

   Council Discussion
MOTION by Council Member Pirsztuk, SECONDED by Council Member Brann, directing staff to proceed with a process to select a new business marketing consultant. MOTION PASSED BY UNANIMOUS VOICE VOTE. 4/0

Mayor Pro Tem Boyles returned to the dais.

D. REPORTS OF COMMITTEES, COMMISSIONS AND BOARDS

3. Receive and file report from the Technology Committee.  
(Fiscal Impact: None)

Greg Carpenter, City Manager, introduced the item.

Dave Froemke, Technology Committee Chair, gave a presentation.

Receive and file a report from the Technology Committee.

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.

4. Warrant Numbers 3015903 through 3016077 on Register No. 13 in the total amount of $926,220.40 and Wire Transfers from 3/27/17 through 4/9/17 in the total amount of $1,452,674.29. Ratified Payroll and Employee Benefit checks; checks released early due to contracts or agreement; emergency disbursements and/or adjustments; and wire transfers.

5. Adopt Resolution No. 5032 the updated 2017 City of El Segundo Hazard Mitigation Plan following review and approval by the Federal Emergency Management Agency (FEMA)  
(Fiscal Impact: None)

6. Authorize City Manager to execute an amendment no. 4802F, in a form approved by the City Attorney, with MuniTemps; Agreement No. 4802 for temporary staffing in the Public Works Department for Interim Director of Public Works.  
(Fiscal Impact: $50,000.00)

7. Authorize the City Manager to execute a standard Public Works Contract No. 5312, in a form approved by the City Attorney, with Byron Epp, Inc. in the amount of $198,682.00 and authorize an additional $19,868.00 for construction related contingencies for the Fire Station 1 Apparatus Bay Doors Replacement Project, Project No. PW 15-23B.  
(Fiscal Impact: $218,550.00)
(Fiscal Impact: $99,323.52. Measure R fund)

9. Adopt Resolution No. 5031, approving Final Parcel Map No. 73476, a subdivision to merge two lots into one parcel and to subdivide it for commercial condominium purposes located at 119-125 Lomita Street and authorize the Director of Planning and Building Safety and the City Clerk to sign and record said Map. 
(Fiscal Impact: N/A)

10. Adopt Resolution No. 5034 approving Plans and Specifications for the Lighted Crosswalk Repairs Project on Main Street between El Segundo Boulevard and Pine Avenue, Project No. PW 17-20. 
(Fiscal Impact: to be determined)

11. Adopt Resolution No. 5035 approving Plans and Specifications for Center St. Water Main Improvement, Pine Ave. to El Segundo Blvd., Project No. PW 17-22. 
(Fiscal Impact: to be determined)

12. Approve the reactivation of Accountant classification and include the Classification Plan, adopt Resolution No. 5036 reactivating the Basic Monthly Salary Range for the job classifications of Accountant and approve the Examination Plans for Accountant. 
(Fiscal Impact: $113,000.00)

MOTION by Council Member Dugan, SECONDED by Council Member Pirsztuk to approve Consent Agenda items 4, 5, 6, 7, 8, 9, 10, 11 and 12. MOTION PASSED BY UNANIMOUS VOICE VOTE. 5/0

F. NEW BUSINESS

13. Consideration and possible action to receive an Informational report on the Strategic Plan’s Key Performance Indicators (KPIs) for the month of March 2017. 
(Fiscal Impact: None)

Greg Carpenter, City Manager, introduced the item.

Joseph Lillio, Finance Director, gave a presentation.

Council discussion; suggestions given for additions and considerations to the KPI reporting.

Receive and file the informational report on March KPIs.
G. REPORTS – CITY MANAGER – Thanked the Fire Department for a great Centennial Celebration thanked all those who worked on the event.

H. REPORTS – CITY ATTORNEY – Mentioned legislation occurring in Sacramento that will affect the City’s ability to rent/charge for cell tower use on City property. Mr. Hensley suggested we send a letter to our legislators with our concerns.

I. REPORTS – CITY CLERK - None

J. REPORTS – CITY TREASURER – Not present

K. REPORTS – CITY COUNCIL MEMBERS

Council Member Brann –

14. Consideration and possible action to appoint two Council Members to an ad-hoc committee to address the rising California Public Employees Retirement System (CalPERS) costs. (Fiscal Impact: $0)

Greg Carpenter, City Manager, introduced the item.

Council Discussion

MOTION by Council Member Pirsztuk, SECONDED by Council Member Dugan, appointing Council Member Brann and Mayor Pro Tem Boyles to the ad-hoc committee. MOTION PASSED BY UNANIMOUS VOICE VOTE. 5/0

Council Member Pirsztuk – Thanked the Fire Department for a great Centennial Celebration, reminded everyone to sign up for the Run for Education on Saturday, April 22, 2017 and attended the recent Golf Course Subcommittee.

Council Member Dugan – Attended the Independent Cities Risk Management Association (ICRMA) meeting with Joe Lillio, Finance Director and attended the Golf Course Subcommittee and gave a time line of what will occur in the next few months with the golf course and Top Golf.

Mayor Pro Tem Boyles – Explained his position on Paolucci Selling & Martin Communications (PSM), item #C2 on the agenda.

Mayor Fuentes – Attended the Mayor’s Good Friday Breakfast, attended the Fire Department’s Centennial Celebration, attended the Chamber Military Government Affairs meeting, mentioned the City is having IT issues and she may have missed a few emails from the public and commented on the recent gas tax increase initiative (Senate Bill 1) that recently passed in Sacramento.
PUBLIC COMMUNICATIONS – (Related to City Business Only – 5 minute limit per person, 30 minute limit total) None

Council returned to Closed Session at 8:26 PM

ADJOURNMENT at 9:24 PM

Tracy Weaver, City Clerk
EL SEGUNDO CITY COUNCIL
AGENDA STATEMENT

AGENDA DESCRIPTION:
Consideration and possible action regarding the onsite sale and consumption of beer and wine (Type 41 ABC License) at an existing restaurant at 400 Main Street, EA No. 1165, AUP No. 16-10. 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). Applicant: Vilma Delgado. (Fiscal Impact: N/A)

RECOMMENDED COUNCIL ACTION:
1. Receive and file this report for onsite sale and consumption of beer and wine at an existing restaurant at 400 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 and Building Safety Director Decision Letter Dated March 16, 2017

FISCAL IMPACT: None

<table>
<thead>
<tr>
<th>Amount Budgeted:</th>
<th>N/A</th>
</tr>
</thead>
<tbody>
<tr>
<td>Additional Appropriation:</td>
<td>N/A</td>
</tr>
<tr>
<td>Account Number(s):</td>
<td>N/A</td>
</tr>
</tbody>
</table>

STRATEGIC PLAN:
Goal: Champion Economic Development and Fiscal Sustainability.
Objective: Promotes economic growth and vitality for businesses and the community.

ORIGINATED BY: Gregg McClain, Planning Manager
REVIEWED BY: Sam Lee, Planning and Building Safety Director
APPROVED BY: Greg Carpenter, City Manager

BACKGROUND AND DISCUSSION:

I. Background

In 1995, the City Council directed staff to bring all future Department of Alcoholic Beverage Control (ABC) licenses to it for review. Based upon that direction, relevant background information regarding this application is also provided. After the City Council considers the AUP request, staff will advise ABC of the conclusion of the entitlement process.
On March 16, 2017, the Director of Planning and Building Safety approved an Administrative Use Permit application (EA-1165, AUP 16-10) for 400 Main Street with conditions of approval, which allows onsite sale and consumption of beer and wine at an existing restaurant (Type 41). Currently, the restaurant provides no alcohol service. The Planning Commission received and filed the Director’s decision on April 13, 2017.

Under California law, once the Department of Alcohol Beverage Control (ABC) receives an application for a license, it must notify the applicable local city of the pending application. The local agency then has 30 days to review and, if applicable, protest the issuance of the license. The grounds of a protest should relate to public health, safety or welfare concerns. In this case, the applicant has not yet applied to ABC for the license.

II. Analysis

The application for a license, if approved by the Department of ABC, would allow onsite sale and consumption of beer and wine at an existing 2,026 square foot restaurant. No additional onsite consumption of alcohol is authorized under this AUP. The applicant proposes the following AUP stipulations:

a. Obtain an ABC Type 41 license to allow onsite sale and consumption of beer and wine.

b. Alcohol service will occur in the 688 square foot indoor dining area

c. Hours of operation for the restaurant are Monday through Thursday between 11 a.m. and 9 p.m., Friday and Saturday between 11 a.m. and 10 p.m., and Sunday between 12 p.m. and 8 p.m. Alcohol service will occur during the same hours.

According to the most recent crime and arrest statistics report prepared by the Police Department, the existing grocery store is located in Reporting District 108. Based on the July – December 2016 data, the district experienced 11 Part I & II crimes and 6 felony/misdemeanor arrests. This represents a rate of crime 6% below the average for the entire City. The Police Department and the Planning and Building Safety Department do not object to the issuance of the Type 41 ABC License for the existing restaurant.

The project site is located in the Main Street District of the Downtown Specific Plan (DSP). The onsite sale and consumption of alcohol at restaurants requires an administrative use permit in accordance with Section VI(A)(4)(a) of the DSP. The permit was approved by the Director of Planning and Building Safety and the Planning Commission with appropriate conditions attached.

