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, AUGUST 7, 2018 – 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): -5- matters

1. Achambault v. City of El Segundo, WCAB Case Nos. 79049(39, 53 and 56)
2. James v. City of El Segundo, WCAB Case No. ADJ 10523289
3. Turnbull v. City of El Segundo WCAB and Cal PERS Matter
4. Gerten v. City of El Segundo, LASC Case No. BC6920208
5. Cooper v. City of El Segundo, LASC Case No. BC634197
6. Houston v. City of El Segundo, Los Angeles County Civil Service Commission

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): -2- matters

1. Public Employee Performance Evaluation
   Title: City Manager

2. Public Employee Performance Evaluation
   Title: City Attorney

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

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

CONFERENCE WITH CITY'S LABOR NEGOTIATOR (Gov't Code §54957.6): -8- matters

1. **Employee Organizations:** Police Management Association; Police Officers Association; Police Support Services Employees Association; Fire Fighters Association; Supervisory, Professional Employees Association; City Employee Association; and Executive and Management/Confidential Employees (unrepresented groups).

   Agency Designated Representative: Irma Moisa Rodriquez, City Manager, Greg Carpenter and Human Resources Director.
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, AUGUST 7, 2018 - 7:00 P.M.

7:00 P.M. SESSION

CALL TO ORDER

INVOCATION – Wes Harding, The Bridge Church

PLEDGE OF ALLEGIANCE – Council Member Dr. Don Brann
PRESENTATIONS

a) Introduction – New Crime Analyst, Tasha Horn

b) Presentation – Librarians Julie Todd and Kristina Kora-Beckman highlight upcoming community conversations in El Segundo informed by the philosophies and methods of the Harwood Lab.

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

1. Consideration and possible action related to potential change in policies and previously approved fees for City Aquatics facilities and programs, including hourly rental rates, user group selection process, financial assistance program, admission fee policy and the fee implementation timeline.
(Fiscal Impact: None)
Recommendation – 1) Review proposed options and provide direction; and/or, 2) Alternatively, discuss and take other action related to this item.
2. Consideration and possible action to receive a presentation regarding traffic and pedestrian safety for the 1100 and 1200 block of East Acacia and surrounding neighborhood during the annual holiday lights event, commonly known as Candy Cane Lane.
   (Fiscal Impact: Unknown)
   Recommendation – 1) Receive and file presentation; 2) Provide direction to staff regarding level of City involvement for future Candy Cane Lane events; and/or, 3) Alternatively, discuss and take other action related to this item.

3. Consideration and possible action to (1) receive an update regarding efforts to introduce shared mobility services in El Segundo; (2) provide direction to staff regarding the direction of the pilot program, including financial terms; and (3) introduce for first reading an ordinance amending the El Segundo Municipal Code (ESMC) to prohibit riding of motorized scooters, motorized bicycles, and similar forms of mobility on public sidewalks and to broaden the current prohibition of riding bicycles and skateboards to sidewalks throughout the City (not only in business districts, public parks or recreation areas).
   (Fiscal Impact: None)
   Recommendation – 1) Receive a status update on the City’s efforts to initiate a shared mobility pilot program; 2) Provide direction to staff regarding the direction of and whether to continue the proposed pilot program, including financial terms; 3) Introduce an Ordinance to amend Title 8 of the El Segundo Municipal Code to prohibit riding of motorized scooters on public sidewalks and to broaden the current prohibition of riding bicycles and skateboards to sidewalks throughout the City; 4) Schedule second reading and adoption of the Ordinance for August 21, 2018; Alternatively, discuss and take other possible action related to this item.

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.

4. Warrant Numbers 3021992 through 3022267 and 9000493 through 9000493 on Register No. 20 in the total amount of $1,749,182.64 and Wire Transfers from 07/19/18 through 07/29/18 in the total amount of $13,572,263.54.
   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.
5. Regular City Council Meeting Minutes of June 19, 2018 and Special City Council Minutes of June 25, 2018, Special City Council Meeting of July 17, 2018.

Recommendation – 1) Approval

6. **Zone Text Amendment to the Light Industrial Zone**
   Consideration and possible action to conduct second reading and adopt Ordinance regarding Environmental Assessment No. 1203, and Zone Text Amendment No. 18-02 to amend certain sections of the El Segundo Municipal Code pertaining to outdoor dining uses, allowed setback encroachments, and required parking for accessory uses in the Light Industrial (M-1) zone.
   **Address:** Light Industrial (M-1) Zone of El Segundo
   **(Fiscal Impact: None with this action)**

Recommendation – 1) Waive second reading and adopt Ordinance No. ___ for Environmental Assessment No. 1203 and Zone Text Amendment No. ZTA 18-02; or, 2) Alternatively, discuss and take other possible action related to this item.

7. Consideration and possible action to reduce the established facility rental fee for the El Segundo High School Cross Country Invitational Meet to be hosted at the Lakes at El Segundo Golf Course on September 8, 2018, from $1,750 in half to $875 due to the course and driving range closure occurring only for half-day and the agreement that concessions will be operated by The Lakes with revenue generated to offset the reduced facility rental fee.
   **(Fiscal Impact: $875)**

Recommendation – 1) Approve the reduced fee as requested by El Segundo High School Cross Country from $1,750 to $875 for usage of The Lakes facility on September 8, 2018 from 6:00am-1:30pm; and/or, 2) Alternatively, discuss and take other action related to this item.

8. Consideration and possible action to accept a plan, developed by a consultant, to address homelessness in the city.
   **(Fiscal Impact: TBD)**

Recommendation – 1) Approve the plan to address homeless related matters; 2) Alternatively, discuss and take other possible action related to this item.
9. Consideration and possible action to receive an informational report on the quarterly update for the City Council's Strategic Work Plan and the Key Performance Indicators (KPIs) for the third quarter of Fiscal Year (FY) 2017-18. (Fiscal Impact: none)

Recommendation – 1) Receive and file an informational status report on the Strategic Work Plan for FY 2017-18; 2) Receive and file an informational report on KPIs April through June; and/or 3) 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 Pimentel –

Council Member Nicol –

Council Member Brann –

Mayor Pro Tem Pirsztuk –

Mayor Boyles –
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: August 03, 2018

TIME: 4:15 PM

NAME: [Signature]
PRESENTATION

a) Introduction – New Crime Analyst, Tasha Horn
b) Presentation – Librarians Julie Todd and Kristina Kora-Beckman highlight upcoming community conversations in El Segundo informed by the philosophies and methods of the Harwood Lab.
EL SEGUNDO CITY COUNCIL
AGENDA ITEM STATEMENT

AGENDA DESCRIPTION:
Consideration and possible action related to policies and implementation of previously approved fees for City Aquatics facilities and programs, including hourly rental rates, user group selection process, financial assistance program, admission fee policy and the fee implementation timeline (Fiscal Impact: None)

RECOMMENDED COUNCIL ACTION:
(1) Review proposed options and provide direction; and/or,
(2) Alternatively, discuss and take other action related to this item,

ATTACHED SUPPORTING DOCUMENTS:
(1) Admission Fee Policy
(2) Draft RFP content and selection criteria

FISCAL IMPACT:
<table>
<thead>
<tr>
<th>Amount Budgeted:</th>
<th>N/A</th>
</tr>
</thead>
<tbody>
<tr>
<td>Additional Appropriation:</td>
<td>None</td>
</tr>
<tr>
<td>Account Number(s):</td>
<td>N/A</td>
</tr>
</tbody>
</table>

STRATEGIC PLAN:
<table>
<thead>
<tr>
<th>Goal:</th>
<th>5B</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: Meredith Petit, Director of Recreation and Parks
REVIEWED BY: Meredith Petit, Director of Recreation and Parks
APPROVED BY: Greg Carpenter, City Manager

BACKGROUND & DISCUSSION:

On June 5, 2018, the City Council unanimously approved new drop-in program and rental fees to be applied at the new El Segundo-Wiseburn Aquatics Center and The Plunge. As a result, some residents expressed displeasure asking for reconsideration of the approved fees. Additionally, as a follow up item, Department staff were tasked with creating alternative affordable pricing options and the possible creation of a Financial Assistance Policy. Staff was also asked to better define the proposed Spectator Fee Policy to provide clarity for both staff and residents regarding when the fee would be applied.