ABC license review requires mandatory findings that are regulated by ABC, which is independent of the City’s AUP process. 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. 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). The project is a request for onsite sale and consumption of alcohol
at an existing restaurant. The approval of an administrative use permit for alcohol service at the
restaurant involves a negligible expansion of the existing use.

IV. Conclusion

Staff recommends that the Council receive and file this report without objecting to the issuance of
a new Type 41 ABC license at 400 Main Street or alternatively discuss and take another action
related to this item.
<table>
<thead>
<tr>
<th>REPORTING DISTRICT</th>
<th>PART I &amp; II CRIMES</th>
<th>FELONY/MISD ARRESTS</th>
<th>TOTAL</th>
<th>AVERAGE BY RD PERCENTAGE +/-</th>
</tr>
</thead>
<tbody>
<tr>
<td>101</td>
<td>44</td>
<td>12</td>
<td>56</td>
<td>+211%</td>
</tr>
<tr>
<td>102</td>
<td>24</td>
<td>9</td>
<td>33</td>
<td>+63%</td>
</tr>
<tr>
<td>103</td>
<td>7</td>
<td>4</td>
<td>11</td>
<td>-35%</td>
</tr>
<tr>
<td>104</td>
<td>37</td>
<td>6</td>
<td>43</td>
<td>+135%</td>
</tr>
<tr>
<td>105</td>
<td>12</td>
<td>3</td>
<td>15</td>
<td>-17%</td>
</tr>
<tr>
<td>106</td>
<td>6</td>
<td>1</td>
<td>7</td>
<td>-61%</td>
</tr>
<tr>
<td>107</td>
<td>32</td>
<td>8</td>
<td>40</td>
<td>+122%</td>
</tr>
<tr>
<td>108</td>
<td>11</td>
<td>6</td>
<td>17</td>
<td>-6%</td>
</tr>
<tr>
<td>109</td>
<td>9</td>
<td>0</td>
<td>9</td>
<td>-50%</td>
</tr>
<tr>
<td>110</td>
<td>4</td>
<td>1</td>
<td>5</td>
<td>-72%</td>
</tr>
<tr>
<td>111</td>
<td>8</td>
<td>4</td>
<td>12</td>
<td>-33%</td>
</tr>
<tr>
<td>112</td>
<td>20</td>
<td>8</td>
<td>28</td>
<td>-55%</td>
</tr>
<tr>
<td>113</td>
<td>32</td>
<td>3</td>
<td>35</td>
<td>+94%</td>
</tr>
<tr>
<td>114</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>115</td>
<td>15</td>
<td>5</td>
<td>20</td>
<td>+11%</td>
</tr>
<tr>
<td>116</td>
<td>1</td>
<td>0</td>
<td>1</td>
<td>-94%</td>
</tr>
<tr>
<td>201</td>
<td>11</td>
<td>4</td>
<td>15</td>
<td>-17%</td>
</tr>
<tr>
<td>202</td>
<td>15</td>
<td>4</td>
<td>19</td>
<td>+6%</td>
</tr>
<tr>
<td>203</td>
<td>21</td>
<td>9</td>
<td>30</td>
<td>+67%</td>
</tr>
<tr>
<td>204</td>
<td>6</td>
<td>2</td>
<td>8</td>
<td>-56%</td>
</tr>
<tr>
<td>205</td>
<td>10</td>
<td>4</td>
<td>14</td>
<td>-22%</td>
</tr>
<tr>
<td>206</td>
<td>15</td>
<td>4</td>
<td>20</td>
<td>+11%</td>
</tr>
<tr>
<td>207</td>
<td>29</td>
<td>11</td>
<td>40</td>
<td>+122%</td>
</tr>
<tr>
<td>208</td>
<td>23</td>
<td>8</td>
<td>31</td>
<td>+72%</td>
</tr>
<tr>
<td>209</td>
<td>26</td>
<td>10</td>
<td>36</td>
<td>+100%</td>
</tr>
<tr>
<td>210</td>
<td>16</td>
<td>6</td>
<td>22</td>
<td>+22%</td>
</tr>
<tr>
<td>211</td>
<td>15</td>
<td>4</td>
<td>19</td>
<td>-6%</td>
</tr>
<tr>
<td>212</td>
<td>13</td>
<td>5</td>
<td>18</td>
<td>0%</td>
</tr>
<tr>
<td>213</td>
<td>11</td>
<td>3</td>
<td>14</td>
<td>-22%</td>
</tr>
<tr>
<td>301</td>
<td>8</td>
<td>2</td>
<td>10</td>
<td>-44%</td>
</tr>
<tr>
<td>302</td>
<td>12</td>
<td>4</td>
<td>16</td>
<td>-11%</td>
</tr>
<tr>
<td>303</td>
<td>3</td>
<td>2</td>
<td>5</td>
<td>-72%</td>
</tr>
<tr>
<td>304</td>
<td>5</td>
<td>2</td>
<td>7</td>
<td>-61%</td>
</tr>
<tr>
<td>305</td>
<td>8</td>
<td>3</td>
<td>11</td>
<td>-39%</td>
</tr>
<tr>
<td>306</td>
<td>10</td>
<td>2</td>
<td>12</td>
<td>-33%</td>
</tr>
<tr>
<td>307</td>
<td>12</td>
<td>4</td>
<td>16</td>
<td>-11%</td>
</tr>
<tr>
<td>308</td>
<td>39</td>
<td>9</td>
<td>48</td>
<td>+167%</td>
</tr>
<tr>
<td>309</td>
<td>11</td>
<td>5</td>
<td>16</td>
<td>-11%</td>
</tr>
<tr>
<td>310</td>
<td>4</td>
<td>0</td>
<td>4</td>
<td>-78%</td>
</tr>
<tr>
<td>311</td>
<td>9</td>
<td>3</td>
<td>12</td>
<td>-33%</td>
</tr>
<tr>
<td>312</td>
<td>6</td>
<td>2</td>
<td>8</td>
<td>-56%</td>
</tr>
<tr>
<td>313</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0%</td>
</tr>
<tr>
<td>314</td>
<td>3</td>
<td>1</td>
<td>4</td>
<td>-78%</td>
</tr>
<tr>
<td>315</td>
<td>7</td>
<td>4</td>
<td>11</td>
<td>-39%</td>
</tr>
<tr>
<td>316</td>
<td>2</td>
<td>1</td>
<td>3</td>
<td>-83%</td>
</tr>
<tr>
<td>317</td>
<td>3</td>
<td>2</td>
<td>5</td>
<td>-72%</td>
</tr>
<tr>
<td>318</td>
<td>47</td>
<td>14</td>
<td>61</td>
<td>+238%</td>
</tr>
<tr>
<td>319</td>
<td>33</td>
<td>11</td>
<td>44</td>
<td>+144%</td>
</tr>
<tr>
<td>320</td>
<td>10</td>
<td>4</td>
<td>14</td>
<td>-22%</td>
</tr>
<tr>
<td>321</td>
<td>2</td>
<td>1</td>
<td>3</td>
<td>-83%</td>
</tr>
<tr>
<td>322</td>
<td>5</td>
<td>2</td>
<td>7</td>
<td>-61%</td>
</tr>
<tr>
<td>323</td>
<td>2</td>
<td>1</td>
<td>3</td>
<td>-83%</td>
</tr>
<tr>
<td><strong>TOTALS</strong></td>
<td><strong>715</strong></td>
<td><strong>223</strong></td>
<td><strong>938</strong></td>
<td></td>
</tr>
</tbody>
</table>
March 16, 2017

Ms. Vilma Delgado
400 Main Street
El Segundo, CA 90245

Re: 400 Main Street, Environmental Assessment No. EA-1165 and Administrative Use Permit No. AUP 16-10

Dear Ms. Delgado:

Your request for an administrative use permit for a restaurant was APPROVED by the Director of Planning and Building Safety in accordance with El Segundo Municipal Code (ESMC) Chapter 15-22.

The Director approved onsite sale and consumption of beer and wine at a restaurant (ABC Type 41 License) at 400 Main Street. No additional on-site consumption of alcohol is authorized under this AUP.

SECTION 1: Administrative Use Permit Findings:

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.

1. The applicant proposes to provide onsite sale and consumption of beer and wine at an existing 2,026 square foot restaurant. The restaurant is located at 400 Main Street. No additional on-site consumption of alcohol is authorized under this AUP.

2. The surrounding land uses include: general commercial, governmental and general offices, restaurants, and residential. A restaurant with onsite sale and consumption of alcohol is compatible with the surrounding uses.

3. The General Plan land use designation for the site is Downtown Specific Plan. The zoning for the site is Downtown Specific Plan ("DSP") – Main Street District. Onsite sale and consumption of alcohol at restaurants is permitted in the zone with the approval of an administrative use permit.
4. The applicant proposes the following AUP stipulations:
   a. Onsite consumption of beer and wine will occur in the 688 square foot indoor dining area.
   b. Hours of operation for the restaurant are Monday through Thursday between 11 a.m. and 9 p.m., Friday and Saturday between 11 a.m. and 10 p.m., and Sunday between 12 p.m. and 8 p.m. Alcohol service will occur during the same hours.

Finding 2: The proposed use is consistent and compatible with the purpose of the Zone in which the site is located.

1. The zoning for the site is Downtown Specific Plan – Main Street District. Onsite sale and consumption of alcohol at restaurants is a permitted use in the District with the approval of an administrative use permit.

2. The purpose of the Main Street District of the DSP is intended to be resident serving, providing a pedestrian-oriented and pedestrian-friendly environment. Standards for the district are intended to maintain, enhance, and protect this character. The proposed use is consistent with this purpose of the zone in that the building contains a mix of uses and the ground floor of the building will be occupied by a restaurant which is a resident serving pedestrian oriented use.

3. The surrounding land uses include: general commercial, a public parking lot, offices, restaurants, and residential. A restaurant with onsite sale and consumption of alcohol is compatible with the surrounding uses.

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.

1. The restaurant is located in an existing building and will continue to operate as a restaurant. The lot has 25 parking spaces which is adequate for the existing uses of the building. The project does not require additional parking.

2. The hours for alcohol service are limited to the operational hours of the restaurant: Monday through Thursday between 11 a.m. and 9 p.m., Friday and Saturday between 11 a.m. and 10 p.m., and Sunday between 12 p.m. and 8 p.m.

3. The applicant must abide by all ABC regulations and license restrictions.
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.

1. The on-site sale and consumption of alcohol will not create new impacts that would not be normally associated with the operation of a restaurant store.

Finding 5: The State Department of Alcoholic Beverage Control has issued or will issue a license to sell alcohol to the applicant.

1. The applicant must obtain a license from the State of California Department of Alcoholic Beverage Control for on-site sale and consumption of beer and wine for restaurants (ABC Type 41) before the activity may legally commence.

SECTION 2: Environmental Assessment: After considering the above facts and findings, the Director finds this 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). The project includes a negligible expansion of the existing use.

1. The proposed project involves the addition of alcohol service to an existing restaurant. The proposed alcohol service will allow on-site sale and consumption of beer and wine in an indoor dining area of approximately 688 square feet. No other changes to the restaurant use or the restaurant building are being proposed. Therefore, the project involves negligible expansion of an existing use.
DIRECTOR OF PLANNING AND BUILDING SAFETY DEPARTMENT ACTION

Based on these findings and facts in support of these findings, the Director of Planning and Building Safety Department APPROVES the proposed project (Environmental Assessment No. EA-1165 and Administrative Use Permit No. AUP 16-10), subject to the following conditions:

1. The hours for alcohol service are limited to the operational hours of the restaurant: Monday through Thursday between 11 a.m. and 9 p.m., Friday and Saturday between 11 a.m. and 10 p.m., and Sunday between 12 p.m. and 8 p.m. The kitchen must remain open during the hours of alcohol service. Any change to these hours is subject to review and approval by the Director of Planning and Building Safety.

2. No additional on-site consumption is authorized at the project site.

3. Any subsequent modification to the floor plan and areas where alcohol service occurs must be referred to the Director of Planning and Building Safety for approval.

4. The applicant must obtain and maintain all licenses required by the Alcoholic Beverage Control Act (Business & Professions Code §§23000 et seq.). The applicant must obtain and maintain a type 41 license.

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

6. 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.

7. 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.

8. There must be no 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.

9. 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 for the responsible sales of alcohol. The training must be offered to new employees on not less than a quarterly basis.
10. Any and all employees hired to sell alcoholic beverages must provide evidence that they have either:

a. Completed training in ABC- administered Leadership and Education in Alcohol and Drugs (LEAD) Program as demonstrated by an ABC-issued certificate; or,

b. Completed an accepted equivalent by ABC 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 15 days of the Director’s decision, or by final project approval, that a date certain is scheduled within the local ABC Office to complete the LEAD course.

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

11. The licensee must have readily identifiable personnel to monitor and control the behavior of customers inside the building premises.

12. Vilma Delgado and John Doukakis agree 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-1165 or Administrative Use Permit No. AUP 16-10. 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-1165 or AUP 16-10, the Applicant and the Property Owners agree 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.
By signing this document, the applicant, Vilma Delgado, and the property owner, John Doukakis, certify that they read, understood, and agree to the Project Conditions listed in this document.

Vilma Delgado, Applicant

John Doukakis, Property Owner

FURTHER REVIEW BY PLANNING COMMISSION AND CITY COUNCIL
This determination is scheduled to be received and filed by the Planning Commission at its March 23, 2017 meeting. Please be advised that this does not conclude the review process. The City Council will determine whether or not to protest the approval of the alcohol permit at its meeting at as of yet undetermined date.

Should you have any questions, please contact Raneika Brooks, Assistant Planner, at (310) 524-2343.

Sam Lee, Director
Department of Planning and Building Safety
AGENDA DESCRIPTION:
Consideration and possible action to authorize the City Manager to enter into an agreement approved by the City Attorney with Pyro Spectaculars for the amount of $26,000 to operate a fireworks show on July 4, 2017 at Recreation Park. (Fiscal Impact: Included in the FY 16-17 General Fund Budget $21,000; Centennial Celebration Sponsorship Funds $5,000)

RECOMMENDED COUNCIL ACTION:
1. Authorize the City Manager to execute agreement approved by the City Attorney with Pyro Spectaculars; and/or,
2. Alternatively, discuss and take other possible action related to this item.

ATTACHED SUPPORTING DOCUMENTS:
1. Pyro Spectaculars Contract and Proposal

FISCAL IMPACT: None

- **Amount Budgeted:** $26,000
- **Additional Appropriation:** N/A
- **Account Number(s):**
  - 001-400-5210-6206 - $21,000
  - 702-200-5418-2606 - $5,000

STRATEGIC PLAN:

<table>
<thead>
<tr>
<th>Goal:</th>
<th>5</th>
<th>El Segundo approaches its work in a financially strategic and responsible way</th>
</tr>
</thead>
<tbody>
<tr>
<td>Objective:</td>
<td>2</td>
<td>The City will maintain a stable, efficient, and transparent financial environment</td>
</tr>
</tbody>
</table>

ORIGINATED BY: Arexia Yee, Recreation Superintendent

REVIEWED BY: Meredith Petit, Director of Recreation and Parks

APPROVED BY: Greg Carpenter, City Manager

BACKGROUND AND DISCUSSION:

The El Segundo Annual Fourth of July Celebration will be held at El Segundo Recreation Park located at 401 Sheldon St. on July 4, 2017 from 10:00am-3:00pm and 5:00pm-9:00pm. The fireworks production will begin at 9:00pm at El Segundo Recreation Park Tennis Courts.

The El Segundo Recreation and Parks Department has utilized the services of Pyro Spectaculars for the annual fireworks show for four consecutive years. Pyro Spectaculars is the largest fireworks company on the West Coast and one of the largest in the country. The company has been
responsible for fireworks display shows at Disneyworld and Disneyland, the 2002 Salt Lake Olympic Winter Games, the Macy’s 4th of July Spectacular and many other grand events. With over 2,000 licensed pyrotechnic operators, entertainers and technicians, they produce a safe and organized fireworks entertainment package.

As an additional enhancement to this year’s show, the Centennial Celebration Committee voted to highlight this year’s Centennial Celebration with an enhanced fireworks extravaganza on July 4, 2017, with a special Centennial Finale. A typical finale would include approximately 180 bombardments; the Centennial Finale will have approximately 400 bombardments.

Currently, $21,000 has been allocated for the 4th of July fireworks display from the Recreation and Parks Department budget. Due to the special Centennial Celebration, the fireworks contract with Pyro Spectaculars has increased by $5,000, totaling $26,000. The additional cost of $5,000 will be funded by the Centennial Celebration Sponsorship funds.
PRODUCTION AGREEMENT
(Special)

This agreement ("Agreement") is made this _______ day of _______ 2017 by and between Pyro Spectaculars, Inc., a California corporation, hereinafter referred to as ("PYRO"), and City of El Segundo Parks & Recreation, hereinafter referred to as ("CLIENT"). PYRO and CLIENT are sometimes referred to as "Party" or collectively as "Parties" herein.

1. Engagement - CLIENT hereby engages PYRO to provide to CLIENT one fireworks production ("Production"), and PYRO accepts such engagement upon all of the premises, terms and conditions hereinafter set forth. The Production shall be substantially as outlined in Program "A", attached hereto and incorporated herein by this reference.

1.1 PYRO Duties - PYRO shall provide all pyrotechnic equipment, trained pyrotechnicians, shipping, pyrotechnic products, application for specific pyrotechnic permits (the cost of which, including standby fees, shall be paid by CLIENT) relating to the Production, insurance covering the Production and the other things on its part to be performed as more specifically set forth below in this Agreement and in the Scope of Work ("Scope of Work"), attached hereto, incorporated herein by this reference, and made part of this Agreement as though set forth fully herein.

1.2 CLIENT Duties - CLIENT shall provide to PYRO a suitable site ("Site") for the Production, security for the Site as set forth in Paragraph 6 hereof, access to the Site, any permit necessary to utilize the Site for the Production, and the other things on its part to be performed as more specifically set forth below in this Agreement and in the Scope of Work. All Site arrangements are subject to PYRO's reasonable approval as to pyrotechnic safety, suitability, and security. All other conditions of the Site shall be the responsibility of CLIENT, including, but not limited to, access, use, control, parking and general safety with respect to the public, CLIENT personnel and other contractors.

2. Time and Place - The Production shall take place on July 4, 2017, at approximately 9:00 P.M., at El Segundo Recreation Park Tennis Courts 401 Sheldon St, El Segundo, CA, Site.