The Aquatics Subcommittee met on July 11th and discussed these and other fee-related items as it pertains to development and implementation. The results of the meeting are the following recommendations for adjustment:

Financial Assistance Policy
The Aquatics Subcommittee discussed the need to research and review the costs and benefits associated with the development and implementation of a program to financially assist individuals and families in their pursuit of recreation services based on financial need. Preliminary discussions have
included a program in which eligibility could be determined if the individual/family is currently receiving financial assistance through similar programs offered through utility companies, school districts, and/or the federal government. The subcommittee recommended that this item be reviewed by the Recreation and Parks Commission from a department-wide perspective rather than just specifically related to aquatics programs. The Recreation and Parks Commission had some preliminary discussion at their July 18th meeting and are generally supportive of the concept and will continue a more detailed discussion on August 15th.

Admission Fee Policy
At the June 5th Council meeting, this fee was first referred to as the Spectator Fee. Staff, with the support of the Aquatics Subcommittee, is recommending to change the name to Admission Fee to more appropriately describe its purpose. The approved fee is $1.00 per person and only be charged at large events multiple teams (3 or more) and events lasting longer than 6 hours or to individuals who enter the facility to specifically use the showers/restrooms but are not affiliated as a participant or spectator to a scheduled activity. Staff will be trained in the implementation of this fee and signage will be posted accordingly. Additionally, staff will monitor and track entry into the facility related specifically to restroom/shower usage and make recommendations for an adjustment to the fee and/or policy if these types of visits are prevalent or disruptive.

Drop-In Program Fee Adjustments for The Plunge
At the July 11th meeting of the Aquatics Subcommittee, the group discussed the feedback from residents after the fees were approved on June 5th. Specifically, most of the negative feedback was related to youth recreation swim during the summer at the Plunge and the fees posing a burden to access the activities that are critical to the health and well-being of many participants. After reviewing the projected revenue from the proposed drop-in fees being applied at the Plunge, estimated at $30,000 per year, the Aquatics Subcommittee is now recommending that the drop-in fees not be implemented at the Plunge for the foreseeable future. This means that El Segundo Residents with a Rec ID Card would be able to continue to utilize lap swim and rec swim programs for no additional cost. The approved non-resident rates and hourly lane rental rates would go into effect, however, coinciding with the opening of the new facility. The Recreation and Parks Commission reviewed this topic on July 18th and indicated their support for postponing the implementation of resident drop-in fees at The Plunge with the expectation that it will be revisited in the future.

User Group Selection Process / Hourly Rental Rates
The hourly rental rates for the new aquatics center were approved on June 5th as follows:

<table>
<thead>
<tr>
<th>Per Hour</th>
<th>Aquatics Center</th>
</tr>
</thead>
<tbody>
<tr>
<td>Short Course Lane</td>
<td>$25</td>
</tr>
<tr>
<td>Long Course Lane</td>
<td>$45</td>
</tr>
<tr>
<td>H2O Polo Course - 25-yard</td>
<td>TBD</td>
</tr>
<tr>
<td>H2O Polo Course - 25-meter</td>
<td>TBD</td>
</tr>
<tr>
<td>H2O Polo Course - full-swim</td>
<td>TBD</td>
</tr>
</tbody>
</table>

Since then, staff has met with about a dozen potential user groups to learn more about their programs and facility needs. In order to make the best selection of long-term user groups that benefits the City both programmatically and financially, criteria such as mission, vision, event hosting capabilities, coaching philosophy, size and versatility of the team, and financial capabilities will all be considered. The Aquatics Subcommittee has proposed the idea of selecting long term youth and adult swim and water polo clubs through a Request for Proposals process in which the bidder would propose a rental
fee for their proposed usage, not lower than the approved hourly rate, in order for the City to achieve maximum market value of the pool space during high-demand times. Should the City Council direct this action, staff would be required to notice a public hearing to take place at a subsequent City Council meeting and establish the guidelines with which to work within.
Aquatics Center Admission Fee Policy

Non-participating patrons desiring to enter the aquatics facility during large events such as tournaments involving multiple teams (3 or more) or events lasting longer than 6 hours will be charged a $1.00 Admissions Fee to enter the facility. This fee will also apply to individuals who would like to enter the facility solely to use the showers and/or the restrooms.
Proposed Evaluation Criteria for the Aquatics Center
Long-Term Rental Group Request for Proposals

1. **Cover Letter - 5%**
   The cover letter should give an overall description of the agency. This part of the process should be an introduction to the reader so that relevance can be established with respect to the need of the aquatics facility.

2. **Proposed Vision and Purpose - 20%**
   The organization should provide their mission, vision and values. We want to make sure that the organization is aligned closely with the City’s overall strategic plan to ensure that the selected group is a good fit for El Segundo. This part of the process should also include the reason or focus of their organization. For example, is the focus to create athletes, get more young people into college or recreational.

3. **Description of Experience - 10%**
   The group should provide an informative timeline of their experience. This is a good opportunity to mention successes, milestones and length of time the group has been in existence.

4. **Staffing Plan - 10%**
   This section should list all coaches, each individual coach’s level of experience, any certifications and an organizational chart (if applicable).

5. **Rental Needs and Offer - 50%**
   This section should be very specific about days, times and number of lanes the group would like to request. In addition, also state how much the organization is offering to pay for their request.

6. **References - 5%**
   Please list at least four references. Preferably, the references should be maximum two participating families along with two other organizations that the group has rented from to provide the same service.
EL SEGUNDO CITY COUNCIL

AGENDA STATEMENT

MEETING DATE: August 07, 2018

AGENDA HEADING: Unfinished Business

AGENDA DESCRIPTION:

Consideration and possible action to receive a presentation regarding traffic and pedestrian safety for the 1100 and 1200 block of East Acacia and surrounding neighborhood during the annual holiday lights event, commonly known as Candy Cane Lane. (Fiscal Impact: Unknown)

RECOMMENDED COUNCIL ACTION:

1. Receive and file presentation;
2. Provide direction to staff regarding level of City involvement for future Candy Cane Lane events;
3. Alternatively, discuss and take other action related to this item.