3. Fees, Interest, and Expenses -

3.1 Fee - CLIENT agrees to pay PYRO a fee of $26,000.00 USD (TWENTY-SIX THOUSAND DOLLARS) ("Fee") for the Production. CLIENT shall pay to PYRO $13,000.00 USD (THIRTEEN THOUSAND DOLLARS) of the Fee plus estimated permit and standby fees, specified production costs, and other regulatory costs approximated at $200.00 OR AN AMOUNT TO BE DETERMINED, FOR A TOTAL OF $33,000.00, as a deposit ("Deposit") upon the execution of this Agreement by both parties but no later than April 4, 2017. The balance of the Fee shall be paid no later than July 5, 2017. CLIENT authorizes PYRO to receive and verify credit and financial information concerning CLIENT from any agency, person or entity including but not limited to credit reporting agencies. The "PRICE FIRM" date, the date by which the executed Agreement must be delivered to Pyro, is set forth in paragraph 20.

3.2 Interest - In the event that the Fee is not paid in a timely manner, CLIENT will be responsible for the payment of the maximum interest permitted by law on the unpaid balance. If litigation arises out of this Agreement, the prevailing party shall be entitled to reasonable costs incurred in connection with the litigation, including, but not limited to attorneys' fees.

3.3 Expenses - PYRO shall pay all normal expenses directly related to the Production including freight, insurance as outlined, pyrotechnic products, pyrotechnic equipment, experienced pyrotechnic personnel to set up and discharge the pyrotechnics and those additional items as outlined as PYRO's responsibility in the Scope of Work. CLIENT shall pay all costs related to the Production not supplied by PYRO including, but not limited to, those items outlined as CLIENT's responsibility in this Agreement and Scope of Work.

4. Proprietary Rights - PYRO represents and warrants that it owns all copyrights, including performance rights, to this Production, except that PYRO does not own CLIENT-owned material or third-party-owned material that has been included in the Production, and to such CLIENT-owned and third-party-owned material, CLIENT assumes full responsibility therefore. CLIENT agrees that PYRO shall retain ownership of, and all copyrights and other rights to, the Production, except that PYRO shall not acquire or retain any ownership or other rights in or to CLIENT-owned material and third-party-owned material and shall not be responsible in any way for such material. If applicable, CLIENT consents to the use of CLIENT-owned material and represents that it has or will obtain any permission from appropriate third parties sufficient to authorize public exhibition of any such material in connection with this Production. PYRO reserves the ownership rights in its trade names that are used in or are a product of the Production. Any reproduction by sound, video or other duplication or recording process without the express written permission of PYRO is prohibited.

5. Safety - PYRO and CLIENT shall each comply with applicable federal, state and local laws and regulations and employ safety programs and measures consistent with recognized applicable industry standards and practices. At all times before and during the Production, it shall be within PYRO's sole discretion to determine whether or not the Production may be safely discharged or continued, except that Fire Department and Police Department officials may determine that the conditions are not safe enough to continue with the Production. It shall not constitute a breach of this Agreement by PYRO for fireworks to fail or malfunction, or for PYRO or fire or police officials to determine that the Production cannot be discharged or continued as a result of any conditions or circumstances affecting safety beyond the reasonable control of PYRO.

6. Security - CLIENT shall provide adequate security personnel, barricades, and Police Department services as may be necessary to preclude individuals other than those authorized by PYRO from entering an area to be designated by PYRO as the area for the set-up and discharge of the Production, including a safe area satisfactory to PYRO where the pyrotechnics may safely rise and any debris may safely fall. PYRO shall have no responsibility for monitoring or controlling CLIENT's other contractors, providers or volunteers; the public; areas to which the public or contractors have access; or any other public or contractor facilities associated with the Production.

7. Cleanup - PYRO shall be responsible for the removal of all equipment provided by PYRO and cleanup of any live pyrotechnic debris made necessary by PYRO. CLIENT shall be responsible for any other clean up which may be required of the Production or set-up, discharge and fallout areas including any environmental clean-up.

City of El Segundo Parks & Recreation
Program A, Rev. #3
July 4, 2017
Page 1 of 4
8. Permits - PYRO agrees to apply for permits for the firing of pyrotechnics only from the El Segundo Fire Department, FAA, and USCG, if required. CLIENT shall be responsible for any fees associated with these permits including standby fees. CLIENT shall be responsible for obtaining any other necessary permits, paying associated fees, and making other appropriate arrangements for Police Departments, other Fire Departments, road closures, event/activity or land use permits or any permission or permit required by any Local, Regional, State or Federal Government.

9. Insurance - PYRO shall at all times during the performance of services herein ensure that the following insurance is maintained in connection with PYRO’s performance of this Agreement: (1) commercial general liability insurance, including products, completed operations, and contractual liability under this Agreement; (2) automobile liability insurance, (3) workers’ compensation insurance and employer liability insurance. Such insurance is to protect CLIENT from claims for bodily injury, including death, personal injury, and from claims of property damage, which may arise from PYRO’s performance of this Agreement, only. The types and amounts of coverage shall be as set forth in the Scope of Work. Such insurance shall not include claims which arise from CLIENT’s negligence or willful conduct or from failure of CLIENT to perform its obligations under this Agreement, coverage for which shall be provided by CLIENT.

The coverage of these policies shall be subject to reasonable inspection by CLIENT. Certificates of Insurance evidencing the required general liability coverage shall be furnished to CLIENT prior to the rendering of services hereunder and shall include that the following are named as additionally insured: CLIENT, Sponsors, Landowners, Barge Owners, if any, and Permitting Authorities, with respect to the operations of PYRO at the Production. Pyrotechnic subcontractors or providers, if any, not covered under policies of insurance required hereby, shall secure, maintain and provide their own insurance coverage with respect to their respective operations and services.

10. Indemnification - PYRO represents and warrants that it is capable of furnishing the necessary experience, personnel, equipment, materials, providers, and expertise to produce the Production in a safe and professional manner. Notwithstanding anything in this Agreement to the contrary, PYRO shall indemnify, hold harmless, and defend CLIENT and the additional insureds from and against any and all claims, actions, damages, liabilities and expenses, including but not limited to, attorney and other professional fees and court costs, in connection with the loss of life, personal injury, and/or damage to property, arising from or out of the Production and the presentation thereof to the extent such are occasioned by any act or omission of PYRO, their officers, agents, contractors, providers, or employees. CLIENT shall indemnify, hold harmless, and defend PYRO from and against any and all claims, actions, damages, liability and expenses, including but not limited to, attorney and other professional fees and court costs in connection with the loss of life, personal injury, and/or damage to property, arising from or out of the Production and the presentation thereof to the extent such are occasioned by any act or omission of CLIENT, its officers, agents, contractors, providers, or employees. In no event shall either party be liable for the consequential damages of the other party.

11. Limitation of Damages for Ordinary Breach - Except in the case of bodily injury and property damage as provided in the insurance and indemnification provisions of Paragraphs 9 and 10, above, in the event CLIENT claims that PYRO has breached this Agreement or was otherwise negligent in performing the Production provided for herein, CLIENT shall not be entitled to claim or recover monetary damages from PYRO beyond the amount CLIENT has paid to PYRO under this Agreement, and shall not be entitled to claim or recover any consequential damages from PYRO including, without limitation, damages for loss of income, business or profits.

12. Force Majeure - CLIENT agrees to assume the risks of weather, strike, civil unrest, terrorism, military action, governmental action, and any other causes beyond the control of PYRO which may prevent the Production from being safely discharged on the scheduled date, which may cause the cancellation of any event for which CLIENT has purchased the Production, or which may affect or damage such portion of the exhibits as must be placed and exposed a necessary time before the Production. If, for any such reason, PYRO is not reasonably able to safely discharge the Production on the scheduled date, or at the scheduled time, or should any event for which CLIENT has purchased the Production be canceled as a result of such causes, CLIENT may (i) reschedule the Production and pay PYRO such sums as provided in Paragraph 13, or (ii) cancel the Production and pay PYRO such sums as provided in Paragraph 14, based upon when the Production is canceled.

13. Rescheduling Of Event - If CLIENT elects to reschedule the Production, PYRO shall be paid the original Fee plus all additional expenses made necessary by rescheduling plus a 15% service fee on such additional expenses. Said expenses will be invoiced separately and payment will be due in full within 5 days of receipt. CLIENT and PYRO shall agree upon the rescheduled date taking into consideration availability of permits, materials, equipment, transportation and labor. The Production shall be rescheduled for a date not more than 90 Days subsequent to the date first set for the Production. The Production shall not be rescheduled to a date, or for an event, that historically has involved a fireworks production. The Production shall not be rescheduled between June 15th and July 15th unless the original date was July 4th of that same year, or between December 15th and January 15th unless the original date was December 31st of the earlier year unless PYRO agrees that such rescheduling will not adversely affect normal business operations during those periods.

14. Right To Cancel - CLIENT shall have the option to unilaterally cancel the Production prior to the scheduled date. If CLIENT exercises this option, CLIENT agrees to pay to PYRO, as liquidated damages, the following percentages of the Fee as set forth in Paragraph 3.1, 1) 50% if cancellation occurs 30 to 90 days prior to the scheduled date, 2) 75% if cancellation occurs 15 to 29 days prior to the scheduled date, 3) 100% thereafter. In the event CLIENT cancels the Production, it will be impractical or extremely difficult to fix actual amount of PYRO’s damages. The foregoing represents a reasonable estimate of the damages PYRO will suffer if CLIENT cancels the Production.

15. No Joint Venture - It is agreed, nothing in this Agreement or in PYRO’s performance of the Production shall be construed as forming a partnership or joint venture between CLIENT and PYRO. PYRO shall be and is an independent contractor with CLIENT and not an employee of CLIENT. The Parties hereto shall be severally responsible for their own separate debts and obligations and neither Party shall be held responsible for any agreements or obligations not expressly provided for herein.

16. Applicable Law - This Agreement and the rights and obligations of the Parties hereunder shall be construed in accordance with the laws of California. It is further agreed that the Central Judicial District of San Bernardino County, California, shall be proper venue for any such action. In the event that the scope of the Production is reduced by authorities having jurisdiction or by either Party for safety concerns, the full dollar amounts outlined in this Agreement are enforceable.

17. Notices - Any Notice to the Parties permitted or required under this Agreement may be given by mailing such Notice in the United States Mail, postage prepaid, first class, addressed as follows: PYRO - Pyro Spectaculars, Inc., P.O. Box 2339, Rialto, California, 92377, or for overnight delivery to 3196 N. Locust Avenue, Rialto, California 92377. CLIENT - City of El Segundo Parks & Recreation, 401 Shellman St., El Segundo, CA 90245-0989.
18. **Modification of Terms** – All terms of the Agreement are in writing and may only be modified by written agreement of both Parties hereto. Both Parties acknowledge they have received a copy of said written Agreement and agree to be bound by said terms of written Agreement only.

19. **Severability** – If there is more than one CLIENT, they shall be jointly and severally responsible to perform CLIENT’s obligations under this Agreement. This Agreement shall become effective after it is executed and accepted by CLIENT and after it is executed and accepted by PYRO at PYRO’s offices in Rialto, California. This Agreement may be executed in several counterparts, including facsimile and email copies, each one of which shall be deemed an original against the Party executing same. This Agreement shall be binding upon the Parties hereto and upon their heirs, successors, executors, administrators and assigns.

20. **Price Firm** – If any changes or alterations are made by CLIENT to this Agreement or if this Agreement is not executed by CLIENT and delivered to PYRO on or before the PRICE FIRM date shown below, then the price, date, and scope of the Production are subject to review and acceptance by PYRO for a period of 15 days following delivery to PYRO of the executed Agreement. In the event it is not accepted by PYRO, PYRO shall give CLIENT written notice, and this Agreement shall be void.

**PRICE FIRM through April 4, 2017**

EXECUTED AGREEMENT MUST BE DELIVERED TO PYRO BY THIS DATE.

See PRICE FIRM conditions, paragraph 20, above.

EXECUTED as of the date first written above:

PYRO SPECTACULARS, INC.

By: [Signature]

President

CITY OF EL SEGUNDO,
A General Law City

By: [Signature]

Greg Carpenter
City Manager

ATTEST:

Tracy Weaver
City Clerk

APPROVED AS TO FORM:
MARK D. HENSLEY, CITY ATTORNEY

By: [Signature]

Karl H. Berger
Assistant City Attorney

SHOW PRODUCER: Christopher Souza
SCOPE OF WORK
PYRO SPECTACULARS, INC. ("PYRO")
and
City of El Segundo Parks & Recreation ("CLIENT")

Pyro shall provide the following goods and services to CLIENT:

- One (1) Pyro Spectaculars, Inc., Production on July 4, 2017, at approximately 9:00 P.M. at El Segundo Recreation Park Tennis Courts; 401 Sheldon St., El Segundo, CA.
- All pyrotechnic equipment, trained pyrotechnicians, shipping, and pyrotechnic product.
- Application for specific pyrotechnic permits relating to the Production.
- Insurance covering the Production as set forth in the Agreement with the following limits:

<table>
<thead>
<tr>
<th>Insurance Requirements</th>
<th>Limits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Commercial General Liability</td>
<td>$5,000,000.00 Combined Single Limit- Each Occurrence (Bodily Injury &amp; Property Damage)</td>
</tr>
<tr>
<td>Business Auto Liability-</td>
<td></td>
</tr>
<tr>
<td>Owned, Non-Owned and Hired Autos</td>
<td>$5,000,000.00 Combined Single Limit- Each Occurrence (Bodily Injury &amp; Property Damage)</td>
</tr>
<tr>
<td>Workers’ Compensation</td>
<td>Statutory Waiver of Subrogation shall apply</td>
</tr>
<tr>
<td>Employer Liability</td>
<td>$1,000,000 Per Occurrence</td>
</tr>
</tbody>
</table>

CLIENT shall provide to PYRO the following goods and services:

- All on-site labor costs, if any, not provided or performed by PYRO personnel including, but not limited to, local union requirements, all Site security, Police and Fire Dept. standby personnel. All these additional personnel and services shall be fully insured and the sole responsibility of CLIENT.
- Coordination and any applicable non-pyrotechnic permitting with the local, state or federal government that may hold authority within the Production.
- Costs of all permits required for the presentation of the Production and the event as a whole.
- Provision of a Safety Zone in accordance with applicable standards and all requirements of the authorities having jurisdiction throughout the entire time that the pyrotechnics are at the Site or the load site (if different) on the date of the Production and all set-up and load-out dates, including water security to keep unauthorized people, boats, etc. from entering the Safety Zone.
- General Services including, but not limited to, Site and audience security, fencing, adequate work light, dumpster accessibility, a secure office for PYRO personnel within the venue, secure parking for PYRO vehicles, access to washrooms, tents, equipment storage, hazmat storage, electrical power, fire suppression equipment, access to worksites, necessary credentialing, etc., will be required as necessary.
February 24, 2017

City of El Segundo Parks & Recreation
Meredith Petit
401 Sheldon St.
El Segundo, CA 90245-0989

Dear Ms. Petit,

Thank you again for the continued relationship between The City of El Segundo and Pyro Spectaculars. We are honored to help celebrate Independence Day in conjunction with the City’s Centennial. As we discussed, we plan to have a similar display fired on July 4th with an additional 2 minute finale for a total of $26,000.00.

Our full service Program "A" includes the services of a licensed pyrotechnic operator, specialized crew, an electronic firing system, and safety equipment used for support and protection. The price also includes insurance coverage, sales tax and delivery. To help ensure public safety, we work directly with the local fire authority while we apply for all the necessary fire department and other fireworks related permits. Our winning combination of products, people and production capabilities help produce the safest fireworks entertainment package possible.

Your organization will be responsible for payment of all Fire Department permit fees and/or standby firemen fees, if any. The Fire Department may bill you directly for any additional standby fees for inspections. Your organization will also be responsible for providing the display location and all necessary security for the display site.

Enclosed you will find a Product Synopsis, Production Agreement for signature and Scope of Work. Please have one copy of this fully executed agreement returned to our office by April 4, 2017 along with your deposit.

Please take the time to review this proposal in detail. If you wish to discuss any changes in your program or need more information, please call either myself or your Customer Service Representative Melonee Mares at (909) 355-8120 ext. 228.

Sincerely,

PYRO SPECTACULARS, INC.

Christopher Souza
PYRO Show Producer
CS/mm

Enclosures
Product Synopsis • Pyrotechnic Proposal
City of El Segundo Parks and Recreation
PROGRAM A – July 4, 2017
$26,000.00

Opening Barrage

<table>
<thead>
<tr>
<th>Description</th>
<th>Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>♦ Souza Salutes</td>
<td>100</td>
</tr>
</tbody>
</table>

Total Opening Barrage 100

Main Body - Aerial Shells

<table>
<thead>
<tr>
<th>Description</th>
<th>Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>♦ 3&quot; Souza Designer Selections</td>
<td>200</td>
</tr>
<tr>
<td>♦ 4&quot; Souza Designer Selections</td>
<td>180</td>
</tr>
</tbody>
</table>

Total of Main Body - Aerial Shells 380

Pyrotechnic Devices

<table>
<thead>
<tr>
<th>Description</th>
<th>Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>♦ Sousa Platinum Line Custom Multishot Device</td>
<td>500 Shots</td>
</tr>
<tr>
<td>♦ Sousa Emerald Line Custom Multishot Device</td>
<td>235 Shots</td>
</tr>
</tbody>
</table>

Total of Pyrotechnic Device 735

Low-Level Pyrotechnic Devices

<table>
<thead>
<tr>
<th>Description</th>
<th>Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>♦ .5&quot; Red, White, Blue Roman Candle Batten</td>
<td>450</td>
</tr>
</tbody>
</table>

Total of Low-Level Pyrotechnic Devices 450

Grand Finale

<table>
<thead>
<tr>
<th>Description</th>
<th>Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>♦ 2.5&quot; Souza Designer Bombardment Shells</td>
<td>90</td>
</tr>
<tr>
<td>♦ 3&quot; Souza Designer Bombardment Shells</td>
<td>50</td>
</tr>
<tr>
<td>♦ 4&quot; Souza Designer Bombardment Shells</td>
<td>45</td>
</tr>
</tbody>
</table>

Total of Grand Finale 185

Centennial Grand Finale

<table>
<thead>
<tr>
<th>Description</th>
<th>Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>♦ 2&quot; Souza Designer Bombardment Shells</td>
<td>100</td>
</tr>
<tr>
<td>♦ 2.5&quot; Souza Designer Bombardment Shells</td>
<td>180</td>
</tr>
<tr>
<td>♦ 3&quot; Souza Designer Bombardment Shells</td>
<td>60</td>
</tr>
<tr>
<td>♦ 4&quot; Souza Designer Bombardment Shells</td>
<td>60</td>
</tr>
</tbody>
</table>

Total of Centennial Grand Finale 400

Grand Total 2,250
AGENDA DESCRIPTION:
Consideration and possible action to accept as complete Recreation Park Phase 4 Lighting, Project No. PW 16-26. (Fiscal Impact: $382,625.70)

RECOMMENDED COUNCIL ACTION:
1. Accept the work performed by Ace Electric, Inc. for Project No. PW 16-26 as complete; and
2. Authorize the City Clerk to file Notice of Completion with the County Recorder's office; or
3. Alternatively, discuss and take other possible actions related to this item.