ATTACHED SUPPORTING DOCUMENTS: None

FISCAL IMPACT: Unknown

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

STRATEGIC PLAN:

Goal: 4(a) El Segundo’s infrastructure supports an appealing, safe, and effective City

Objective: 1 The City optimizes its physical resources

ORIGINATED BY: Bill Whalen, Chief of Police

APPROVED BY: Greg Carpenter, City Manager

BACKGROUND AND DISCUSSION:

Each year during the holiday season, the 1200 block of East Acacia Avenue engages in a neighborhood event involving a large display of holiday lighting. This event reportedly dates back to the late 1940’s. The residents who live on this street collectively apply for a special events permit, which allows for a temporary road closure (partial closure) during the impacted hours of 6:00 PM to 10:00 PM., nightly. During these hours, residents place wooden barricades in the street to prevent vehicular travel. They are partially removed each evening to allow for residential vehicular travel during non-impacted times. These barricades are provided by the City of El Segundo. Additionally, on the opening evening of the event, there is an expanded closure of the entire 1100 block of East Acacia Avenue to facilitate the delivery of Santa Claus on an El Segundo Fire Department Truck, which initiates the event. Pursuant to previous City Council action, the costs for this special event are waived.
During the 2017 Christmas season, the road closures were expanded on select days to include the 1100 block of East Acacia Avenue (full closure). This was done in response to complaints from residents about traffic safety issues. During the full closure days, vehicles were prevented from travelling northbound on California from Walnut and eastbound Acacia from Center. Exceptions to the closure were made for residents (or those visiting residents) on either the 1100 or 1200 block of East Acacia. During full closure evenings, there were in excess of 10 requests each night to gain vehicular access to a residence on the 1100 block.

Staff assessed the community impact during times of full and partial closures and found no discernable difference. It's important to note there is no way to isolate the variables for this analysis. Most notably, we could not compare days with the equivalent number of visitors as typically attendance builds as the season progresses. There were four days when a full closure of Acacia was in effect, resulting in a total of six calls for service. There were 12 days of a partial closure, resulting in a total of nine calls for service. Staff observations noted traffic congestion in the areas surrounding East Acacia was significant regardless of type of closure. Illegal parking issues (primarily blocking driveways) also remained constant regardless of the type of closure. Residents also complained to staff about incidents of trespassing, littering, and requests for the use of private bathrooms. An overarching concern expressed by residents when they made the request for a full closure at 1100 East Acacia was the potential for an automobile versus pedestrian traffic collision. There were was one non-injury (vehicle vs. parked vehicle) traffic collision reported during this Candy Cane Lane season on a day with a partial closure.

In an effort to foster community collaboration, a community input meeting was held in the El Segundo City Council Chambers on May 31, 2018. There were several potential solutions discussed (limit hours, go dark, remove Santa, have City operate as Special Event, provide restrooms and trash cans); however, no idea had clear consensus from those in attendance.

Staff recognizes the holiday lighting of 1200 East Acacia Avenue is a long standing tradition in the El Segundo community. What started out as a small, local get-together has grown exponentially over the years, largely due to the advent of social media. This has resulted in several challenges related to traffic congestion, parking scarcity, and pedestrian safety. The more City resources are expended and additional services provided, the more this becomes a de facto Special Event being sponsored by the City.

RECOMMENDATION(S):

There are a wide range of options Council can consider. Some of these will be presented below:

Option #1 – Do Nothing

The City has no legal obligation to provide road closures/traffic control and in fact incurs liability when we do. In other Cities with large Christmas light displays, such as the City of Torrance, there is no involvement by the Police Department and pedestrians/motorists are expected to follow the rules of the road. This option is not recommended by Staff. The public will expect the Police Department to be present and assisting with traffic control. There will likely be calls for service created requesting officers to respond for the myriad of issues that will be present. This will require
the Police Department to respond reactively as opposed to proactively. Responding reactively will deplete patrol resources as adequate staffing will not have been arranged ahead of time.

Option #2 – Partial Closure Only

As discussed at the beginning of this report; historically, only the 1200 block of East Acacia had restrictions on vehicular travel (with the exception of the opening night). The residents put up and took down City provided barricades each evening and there was a minimal presence of City staff. This option is not recommended due to the size the event has grown to. If vehicles are allowed to travel eastbound on Acacia from Center Street, there is significant congestion at the intersection of Acacia/California as this is a primary crossing point for pedestrians entering the 1200 block. On the evenings the 1100 block was open during the 2017 season, there was a significant vehicle back up on the 1100 block west of California due to this.

Option #3 – Full Closure

A full closure would prohibit vehicular travel eastbound on Acacia from Center and northbound California from Walnut. This option could include a full closure each day of the week or only on weekends. Staff recommends this option and that there be a full closure each evening from the beginning of the event through Christmas. Additionally, staff would recommend restricting parking and prohibiting vehicular travel during the designated closure hours. As mentioned, there were several times during the full closure when residents wanted (and were granted) access to the street. Because of the full closure, there is an expectation by pedestrians that vehicles will not be present. By allowing vehicles on the roadway, a safety issue is created. Additionally, with the parked cars allowed to remain on the street visibility is limited. The dynamics of the roadway, with the crest of the hill, also serves to further limit visibility. Council could consider this option with or without requiring restrictions on vehicular access and parking.

Option #4 – Operate as Special Event

This option can be used in connection with any of the above options. By operating as a Special Event, the City could provide trash service, restrooms, further restrict traffic flow, contract for offsite parking and provide shuttle service, etc. Staff does not recommend this option due to the cost, time, and employee involvement required.
AGENDA DESCRIPTION:
Consideration and possible action to (1) receive an update regarding efforts to introduce shared mobility services in El Segundo; (2) provide direction to staff regarding the direction of the pilot program, including financial terms; and (3) introduce for first reading an ordinance amending the El Segundo Municipal Code (ESMC) to prohibit riding of motorized scooters, motorized bicycles, and similar forms of mobility on public sidewalks and to broaden the current prohibition of riding bicycles and skateboards to sidewalks throughout the City (not only in business districts, public parks or recreation areas). (Fiscal Impact: None)

RECOMMENDED COUNCIL ACTION:
1. Receive a status update on the City’s efforts to initiate a shared mobility pilot program;
2. Provide direction to staff regarding the direction of and whether to continue the proposed pilot program, including financial terms;
3. Introduce an Ordinance to amend Title 8 of the El Segundo Municipal Code to prohibit riding of motorized scooters on public sidewalks and to broaden the current prohibition of riding bicycles and skateboards to sidewalks throughout the City;
4. Schedule second reading and adoption of the Ordinance for August 21, 2018; Alternatively, discuss and take other possible action related to this item.

ATTACHED SUPPORTING DOCUMENTS:
1. Proposed Ordinance No. ____

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

STRATEGIC PLAN:
Goal: El Segundo is a safe and prepared city.
Objective: The City has a proactive approach to risk and crime.

ORIGINATED BY: Paul Samaras, Principal Planner
REVIEWED BY: Gregg McClain, Planning Manager
Sam Lee, Planning & Building Safety Director
APPROVED BY: Greg Carpenter, City Manager

BACKGROUND AND DISCUSSION
On July 17, 2018, the City Council directed staff to work on developing a pilot program to allow Bird Company, a shared motorized scooter service, and other similar companies to operate within City limits. The City Council direction included the following components:
1. Issuance of a 30-day encroachment permit and/or agreement that can be renewed for 30-day periods after an evaluation by staff. Staff is actually working on a six month agreement that can be terminated on 30-days’ notice to avoid issuing multiple agreements and/or permits.