ATTACHED SUPPORTING DOCUMENTS:
1. Notice of Completion

FISCAL IMPACT: Included in Adopted Budget

Amount Budgeted: $400,000.00

Additional Appropriation: N/A
Account Number(s): 125-400-8202-8325 (Grant: Recreation Park Lighting Fund)

STRATEGIC PLAN:

Goal: 4  Develop Quality Infrastructure and Technology
Objective: 1a  El Segundo provides unparalleled service to internal and external customers

Goal: 1  The City's infrastructure is well maintained
Objective: 2  City services are convenient, efficient and user-friendly for all residents, businesses, and visitors

ORIGINATED BY: John Gilmour, Senior Engineering Associate
REVIEWED BY: Ken Berkman, Interim Public Works Director
Meredith Petit, Recreation and Parks Director
APPROVED BY: Greg Carpenter, City Manager

BACKGROUND AND DISCUSSION:

On November 15, 2016, City Council adopted the plans and specifications for Recreation Park Phase 4 Lighting (Project No. PW 16-26) and authorized staff to advertise the project for receipt of construction bids.

On December 20, 2016, the City Council awarded a standard public works contract to the lowest responsible bidder, Ace Electric, Inc. for $197,100.00 and approved an additional $29,565.00 for
construction-related contingencies. City Council also authorized the purchase of lighting equipment from Musco Sports Lighting, LLC (Musco) in the amount of $178,651.00.

Construction began on February 8, 2017 and was successfully completed by Ace Electric, Inc. on March 27, 2017. A final inspection for the contractor’s work was performed and it was determined that the project was completed per the plans and specifications and to the satisfaction of the Public Works Department.

Minor adjustments below resulted in a net overall project savings:
- Reduction in wiring and conduit cost through careful construction methods and re-routing.
- Relocation of a storm drain pipe to avoid conflict with the installation of a light pole foundation.
- Addition of control zone to computerize other sports lights in the Recreation Park complex. This brought in more park lights into the singular system, which simplified operation by further eliminating manual controls.

Staff were also able to negotiate with Musco to procure premium LED lighting equipment for the same price as the originally-specified, non-premium Halide equipment. Musco notified staff during the bidding phase in late November that the lighting equipment Musco had proposed to the City in September could no longer be installed due to the United States Department of Energy’s forthcoming legislative ban on halide lamp probe-start ballasts (amended Section 431.326 of Chapter II, Subchapter D, of title 10 of the Code of Federal Regulations). The anticipated completion time of late March fell just outside of the February deadline. Staff was able to quickly incorporate the change and negotiate with Musco to waive the $8,000 in increased cost of the premium equipment as a result of the late notification.

Lastly, this project required a compressed project completion timeline to meet the deadline of the Los Angeles County grant. Staff was able to operate efficiently and expeditiously to complete the project and protect our reimbursement. The public now enjoys premium LED lighting over the project area, and the City will benefit from reduced annual electricity costs and greater computerized control over the lights.

Staff respectfully recommends Council accept the work performed by Ace Electric for Project No. PW 16-26 as complete, and authorize the City Clerk to file a Notice of Completion with the County Recorder’s office.

**Accounting Summary**

<table>
<thead>
<tr>
<th>Amount</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>$960.00</td>
<td>Advertising for Bids in Newspaper</td>
</tr>
<tr>
<td>$16,700.00</td>
<td>Electrical Design</td>
</tr>
<tr>
<td>$178,241.25</td>
<td>Musco Sports Lighting, LLC Equipment Purchase Amount</td>
</tr>
<tr>
<td>$197,100.00</td>
<td>Ace Electric, Inc. Construction Contract Amount</td>
</tr>
<tr>
<td>-$10,350.55</td>
<td>Ace Electric Change Order (Minor quantity adjustments)</td>
</tr>
<tr>
<td><strong>$382,650.70</strong></td>
<td><strong>Total Funds Spent</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Amount</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>$400,000.00</td>
<td>Amount Budgeted for the project</td>
</tr>
<tr>
<td>-$382,650.70</td>
<td>Total Funds Spent</td>
</tr>
<tr>
<td><strong>$17,349.30</strong></td>
<td><strong>Unspent Budgeted Amount Returned to Fund 125-400-8202-8325</strong></td>
</tr>
</tbody>
</table>
NOTICE OF COMPLETION OF CONSTRUCTION PROJECT

Project Name: Recreation Park Phase 4 Lighting

Project No. : PW 16-26 Contract No. 5244

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 March 27, 2017. The work done was: Recreation Park Phase 4 Lighting.

6. On May 2, 2017, 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: Ace Electric, 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: Recreation Park

9. The street address of said property is: 401 Sheldon St. in El Segundo, CA 90245

Dated: ________________________

Ken Berkman
Interim 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 ________________, 2017 at El Segundo, California. 90245

________________________
Ken Berkman
Interim Public Works Director
AGENDA DESCRIPTION:
Consideration and possible action regarding approval of an amendment to the Robert Half International, Inc. (dba Accountemps) agreement number 4810 for temporary staffing in the Finance Department. (Fiscal Impact $100,000.00)

RECOMMENDED COUNCIL ACTION:
1. Authorize City Manager to execute an agreement amendment, in a form approved by the City Attorney, with Accountemps, for additional temporary staffing.
2. Alternatively, discuss and take other possible action related to this item.

ATTACHED SUPPORTING DOCUMENTS:
Fourth Amendment to Agreement No. 4810

FISCAL IMPACT: None
Amount Budgeted: $100,000.00
Additional Appropriation: N/A
Account Number(s): From Account: 001-400-2504-4101/Full-time Salaries (-$67,000), 501-400-7102-4101/Full-time Salaries (-$33,000)
To Account: 001-400-2502-6214/Professional & Technical ($58,400), 001-400-2504-6214/Professional & Technical ($8,600), 501-400-7102-6214/Professional & Technical ($33,000)

STRATEGIC PLAN:
Goal: 5(b) Champion Economic Development and Fiscal Sustainability:
El Segundo approaches its work in a financially disciplined and responsible way
Objective: 2 The City will maintain a stable, efficient, and transparent financial environment

ORIGINATED BY: Joseph Lillio, Director of Finance
APPROVED BY: Greg Carpenter, City Manager

BACKGROUND AND DISCUSSION:
In February 2015, the City Manager approved a five year on-call agreement for staffing services with Accountemps to provide staffing services for the City in order to address vacancies. It is anticipated an additional amount of $100,000 will be necessary to meet the needs of the Finance Department for the next four months, bringing the contract total to an amount not to exceed
$255,000. Because this amendment to the agreement exceeds $25,000, City Council approval is required.

At this time, staff is requesting City Council approve a fourth amendment to the agreement for an additional amount of $100,000.00, in a form approved by the City Attorney, for Accountemps to provide temporary staffing services to the Finance Department.

As part of the approved FY 2016-17 Budget, a full-time accountant is budgeted in the amount of $112,600 ($61,000 of these funds were already applied towards the third amendment). As well as a part-time accountant at $63,000. These positions are currently vacant and are not anticipated to be filled until August 2017. The salary savings identified will be used to cover the fourth amendment. Accountemps has provided customer service consistent with their agreement terms and conditions.
FOURTH AMENDMENT TO
AGREEMENT NO. 4810 BETWEEN
THE CITY OF EL SEGUNDO AND
ROBERT HALF INTERNATIONAL INC., DOING BUSINESS THROUGH ITS
DIVISIONS OFFICETEAM AND ACCOUNTEMS

THIS FOURTH AMENDMENT ("Amendment") is made and entered into this 2nd day of May 2017, by and between the CITY OF EL SEGUNDO, a general law city and municipal corporation existing under the laws of California ("CITY"), and ROBERT HALF INTERNATIONAL INC., a Delaware Corporation, doing business through its divisions OFFICETEAM and ACCOUNTEMS ("STAFFING FIRM").

1. Pursuant to Section 31 of Agreement No. 4810 ("Agreement"), Section 1 of the Agreement is amended to read as follows:

   "1. CONSIDERATION.

   A. As partial consideration, STAFFING FIRM agrees to perform the work listed in the SCOPE OF SERVICES, below;

   B. As additional consideration, STAFFING FIRM and CITY agree to abide by the terms and conditions contained in this Agreement;

   C. As additional consideration, CITY agrees to pay CONTRACTOR an additional One-Hundred Thousand Dollars ($100,000.00) for CONTRACTOR’s services not to exceed a total of Two Hundred-Fifty-Five Thousand Dollars ($255,000.00).” Unless otherwise specified by written amendment to this Agreement, CITY will pay this sum as specified in duly executed Task Order(s), on the basis of the hourly rates and cost reimbursement rates as specified in the Task Order.”

2. This Amendment may be executed in any number or counterparts, each of which will be an original, but all of which together constitutes one instrument executed on the same date.

3. Except as modified by this Amendment, all other terms and conditions of Agreement No. 4810 remain the same.

[SIGNATURES ON FOLLOWING PAGE]

1
IN WITNESS WHEREOF the parties hereto have executed this contract the day and year first hereinabove written.

CITY OF EL SEGUNDO

Greg Carpenter,
City Manager

ACCOUNTEMPS, a division of ROBERT HALF INTERNATIONAL, INC.

Brandi Britton
District President

Taxpayer ID No. 94-1648752

ATTEST:

Tracy Weaver,
City Clerk

APPROVED AS TO FORM:

By: Mark D. Hensley, City Attorney
AGENDA DESCRIPTION:

Consideration and possible action to authorize the City Manager to execute a contract amendment with The Phelps Group (dba Phelps) for expanded economic development and destination marketing services. (Fiscal Impact: $60,000 in Economic Development Division Advertising and Publishing budget expenditures)

RECOMMENDED COUNCIL ACTION:

1. Authorize the City Manager to execute a contract amendment with The Phelps Group (dba Phelps), in a form approved by the City Attorney, for expanded economic development and destination marketing services;
2. Alternatively, discuss and take other action related to this item.

ATTACHED SUPPORTING DOCUMENTS:

Scope of Work

STRATEGIC PLAN:

Goal: Champion Economic Development & Fiscal Sustainability

Objective: Implement a comprehensive economic development strategy to ensure the City encourages a vibrant business climate that is accessible, user-friendly and welcoming to all residents, businesses and visitors.

FISCAL IMPACT:

<table>
<thead>
<tr>
<th>Amount Budgeted:</th>
<th>$60,000</th>
</tr>
</thead>
<tbody>
<tr>
<td>Additional Appropriation:</td>
<td>N/A</td>
</tr>
<tr>
<td>Account Number(s):</td>
<td>001-400-2401-6201</td>
</tr>
</tbody>
</table>

PREPARED BY: Barbara Voss, Economic Development Manager
APPROVED BY: Greg Carpenter, City Manager

BACKGROUND & DISCUSSION:

At the February 7, 2017 City Council Meeting, City Council directed staff to identify a firm to provide interim economic development and hospitality/tourism marketing services. The budget for these interim marketing services was $25,000. Staff and the EDAC Chair interviewed four firms, reviewed proposals, and recommended the top two firms for a second interview with the City Manager and EDAC marketing committee. The second round of interviews took place on February 24th and the committee selected Phelps, a full-service marketing firm.

On March 13, 2017, the city entered into an agreement with Phelps to provide interim economic development and hospitality/tourism marketing services. The scope of work for that agreement was complete on May 1, 2017. Staff requests that the contract be amended to continue and expand these
services through July 31, 2017.

Staff requests City Council to formally authorize the City Manager to approve a contract amendment with The Phelps Group (dba Phelps) in a form approved by the City Attorney, for $60,000.00 for marketing services to include destination, tourism and economic development marketing. Staff will develop a scope of work and proposal to address longer term marketing needs, and will return to City Council with a comprehensive strategy and agreement in August, 2017. A complete scope of work is attached.
City of El Segundo

Statement of Work:
Brand Marketing Support

Version 3

April 27, 2017
The following Scope of Work (SOW) details services and deliverables, based on our understanding of the City of El Segundo’s requirements. This document is intended to align our work on your behalf and to provide a budget estimate for required efforts, in order to achieve defined objectives and deliverables.

**Situation Appraisal**

Phelps has outlined the following needs for marketing support in relation to commercial real estate, destination/tourism and centennial for the period of May 1, 2017 – July 31, 2017.

**I. Services**

Phelps believes marketing is an investment in your organization, to continue to build awareness and a consistent and meaningful message. In preparing the right package for you, we keep this in mind.

1. **Paid Search**
   - California-wide campaign supporting commercial real estate
   - Ongoing optimization of creative copy, budget allocation and targeting

2. **Creative**
   - Update eGuide for website
   - Update Bioscience one-sheet
   - Develop three issues of SOAR newsletter with new content (May, June, July)
   - Destination marketing positioning and preliminary online content strategy
   - New business goal/milestone theme, evolution of 2016 “100@100”

3. **Public and Media Relations:**
   - Outreach to journalists, media, bloggers and influencers
   - Liaison for media at pitched events, interviews, city visits, etc.
   - Preliminary FAM planning
   - Fact sheet updates (Notable Companies, Fun Facts, Do, Eat, Drink, Stay)
   - Refinement of media lists
   - Updating of city resource/influencer contact database
   - Stakeholder input sessions
   - Attendance at EDAC, City Council, State of the City, Bisnow and other relevant events as needed
   - Coordination of Yelp Elite event (tentatively July 2017)
4. **Social Media**

- Develop Facebook and LinkedIn content calendars and custom posts for the period
- Ad hoc posts at client’s request

5. **Website**

- Website hosting management 24/7
- Implement HTTPS secure site
- Preliminary updates to improve user experience and paid search optimization:
  - Improve navigation language
  - Increase prominence of form submission call to action
  - Post revised eGuide and increase promotion of same within site
  - Provide links to real time commercial real estate availability
  - Improve mobile friendly environment
  - Decrease site loading time

6. **Account Management, Strategic Consulting, Reporting:**

- Strategic consultation for Champions of Business 2017 event (September 2017), including nominee considerations and role defining, marketing plan, event production support
- Development of longer-term SOW supporting City and EDAC strategic goals, presentation of same at July 19, 2017 EDAC meeting and August 1, 2017 City Council meeting
- Account management of all activities pertaining to the above referenced services including meetings, recommendations, communications, correspondence, budget management, estimating and scope development for planned initiatives
- Metrics and reporting creation and analysis
- Ongoing strategic counsel for all marketing efforts
- Stewardship of the brand to ensure consistent and appropriate messaging, content and environment
- Collaboration on new ideas, concepts, brainstorming and big picture planning
- Access to all Phelps specialists for project consulting in the areas of brand strategy, research, creative and messaging, multi-cultural marketing, website design and development, content strategy, production (digital, broadcast, print), local activations, public, internal and media relations, influencer marketing and social media

**Reporting Deliverables:**

- City Manager’s Report (monthly)
- Public Relations Outreach and Coverage Report (monthly)
- Paid Search and Website Analytics Report (monthly)
Based on the outline to achieve the defined goals and perform the estimated services required, Phelps recommends the following:

**3 Months (May – July 2017) at $20,000 per month**

*This is a fee allocation estimate. It is flexible based on client requirements, timeline and deliverables. The amount of strategy sessions, revisions and timing required will also impact this allocation. Any changes to scope will incur a change order to this SOW.*

*Incidentals are not included. Incidentals may include materials, market data, shipping, delivery, travel, tax, photography, printing and other related expenses. Any incidental exceeding $500 will be estimated separately for approval.*

**II. Stewardship**

We ensure that with each initiative, we are mindful of our larger goal to build affinity, the desired response, and extend a proven model across your organization. Your Phelps team is comprised of seasoned professionals who understand your organization and are focused on fostering growth and success. Your team will be able to guide you through marketing decisions and advise on concepts, ideas and execution tactics. Our services focus on a successful and strategic process based on goals, objectives, defined marketing messages and priorities.

Other benefits:

- Access to the Brain Bangers’ Ball, a complimentary, dedicated strategy session in which the entire agency of 90+ minds focus on client business challenges and opportunities and provides feedback. We can also utilize this mechanism for concept testing and refinement.

- Feedback from The Wall — front and center in our agency is a wall where each team posts client work-in-progress and all agency associates provide input to help refine and introduce insights.
III. Client Participation

A key benefit of Phelps is the personal approach, responsiveness and commitment to excellence that we provide our clients. Our strong, talented team of marketing experts service our clients’ needs across all disciplines of an integrated marketing communications plan. To meet the project goals, we anticipate the following client participation:

- **Access**: express with your team the importance of working with us, encourage your associates to proactively provide resources, time, knowledge, ideas and vision
- **Availability**: marketing is deadline oriented, please set aside time to be available, provide approvals and decisions, as needed
- **Alerts**: keep us apprised of anything that may materially affect the success of the project
- **Brainstorming**: bring all your ideas to the table, they could translate into marketing concepts
- **Feedback**: always let us know immediately if there is something we can improve upon and we request your response to our client satisfaction surveys to allow us to continuously improve our processes and relationships on your behalf
- **Over communication**: provide us with plenty of information on your organization at all times, it will help us create a more attractive and stronger picture of your brand
- **Respect**: mutual consideration of confidential and other proprietary materials and approaches

IV. Phelps Team

Team Leader: Erin Culling  
VP, Public Relations: Kristen Bergevin  
Search Engine Marketing Strategist: David Alpern  
Marketing Data Analyst: Mackenzie Knapp  
VP, Technology: John Park  
Team Coordinator: Lizzie Boeck  
Social Media Coordinator: Maddie Glenn

erin@phelpsagency.com  
kristen@phelpsagency.com  
dalpern@phelpsagency.com  
mknapp@phelpsagency.com  
john@phelpsagency.com  
lboeck@phelpsagency.com  
mglenn@phelpsagency.com
V. Acceptance and Signatures

This Work Order is made and entered as of April 27, 2017 between The Phelps Group and the City of El Segundo.