2. Provision of adequate Insurance levels and indemnification language to shield the City from potential liability.

3. Assessment of an adequate level of fees to ensure the City recovers its costs for initiating and administering the pilot program.

4. Establishing operational rules, such as parking, safety, education and enforcement, data sharing, etc. Operational rules will ensure that the potential negative impacts from the operation of these companies is minimized.

5. Setting limits on the maximum size of the vehicle fleets of individual companies. Along with the other operational rules, setting maximum limits on the fleets sizes will limit some of the common impacts associated scooter sharing services.

Staff update

1. With regard to the issuance of an encroachment permit, staff plans to enter into agreements with individual companies and those agreements will require companies to obtain an encroachment permit. Staff has opted for the agreement mechanism, because the current encroachment permit process does not provide for the ability to place some of the conditions of operation (for example, number of scooters and operational issues) on the scooters and its fee calculation does not mesh with the operation of this type of use. The encroachment permit process could potentially be amended in the future to replace the need for an agreement. In the meantime, Staff is finalizing an agreement document and will be in a position to enter into an agreement with these companies in the next 1-2 weeks.

2. With regard to the insurance levels and indemnification language, Staff researched and determined the appropriate insurance levels based on the potential liability associated with scooter sharing operations. Staff has shared the required levels with interested companies and is waiting for those companies to accept the City’s requirements and furnish appropriate insurance coverage.

Importantly, the insurance covers the actions and activities of scooter companies but potentially does not protect against liabilities arising from the condition of the City's property. The City has insufficient data to determine whether its streets are constructed to properly accommodate these types of standup motorized scooters (i.e., devices with two small wheels with handlebars that operate at a relatively fast speed on pavement that has different levels of imperfections).

3. With regard to the fees, staff will require participating companies to pay a flat $135 encroachment permit fee along with a fee of $1 per vehicle per day for this initial pilot program. Staff will ensure that this fee is paid retroactively starting from the first day the
company initiated operations in the City without obtaining a permit. It should be noted that these are the initial fees, just for this initial pilot project period. If this program is successful, staff will follow up with a long-term program for the Council’s consideration, which will incorporate detailed cost estimates for the program’s administration.

4. Staff has drafted operational rules that will regulate the operations of these scooter sharing companies during the initial pilot program. The draft rules address the issues of proper parking; parking location; fleet size; education and enforcement; safety; operations and maintenance; data sharing; and service area limits; and insurance and indemnification requirements. Staff has shared these draft rules with these companies and is waiting for their response and/or input. Staff anticipates that the rules will be finalized within the next week, in order to be incorporated into an agreement with the companies participating in the pilot program.

5. With regard to fleet sizes, staff will discuss the appropriate fleet sizes with participating companies and will set fleet size limits at the time the initial agreement is signed and the encroachment permit is issued. Each month the fleet sizes will be evaluated, based on the usage rates and other factors, and will be adjusted as necessary and appropriate. If staff approves an increase or requires a decrease in the fleet size of an individual company, the company’s obligation to pay fees will be in direct proportion to the number of vehicles in its fleet.

6. The City Attorney’s Office is seeking information regarding liability claims received by other cities. It is expected that this will take a number of weeks.

**The proposed Ordinance**

In addition to the proposed pilot program, staff has prepared a draft ordinance for the City Council’s consideration and possible introduction. The current ESMC prohibits the riding of skateboards, bicycles or other vehicles in any City business district, public park or recreation area. Although motorized scooters constitute “vehicles” and would fall within the current prohibition, it is staff’s understanding that some of the motorized scooter companies have proposed legislation that would redefine motorized vehicles to no longer be considered vehicles under state law. Accordingly, staff thought it prudent to amend the Code to expressly prohibit such devices from being operated on City sidewalks. In addition, the ordinance would broaden the scope of the current prohibition of riding such forms of mobility to all City sidewalks (and not only those in business districts, public parks or recreation areas).

If the City Council introduces the ordinance, the ordinance can be scheduled for second reading and adoption of the Ordinance for August 21, 2018

**Continuation of Preparation of an Interim Testing Period**

Staff is aware that the Council has been sent a number of emails complaining about the use of the scooters and the conduct of the companies’ that are leaving the scooters in the City.
If the Council desires at this time to disallow the scooters on a permanent or temporary basis, Council can so direct staff at the Council Meeting.

Conclusion

Staff believes that the City can enter into an agreement with each company able to meet the City’s pilot program requirements in as little as 1-2 weeks. It is important to note that this is intended as a testing period, whereby staff will evaluate the performance of individual companies and the effectiveness of the proposed pilot program rules. As staff identifies issues that need correction or improvement, it will make the necessary changes to the program rules and its enforcement approach to help ensure that the pilot program is successful.
ORDINANCE NO.

AN ORDINANCE AMENDING SECTION 8-4-24 OF THE EL SEGUNDO MUNICIPAL CODE TO EXPRESSLY PROHIBIT MOTORIZED SCOOTERS, MOTORIZED BICYCLES AND OTHER SIMILAR FORMS OF MOBILITY FROM RIDING ON SIDEWALKS.

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

SECTION 1: The City Council finds and declares as follows:

A. In recent weeks, the City of El Segundo’s public rights-of-way, including its sidewalks, have experienced an increase in shared mobility devices, including motorized scooters and bicycles;

B. The El Segundo Municipal Code currently prohibits riding vehicles on sidewalks generally (§ 8-4-12) and also specifically prohibits certain forms of mobility on sidewalks, such as skateboards and bicycles, which is punishable as an infraction (§§ 8-4-24, 1-2-4);

C. State law allows the City to adopt an ordinance to restrict the use of bicycles, motorized bicycles, skateboards, motorized boards and roller skates on property under the agency’s control;

D. State law also allows the City to regulate the parking and operation of motorized scooters on pedestrian or bicycle facilities and local streets and highways, so long as it is not in conflict with state law (Veh. Code § 21225);

E. In response to the increase in the use of such forms of mobility, the City Council desires to amend the El Segundo Municipal Code to expressly prohibit the riding of such devices on City sidewalks.

SECTION 2: ESMC § 8-4-24 is amended to read as follows:

"8-4-24: COASTERS, SKATEBOARDS, SCOOTERS AND OTHER SIMILAR FORMS OF MOBILITY:

A. Use Restricted: No person shall coast or propel himself down, along, upon or over any sidewalk in or on any skateboard, rollerblades, in-line skates, wagon, cart, hand wagon, coaster, bicycle, motorized bicycle, motorized scooter, motorized boards or other vehicle in any business district, public park or recreation area.
B. Exception: Skateboarding and freestyle bicycling shall only be permitted in areas designated by the city."

SECTION 3: The City Council determines that this Ordinance is exempt from review under the California Environmental Quality Act (Cal. Pub. Res. Code §§ 21000, et seq.; “CEQA”) and CEQA regulations (Cal. Code Regs. tit. 14, §§ 15000, et seq.) because the adoption of this ordinance does not have the potential to cause significant effects on the environment.

SECTION 4: If any part of this Ordinance or its application is deemed invalid by a court of competent jurisdiction, the City Council intends that such invalidity will not affect the effectiveness of the remaining provisions or applications and, to this end, the provisions of this Ordinance are severable.

SECTION 5: The City Clerk is directed to certify the passage and adoption of this Ordinance; cause it to be entered into the City of El Segundo’s book of original ordinances; make a note of the passage and adoption in the records of this meeting; and, within fifteen (15) days after the passage and adoption of this Ordinance, cause it to be published or posted in accordance with California law.

SECTION 6: This Ordinance will become effective thirty days following its passage and adoption.

PASSED AND ADOPTED this ___ day of __________, 2018.

________________________________________
Drew Boyles, Mayor

ATTEST:

______________________________
Tracy Weaver, City Clerk

APPROVED AS TO FORM:

______________________________
Mark D. Hensley, City Attorney
<table>
<thead>
<tr>
<th>Code</th>
<th>Account Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>104</td>
<td>TRAFFIC SAFETY FUND</td>
<td>-</td>
</tr>
<tr>
<td>106</td>
<td>STATE OAS TAX FUND</td>
<td>$189,70</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>75,834,96</td>
</tr>
<tr>
<td>111</td>
<td>COMM. DEVEL. BLOCK GRANT</td>
<td>-</td>
</tr>
<tr>
<td>112</td>
<td>PROP &quot;A&quot; TRANSPORTATION</td>
<td>877,09</td>
</tr>
<tr>
<td>114</td>
<td>PROP &quot;C&quot; TRANSPORTATION</td>
<td>-</td>
</tr>
<tr>
<td>115</td>
<td>AIR QUALITY INVESTMENT PROGRAM</td>
<td>-</td>
</tr>
<tr>
<td>116</td>
<td>HOME SOUND INSTALLATION FUND</td>
<td>265,65</td>
</tr>
<tr>
<td>117</td>
<td>HYPORION MITIGATION FUND</td>
<td>972,63</td>
</tr>
<tr>
<td>118</td>
<td>TOA ARTICLE 3 - 68 821 BIKeway FUND</td>
<td>672,00</td>
</tr>
<tr>
<td>119</td>
<td>MTA GRANT</td>
<td>-</td>
</tr>
<tr>
<td>121</td>
<td>FEMA</td>
<td>-</td>
</tr>
<tr>
<td>120</td>
<td>C.O.P.S. FUND</td>
<td>203,000.00</td>
</tr>
<tr>
<td>122</td>
<td>L.A.W.A. FUND</td>
<td>-</td>
</tr>
<tr>
<td>123</td>
<td>PBAF PROPERTY TAX PUBLIC SAFETY</td>
<td>-</td>
</tr>
<tr>
<td>202</td>
<td>ASSESSMENT DISTRICT #03</td>
<td>-</td>
</tr>
<tr>
<td>301</td>
<td>CAPITAL IMPROVEMENT FUND</td>
<td>9,972.87</td>
</tr>
<tr>
<td>302</td>
<td>INFRASTRUCTURE REPLACEMENT FUND</td>
<td>-</td>
</tr>
<tr>
<td>405</td>
<td>FACILITIES MAINTENANCE</td>
<td>-</td>
</tr>
<tr>
<td>501</td>
<td>WATER UTILITY FUND</td>
<td>85,667.57</td>
</tr>
<tr>
<td>502</td>
<td>WASTEWATER FUND</td>
<td>333,261.08</td>
</tr>
<tr>
<td>503</td>
<td>COLF COURSE FUND</td>
<td>-</td>
</tr>
<tr>
<td>501</td>
<td>EQUIPMENT REPLACEMENT</td>
<td>100,000.00</td>
</tr>
<tr>
<td>602</td>
<td>LIABILITY INSURANCE</td>
<td>15,659.79</td>
</tr>
<tr>
<td>603</td>
<td>WORKERS COMP. RESERVE INSURANCE</td>
<td>7,752.70</td>
</tr>
<tr>
<td>701</td>
<td>RETIRED EMP. INSURANCE</td>
<td>-</td>
</tr>
<tr>
<td>702</td>
<td>EXPENDABLE TRUST FUND - DEVELOPTIEN FES</td>
<td>5,614.97</td>
</tr>
<tr>
<td>703</td>
<td>EXPENDABLE TRUST FUND - OTHER</td>
<td>33,050.02</td>
</tr>
<tr>
<td>708</td>
<td>OUTSIDE SERVICES TRUST</td>
<td>18,407.64</td>
</tr>
</tbody>
</table>

**TOTAL WARRANTS**

$1,749,182.64

---

**STATE OF CALIFORNIA**

**COUNTY OF LOS ANGELES**

Information on actual expenditures is available in the Director of Financial office in the City of El Segundo.

I certify 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/urgence 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 contractual agreements, instances where prompt payment discounts can be obtained or late payment penalties can be avoided or when a situation arises that the City Manager approves.