This Scope of Work may be signed in counterparts, each of which shall be deemed an original.

The contents of this document are considered confidential in nature and protected under The Phelps Group as proprietary information. Any use of this material without consent or engagement is strictly prohibited.

The parties have caused this Scope of Work to be executed by their duly authorized representatives as identified below.

Accepted and Agreed:

<table>
<thead>
<tr>
<th>CITY OF EL SEGUNDO</th>
<th>THE PHELPS GROUP (DBA PHELPS)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authorizing</td>
<td>Authorizing</td>
</tr>
<tr>
<td>Name</td>
<td>Name</td>
</tr>
<tr>
<td>Title</td>
<td>Title</td>
</tr>
<tr>
<td>Date</td>
<td>Date</td>
</tr>
</tbody>
</table>
EL SEGUNDO CITY COUNCIL
AGENDA ITEM STATEMENT

MEETING DATE: May 2, 2017
AGENDA HEADING: New Business

AGENDA DESCRIPTION:
Receive and file a report regarding the release of a Request for Proposal (RFP) for a Full Cost Allocation and Comprehensive Fee Study “Cost of Service” Plan. (Fiscal Impact: unknown)

RECOMMENDED COUNCIL ACTION:
1. Receive and file information regarding the release of a RFP to conduct a full cost allocation and comprehensive fee study plan for the City of El Segundo.
2. Alternatively, discuss and take other action related to this item.

ATTACHED SUPPORTING DOCUMENTS:
N/A

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

STRATEGIC PLAN:
Goal: 5(b) Champion Economic Development and Fiscal Sustainability:
El Segundo approaches its work in a financially disciplined and responsible way
Objective: 2 The City will maintain a stable, efficient, and transparent financial environment

PREPARED BY: Joseph Lillio, Director of Finance
APPROVED BY: Greg Carpenter, City Manager

DISCUSSION:
Staff is preparing to issue a Request for Proposal for a cost allocation and comprehensive cost of service Plan.

A cost allocation plan will allow the City of El Segundo (the “City”) to fairly and completely allocate its administrative costs. This will allow the General fund to recover costs from Enterprise Funds, Grant Funds, and will also determine the overhead costs on the hourly rates of staff providing fee services. The purpose of this project is to ensure that the City has a basis of applying comprehensive overhead rates and is accurately accounting for the true cost of providing various services by each department through the development of a total cost allocation plan.

Also, a total cost allocation plan will properly identify overhead rates that can be used in the calculation of billable hourly rates for federal and state grants, user fees, and reimbursements from other governmental agencies.
The cost of service study identifies all costs, both direct and indirect, associated with providing a service. The full cost will be identified for each City service provided.

Below is a proposed timeline of the key dates for the project:

RFP released: April 27, 2017
Deadline for receiving questions: May 11, 2017
Proposals due by 5:00pm PST May 25, 2017
Finalists selected: June 1, 2017
Presentations/Interviews (if necessary): June 5-8, 2017
Staff’s recommendation to City Council/June 20, 2017
Contract approved by City Council:
Work Begins July/August 2017
Preliminary report to staff December 2017
Presentation to City Council February 2018
Completion of project March 2018
Public Hearing/Adoption of fees by City Council April/May 2018

There is not specific funding identified for this project. The cost of this study is expecting to range between $50,000 on the low end to $80,000 on the high end. The City-wide salary savings in the current fiscal year is expected to cover the cost of the selected vendor.
AGENDA DESCRIPTION:

Consideration and possible action to explore discussion of evaluating the current business license tax structure and recommendations for potential reform during the Fiscal Year 2017-18 Strategic Planning and Budgeting sessions. (Fiscal Impact: $0)

RECOMMENDED COUNCIL ACTION:

1. City Council discuss and consider possible action to explore reevaluating the current business license tax structure during the Fiscal Year 2017-18 Strategic Planning and Budgeting sessions.
2. Alternatively, discuss and take other action related to this item.

ATTACHED SUPPORTING DOCUMENTS:

None

STRATEGIC PLAN:

Goal: 5(b) Champion Economic Development and Fiscal Sustainability:

El Segundo approaches its work in a financially disciplined and responsible way

Objective: 2 The City will maintain a stable, efficient, and transparent financial environment

FISCAL IMPACT: $ (0)

Amount Budgeted: $0
Additional Appropriation: N/A

PREPARED BY: Joseph Lillio, Finance Director
APPROVED BY: Greg Carpenter, City Manager

BACKGROUND & DISCUSSION:

The City of El Segundo’s (the “City”) current business license tax structure is detailed in Title 4 of the El Segundo Municipal Code. Most of the current language in Title 4 was developed in the 1960s and 70s, with revisions taking place by Ordinance in 1988, 1996, and 2000.

The fee structure is specified in section 4-1-12 of the Municipal Code.

A. Basis For Fee: In all cases, the amount of business license fee to be paid under the provision of this Title, by any person, is based upon the number of persons employed, or upon the number of square feet of floor space, or upon square acre of space owned, leased, or rented, or upon the number of vehicles used, or upon the number of machines or other devices used for any
business, enterprise, game or activity, or upon the number of rooms or units in any building or structure.

Listed below in table 1 are some of the general business license fees only. These fees do not necessarily apply to all business types.

<table>
<thead>
<tr>
<th>Business Tax</th>
<th>First 10 employees and 5,000 sq. ft.</th>
<th>$103.00</th>
</tr>
</thead>
<tbody>
<tr>
<td>Employee</td>
<td>Per employee over 10</td>
<td>$127.55</td>
</tr>
<tr>
<td>Square Footage</td>
<td>Per square foot over 5,000</td>
<td>$0.25</td>
</tr>
<tr>
<td>Home Occupation</td>
<td>Flat fee</td>
<td>$24.55</td>
</tr>
<tr>
<td>Contractor – General</td>
<td>Engineering, Building, Electrical</td>
<td>$149.80</td>
</tr>
</tbody>
</table>

In addition to the tax structure, the City currently offers a sales and use tax credit to businesses to offset the cost of the business license. This credit was implemented as a business attraction tool. The current structure of this credit permits businesses to utilize this credit each year without a sunset date. Some businesses may be entitled to a sales tax credit if sales tax is collected and apportioned to the City of El Segundo. This credit is based solely on the 1% local sales and use tax allocated to the City and is calculated on the actual amount of sales and use tax received by the City that was generated by the business. This credit may offset up to 100% of the business license tax.

Table 2 below depicts a five years history of the annual sales tax credit the City has provided to businesses.

<table>
<thead>
<tr>
<th>Fiscal Year</th>
<th>Sales Tax Credit Claimed</th>
</tr>
</thead>
<tbody>
<tr>
<td>FY 11-12</td>
<td>$1,471,071.68</td>
</tr>
<tr>
<td>FY 12-13</td>
<td>1,526,306.03</td>
</tr>
<tr>
<td>FY 13-14</td>
<td>1,213,618.22</td>
</tr>
<tr>
<td>FY 14-15</td>
<td>1,370,038.66</td>
</tr>
<tr>
<td>FY 15-16</td>
<td>1,368,535.28</td>
</tr>
<tr>
<td>Five-Year Total</td>
<td>$6,949,569.87</td>
</tr>
</tbody>
</table>

It is recommended, during the FY 2017-18 strategic planning and budgeting sessions, that City Council and City staff discuss the current business license tax structure and potential reforms that would result in the business license tax being more effectively implemented with today’s changing business climate.
AGENDA DESCRIPTION:
Consideration and possible action to direct staff to investigate the need for a crosswalk at the intersection of Campus Drive and Campus Square West. (Fiscal Impact: None)

RECOMMENDED COUNCIL ACTION:
1. Direct staff to investigate the need for a crosswalk at the intersection of Campus Drive and Campus Square West;
2. Alternatively, discuss and take other possible action related to this item.

ATTACHED SUPPORTING DOCUMENTS:
None

FISCAL IMPACT: No

Amount Budgeted: $0
Additional Appropriation: N/A
Account Number(s): N/A

STRATEGIC PLAN:
Goal: 4 Develop Quality Infrastructure and Technology
Objective: 1 El Segundo’s Physical Infrastructure Supports an Appealing, Safe, and Effective City

ORIGINATED BY: Ken Berkman, Interim Director of Public Works
REVIEWED BY: Greg Carpenter, City Manager
APPROVED BY: Greg Carpenter, City Manager

BACKGROUND AND DISCUSSION:
Mayor Pro Tem Boyles has requested the City Council consider directing staff to investigate the need for a crosswalk at the intersection of Campus Drive and Campus Square West, which are private streets.

Should Council approve this action, the following steps will occur:

1. Public Works staff will review the existing conditions in the field and talk to other Departments to gather historical information and input.
2. If it is determined that there is a safety issue, Public Works will bring the item to the Traffic Safety Committee and conduct field reviews with ESPD/Traffic to determine if a crosswalk should be installed, and if not, other possible actions that should be taken, and discuss them with the owner of the streets.