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

**FINANCE DIRECTOR**

**CITY MANAGER**

**DATE:** 7-30-18
## CITY OF EL SEGUNDO
### PAYMENTS BY WIRE TRANSFER
#### 7/9/18 THROUGH 7/29/18

<table>
<thead>
<tr>
<th>Date</th>
<th>Payer</th>
<th>Amount</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>7/10/18</td>
<td>Cal Pers</td>
<td>466,394.46</td>
<td>EFT Health Insurance Payment</td>
</tr>
<tr>
<td>7/10/18</td>
<td>West Basin</td>
<td>2,004,600.21</td>
<td>H2O payment</td>
</tr>
<tr>
<td>7/10/18</td>
<td>Cal Pers</td>
<td>3,126,647.00</td>
<td>FY2018-2019 Unfunded Acc'd Liab-Police 1st Tier</td>
</tr>
<tr>
<td>7/10/18</td>
<td>Cal Pers</td>
<td>4,827.00</td>
<td>FY2018-2019 Unfunded Acc'd Liab-Police 2nd Tier</td>
</tr>
<tr>
<td>7/10/18</td>
<td>Cal Pers</td>
<td>832.00</td>
<td>FY2018-2019 Unfunded Acc'd Liab-Police PEPRA</td>
</tr>
<tr>
<td>7/10/18</td>
<td>Cal Pers</td>
<td>1,236.00</td>
<td>FY2018-2019 Unfunded Acc'd Liab-Fire PEPRA</td>
</tr>
<tr>
<td>7/10/18</td>
<td>Cal Pers</td>
<td>2,831,551.00</td>
<td>FY2018-2019 Unfunded Acc'd Liab-Fire Classic</td>
</tr>
<tr>
<td>7/10/18</td>
<td>Cal Pers</td>
<td>2,253,577.00</td>
<td>FY2018-2019 Unfunded Acc'd Liab-Misc Classic</td>
</tr>
<tr>
<td>7/13/18</td>
<td>Health Comp</td>
<td>1,085.07</td>
<td>Weekly claims</td>
</tr>
<tr>
<td>7/13/18</td>
<td>Manufacturers &amp; Traders</td>
<td>25,727.20</td>
<td>457 payment Vantagepoint</td>
</tr>
<tr>
<td>7/13/18</td>
<td>Manufacturers &amp; Traders</td>
<td>500.00</td>
<td>IRA payment Vantagepoint</td>
</tr>
<tr>
<td>7/13/18</td>
<td>Nationwide NRS EFT</td>
<td>32,588.38</td>
<td>EFT 457 payment</td>
</tr>
<tr>
<td>7/16/18</td>
<td>State of CA EFT</td>
<td>1,552.67</td>
<td>EFT Child support payment</td>
</tr>
<tr>
<td>7/16/18</td>
<td>Cal Pers</td>
<td>4,306.91</td>
<td>EFT Retirement Safety-Fire-PEPRA New 25020</td>
</tr>
<tr>
<td>7/16/18</td>
<td>Cal Pers</td>
<td>7,181.25</td>
<td>EFT Retirement Safety-Police-PEPRA New 25021</td>
</tr>
<tr>
<td>7/16/18</td>
<td>Cal Pers</td>
<td>24,297.28</td>
<td>EFT Retirement Misc - PEPRA New 26013</td>
</tr>
<tr>
<td>7/16/18</td>
<td>Cal Pers</td>
<td>48,962.94</td>
<td>EFT Retirement Misc - Classic 27</td>
</tr>
<tr>
<td>7/16/18</td>
<td>Cal Pers</td>
<td>68,524.75</td>
<td>EFT Retirement Safety Police Classic - 1st Tier 28</td>
</tr>
<tr>
<td>7/16/18</td>
<td>Cal Pers</td>
<td>53,633.70</td>
<td>EFT Retirement Safety Fire-Classic 30168</td>
</tr>
<tr>
<td>7/16/18</td>
<td>Cal Pers</td>
<td>4,044.38</td>
<td>EFT Retirement Sity Police Classic-2nd Tier 30169</td>
</tr>
<tr>
<td>7/16/18</td>
<td>Cal Pers</td>
<td>6,063.20</td>
<td>1959 Survivor Billing Employer Contributions</td>
</tr>
<tr>
<td>7/16/18</td>
<td>IRS</td>
<td>244,674.51</td>
<td>Federal 941 Deposit</td>
</tr>
<tr>
<td>7/18/18</td>
<td>Employment Development</td>
<td>54,218.21</td>
<td>State P/Withholding</td>
</tr>
<tr>
<td>7/18/18</td>
<td>Employment Development</td>
<td>4,166.24</td>
<td>State SDI payment</td>
</tr>
<tr>
<td>7/19/18</td>
<td>Cal Pers</td>
<td>200.00</td>
<td>Admin Fee - Late Payroll Reporting</td>
</tr>
<tr>
<td>7/19/18</td>
<td>Cal Pers</td>
<td>200.00</td>
<td>Admin Fee - Late Payroll Reporting</td>
</tr>
<tr>
<td>7/19/18</td>
<td>Cal Pers</td>
<td>200.00</td>
<td>Admin Fee - Late Payroll Reporting</td>
</tr>
<tr>
<td>7/19/18</td>
<td>Cal Pers</td>
<td>200.00</td>
<td>Admin Fee - Late Payroll Reporting</td>
</tr>
<tr>
<td>7/19/18</td>
<td>Nationwide NRS EFT</td>
<td>500.00</td>
<td>EFT 457 payment</td>
</tr>
<tr>
<td>7/20/18</td>
<td>Health Comp</td>
<td>351.55</td>
<td>Weekly claims</td>
</tr>
<tr>
<td>7/20/18</td>
<td>Joint Council of Teamsters</td>
<td>4,605.00</td>
<td>Vision Insurance payment 8/2016</td>
</tr>
<tr>
<td>7/20/18</td>
<td>ICMA</td>
<td>1,888,859.00</td>
<td>Annual Insurance Premium payment</td>
</tr>
<tr>
<td>7/20/18</td>
<td>ICMA</td>
<td>170,332.83</td>
<td>Annual Assessment payment</td>
</tr>
<tr>
<td>7/27/18</td>
<td>Manufacturers &amp; Traders</td>
<td>25,112.96</td>
<td>457 payment Vantagepoint</td>
</tr>
<tr>
<td>7/27/18</td>
<td>Manufacturers &amp; Traders</td>
<td>500.00</td>
<td>ROTH IRA payment Vantagepoint</td>
</tr>
<tr>
<td>7/27/18</td>
<td>Nationwide NRS EFT</td>
<td>32,430.69</td>
<td>EFT 457 payment</td>
</tr>
<tr>
<td>7/19/18</td>
<td>Lane Donovan Golf P'r</td>
<td>22,239.91</td>
<td>Payroll Transfer</td>
</tr>
<tr>
<td>7/2/18-7/8/18</td>
<td>Workers Comp Activity</td>
<td>0.00</td>
<td>SCRMA checks issued</td>
</tr>
<tr>
<td>7/9/18-7/15/18</td>
<td>Workers Comp Activity</td>
<td>6,342.02</td>
<td>SCRMA checks issued</td>
</tr>
<tr>
<td>7/16/18-7/22/18</td>
<td>Workers Comp Activity</td>
<td>0.00</td>
<td>SCRMA checks issued</td>
</tr>
<tr>
<td>7/2/18-7/8/18</td>
<td>Liability Trust - Claims</td>
<td>0.00</td>
<td>Claim checks issued</td>
</tr>
<tr>
<td>7/9/18-7/15/18</td>
<td>Liability Trust - Claims</td>
<td>0.00</td>
<td>Claim checks issued</td>
</tr>
<tr>
<td>7/16/18-7/22/18</td>
<td>Liability Trust - Claims</td>
<td>0.00</td>
<td>Claim checks issued</td>
</tr>
<tr>
<td>7/2/18-7/8/18</td>
<td>Retiree Health Insurance</td>
<td>18,000.72</td>
<td>Health Reimbursement checks issued</td>
</tr>
<tr>
<td>7/9/18-7/15/18</td>
<td>Retiree Health Insurance</td>
<td>148.50</td>
<td>Health Reimbursement checks issued</td>
</tr>
<tr>
<td>7/16/18-7/22/18</td>
<td>Retiree Health Insurance</td>
<td>0.00</td>
<td>Health Reimbursement checks issued</td>
</tr>
</tbody>
</table>

---

**DATE OF RATIFICATION: 7/27/18**

**TOTAL PAYMENTS BY WIRE:** 13,572,263.54

Certified as to the accuracy of the wire transfers by:

Deputy City Treasurer

Director of Finance

City Manager

Information on actual expenditures is available in the City Treasurer's Office of the City of El Segundo.

P:\City Treasurer\Wire Transfers\Wire Transfers 10-01-17 to 9-30-18

7/27/2018 1/1

27
MEETING OF THE EL SEGUNDO CITY COUNCIL  
TUESDAY, JUNE 19, 2018 – 4:00 PM

4:00 P.M. SESSION

CALL TO ORDER – Mayor Boyles at 4pm

ROLL CALL

Mayor Boyles Present
Mayor Pro Tem Pirsztuk Present
Council Member Brann Present
Council Member Pimentel Present
Council Member Nicol Present

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

SPECIAL ORDER OF BUSINESS:

1. Consideration and possible action to (1) receive and file a report from Public Works on the City’s Solid Waste Program and Waste Collection Services, and (2) provide staff direction on negotiations of a contract extension with Republic Services and future solid waste collection services. 
   (Fiscal Impact: TBD)

City Manager, Greg Carpenter introduced the item.

Public Works Director, Ken Berkman spoke to the item, presentation, defined resident is one or two unit structure, current contract with Republic allows for four unit structure, contract expiring October 2018.

SCS Consultant, Michelle Leonard, spoke to the Legislation and compliance requirements.

Public Works Director, Ken Berkman spoke to CalRecycle compliance.

SCS Consultant, Michelle Leonard spoke to the Organic Disposal Waste requirements.

Public Works Director, Ken Berkman spoke to survey distributed to residents November 2017, sent to 3161 property owners, returned mail netted 3077, received 43% (1300) responses, five questions were asked. Republic agreement offered two year extension, manual service, year 1, $16.95/unit, year 2, $19.55/unit, also offered 1 year extension, manual service $19.55/unit.
SCS Consultant, Michelle Leonard spoke to the options moving forward, stay with existing manual service, or automated collection, cities surveyed for automated collection average paying $29 per month

Public Works Director, Ken Berkman indicated staff would like to discuss with Council; future options, what do we do in the near term, what do we do in the long term, consider extended current contract for two year, negotiate long term agreement with Republic including automated system, prepare request for proposals for new agreement, seek automated and/or manual, publish five year notice of intend to franchise commercial haulers

Council Discussion: Dr Brann asked City Attorney if trash services have to go out to bid, City Attorney, Mark Hensley responded no it does not, further discussion by Dr. Brann continued on to discuss prior Prop 218 conducted in 2010 at $10 per resident failed.

Council Member Pimentel asked City Attorney if we can do a combination of resident pay a portion and city subsidize the rest, City Attorney, Mark Hensley stated a Prop 218 would be required, Council Member asked staff if we were to go to franchising commercial, would that be perceived as good intent to try and become compliant? Public Works Director, Ken Berkman responded yes would give the City a better ability to audit trash collection compliance requirements.

City Attorney, Mark Hensley, stated if City attempts to franchise the haulers for the commercial haulers might have to go through a Prop 218. City Attorney, Mark Hensley believes if the City decides to have nothing to do with the billing or impose any additional fees a Prop 218 possibly would not be required.

Public Works Director, Ken Berkman summarized what he is asking of Council; 1) What direction does the Council want to take regarding the existing Republic agreement due to expire, based on conversations possible extending the agreement for one to two years would allow staff to do the research and provide additional information for Council to make a long term decision.

Mayor Boyles expressed the City needs to go out to RFP, 2011 was the last time went out for RFP, ask residents to pay for the service, should not continue to incur the costs along with costs for increased regulation/reporting requirements, better outreach to the community.

Mayor Pro Tem Pirsztuk asked with the extension for first year at $16.96 per unit, second year up to $20.00, what would it be if the City went to full automated service.

Public Works Director, Ken Berkman responded, unknown at this time, would have to negotiate with Republic the option with an extension. Public Works Director Ken Berkman also responded to Mayor Drew Boyles comment regarding moving
to an RFP, we still need to define what the scope of services would be, we also need to define the timeframe needed to conduct an RFP.

Mayor Boyles, advised, we should be able to provide a scope of services fairly quickly, ask in the RFP to provide for both types of service manual and automated.

City Attorney, Mark Hensley responded the process required more detailed review to have haulers respond how they would comply with all the new regulatory requirements.

Mayor Boyles, disagrees believe haulers have a course of action on how they would respond to an RFP.

Further discussion on timeframes for an RFP between Staff and Council Members.

Council Member Dr. Brann, agrees with Mayor Boyles we should go out to bid, assume we can change from manual to automate without going out to bid, doesn’t believe community is ready to pay for solid waste service.

Further discussion between Council continued regarding Prop 218 and Scope of Services requirement for RFP.

Mayor Pro Tem Pirsztk asked who is responsible for tracking related to SB1383 asked who are the penalties imposed penalties on up to $10,000.00 per day?

SCS Consultant, Michelle Leonard, responded, stated partially existed with AB939 on City basically related to more if the City didn’t implement any programs related to recycling, now there are potential fines on the haulers, the generator of the solid waste and the Cities. The City will be responsible for monitoring compliance and reporting to CalRecycle.

Public Works Director, Ken Berkman, advised he will coordinate advising how quickly the RFP can be executed. He will discuss with Republic. He will ask outside of one or two year extension, is there a month to month extension.

Council Member Nicol, stated we should go out for RFP, stated spoke to Joe Lillio regarding cost to do a Prop 218, was quoted, $12,000.00, believes this needs to go to a Prop 218.

CONSENSUS to receive and file a report from Public Works related to the City’s Solid Waste Program and Waste Collection Services.

MOTION by Council Member Nicol, SECONDED by Mayor Boyles to conduct an RFP for Solid Waste services, MOTION PASSE BY UNANIMOUS VOICE VOTE. 5/0.
City Attorney, Mark Hensley interjected normally you would go out to RFP first, review, establish rate, then conduct Prop 218 with rates proposing to pass on to the residents

Further discussion between Council continued regarding Prop 218 proposed rates.

MOTION by Council Member Nicol, SECONDED by Mayor Boyles to conduct a Prop 218 to charge residents for Solid Waste not to exceed $20.00 per unit per month, MOTION PASSE BY VOICE VOTE. 4 YES, Mayor Boyles, Mayorl Pro Tem Pirsztuk, Council Member Nicol, Council Member Pimentel / 1 NO, Council Member Dr. Brann, VOICE VOTE 4/1.

2. Consideration and possible action to interview candidates of the Economic Development Advisory Council (EDAC) and the Library Board of Trustees.  
(Fiscal Impact: None)

Council interviewed candidates and will announce appointment(s) at the 7:00PM, July 17, 2018 City Council meeting

The following candidates were selected by CONSENSUS, Lance Giroux, Tim Harris, Corinne Murat and James McCaulley to the Economic Development Advisory Council (EDAC), not term expiration, Library Board of Trustees, David Jonta, full term, expires June 30, 2021 and Carol Ericson, partial term, expires June 20 2019.

Mayor Boyles 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): -2-matters.


DISCUSSION OF PERSONNEL MATTERS (Gov’t Code §54957): -1- matters
1. Public Employee Review
   Position: 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): -0- matters

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

1. Represented Group: El Segundo Police Officer’s Association
   City’s Negotiators: Irma Moisa Rodriguez
                      City Manager
                      Human Resources Director

Adjourned at 6:59PM
REGULAR MEETING OF THE EL SEGUNDO CITY COUNCIL
TUESDAY, JUNE 19, 2018 - 7:00 P.M.

7:00 P.M. SESSION

CALL TO ORDER – Mayor Boyles at 7:00PM

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

PLEDGE OF ALLEGIANCE – Council Member Pimentel

PRESENTATIONS

a) Presentation – Public Works quarterly update of the Capital Improvement Program.

Mayor Boyles spoke to the official ceremony today of the name change of Sepulveda Blvd to Pacific Coast Highway

Public Works Director, Ken Berkman presented

b) Presentation – Receive and file a presentation from FilmLA.

VP of Operations, Film LA, Donna Washington presented.

City Manager, Greg Carpenter reiterated to Council the Finance Department is currently reviewing as this as an option to assist the City in coordinating Film Permit process.

Mayor Pro Tem Pirsztuk asked what percentage increase have City’s seen that entered into an agreement with FilmLA.

VP of Operations, Film LA, Doona Washington responded it varies by city

ROLL CALL

Mayor Boyles               - Present
Mayor Pro Tem Pirsztuk    - Present
Council Member Brann      - Present
Council Member Pimentel   - Present
Council Member Nicol      - Present

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

Jill Jacobson, resident of El Segundo, disappointment with new aquatic fees approved on June 5th.
Michael Dueshaw, resident of El Segundo, recent increase, access to the pool, quite upset with increases and method of enacting the policy, related to excluding persons with disabilities.

Chris Keegel, with the South Bay Work Force Investment Board, provided third quarter report. The City can contact our organization for assistance at 310-970-7700, website www.sbwbib.org

CITY COUNCIL COMMENTS – (Related to Public Communications)

Mayor Boyles, the city could have done better job as a City communicating the changes to the fees. More work to be done on the topic.

City Manager, Greg Carpenter spoke to Council's request for staff to come back with fee waiver and an accommodation policy. Staff is currently working on options through the Recreation and Parks Commission.

A. PROCEDURAL MOTIONS

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

MOTION by Council Member Dr. Brann, SECONDED by Mayor Pro Tem Pirsztuk to read all ordinances and resolutions on the agenda by title only. MOTION PASSED BY UNANIOUS VOICE VOTE. 5/0.

B. SPECIAL ORDERS OF BUSINESS (PUBLIC HEARING)

1. Consideration and possible action to conduct a Public Hearing to consider adopting new fees or amending current fees and service charges and other amendments to the City of El Segundo Fee Schedule; not including water rate fees, sewer rate fees, and development impact fees.  
   (Fiscal Impact: potential additional revenue for FY 2017-18 of approximately $50,000 & $602,700 in FY 2018-19)

Mayor Boyles stated this was the time and place to conduct a public hearing regarding adopting new fees, amending current fees, service charges and other amendments to the City of El Segundo Fee Schedule.

Deputy City Clerk II, Mona Shilling stated that proper notice had been given in a timely manner and that no written communication had been received in the City Clerk's Office.

Greg Carpenter, City Manager, introduced the item, announced Joseph Lillio and Revenue Cost Specialist, Eric Johnson would present this item to Council tonight.

Finance Director, Joe Lillio and Revenue Cost Specialist, Eric Johnson gave a presentation and answered Council questions on the item.
Finance Director, Joe Lillio announced there are no Aquatic fees included in this item.

Council asked questions of staff and the consultant

City Manager, Greg Carpenter advised Library Director, Melissa Mcollum would speak related to the Library Study Room fees.

Library Director, Melissa Mcollum, asked the Council to reconsider the recommended amounts in the Fee Study Report be reconsidered for the Study Rooms at the Library.

Council asked questions related to the new online booking system and tracking of the study rooms usage.

Recommendation – 1) Conduct the public hearing on the proposed fee adjustments; 2) Adopt a resolution establishing a schedule of fees and charges for City services; 3) Alternatively, discuss and take other possible action related to this item.

Mayor Boyles announced Public Hearing is now open for Public input.

Public Comment:

None

MOTION by Council Member Dr. Brann, SECONDED by Council Member Nicol, to closed the public hearing. MOTION PASSE BY UNANIMOUS VOICE VOTE. 5/0.

Council Discussion.

Finance Director, Joe Lillio and Revenue Manager, Juliana Demers spoke and answered Council questions related to the Water Shut Off fees.

City Manager, Greg Carpenter and Finance Director, Joe Lillio answered questions from Council explaining to Council they have the option of directing Council to charge less than the suggested fee as policy but the City cannot charge more than the suggested fees presented tonight.

City Staff and the City Attorney answered Council question related to Development Impact Fees, also explained those fees are governed by different legislative code.

Mayor Boyles asked that staff to agendize later this summer a review of the Developer Impact Fees.

Council requested staff report back any changes in the volume of permits based on the new fees. Finance Director, Joe Lillio advised this could be done during the quarterly financial review.
Deputy City Clerk, Mona Shilling asked for clarification on the Aquatic Fees, staff stated we are not adopting any Aquatic Fees at tonight’s meeting, City Attorney, Mark Hensley, confirmed this item is not dealing with Recreation and Park fees and Aquatic Fees.

Mark Hensley, City Attorney, read by title only:

RESOLUTION NO. 5089

A RESOLUTION OF THE CITY OF EL SEGUNDO ESTABLISHING A SCHEDULE OF FEES AND CHARGES FOR RECOVERING COSTS INCURRED FROM PROVIDING VARIOUS CITY SERVICES

MOTION by Mayor Boyles, SECONDED by Nicol approving Resolution No. 5089, MOTION PASSED UNANIMOUS VOICE VOTE. 5/0

CONSENSUS by Council to not enact the Library’s Study Room fees

Finance Director, Joe Lillio spoke to Council questions regarding how is the Community being informed of these fee increases.

2. Consideration and possible action regarding Environmental Assessment No. EA-1218, General Plan Amendment No. GPA 18-01 and Zone Text Amendment No. ZTA 18-01 to: 1) Approve a Negative Declaration in accordance with CEQA; 2) Amend text in the Corporate Office section of the General Plan Land Use Element; and, 3) Amend certain sections in Title 15 of the El Segundo Municipal Code pertaining to the permitted uses, permitted accessory uses and conditionally permitted uses allowed in the Corporate Office (CO) Zone of the City.
(Fiscal Impact: None with this action)

Mayor Boyles stated this was the time and place to conduct a public hearing regarding adopting new fees, amending current fees, service charges and other amendments to the City of El Segundo Fee Schedule.

Deputy City Clerk II, Mona Shilling stated that proper notice had been given in a timely manner and that no written communication had been received in the City Clerk’s Office.

Greg Carpenter, City Manager, introduced the item

Greg McClain, Planning Manager, gave a report and answered Council questions on the item.

Recommendation – 1) Conduct the public hearing on the proposed fee adjustments; 2) Adopt a resolution establishing a schedule of fees and charges for City services; 3) Alternatively, discuss and take other possible action related to this item.
Public Comment:

Applicant: Maro Nety spoke asking for Zone Text amendment approval.

MOTION by Council Member Dr. Brann, SECONDED by Council Member Nicol, to closed the public hearing. MOTION PASSE BY UNANIMOUS VOICE VOTE. 5/0.

Council Discussion

Mark Hensley, City Attorney, read by title only:

ORDINANCE NO. 1569

AN ORDINANCE AMENDING EL SEGUNDO MUNICIPAL CODE SECTION 15-5D-S, 15-5D-3 AND 15-5D-5, MODIFYING PERMITTED USES, PERMITTED ACCESSORY USES AND CONDITIONALLY PERMITTED USES IN THE CORPORATE OFFICE (CO) ZONE

Council Member Nicol introduced Ordinance No. 1569

CONSENSUS to continue this regular meeting to a special meeting next week, June 25th, at 9am for second reading of ordinance, MOTION PASSED UNANIMOUS VOICE VOTE. 5/0

Mark Hensley, City Attorney, read by title only:

RESOLUTION NO. 5090

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL SEGUNDO APPROVING A NEGATIVE DECLARATION UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT FOR ENVIRONMENTAL ASSESSMENT NO. EA-1218, GENERAL PLAN AMENDMENT NO. GPA 18-01 AND ZONE TEXT AMENDMENT NO. 18-01 ZTA 18-01; AND ADOPTING GENERAL PLAN AMENDMENT NO. 18-01 TO AMEND THE LAND USE ELEMENT OF THE GENERAL PLAN PERTAINING TO CORPORATE OFFICE.

MOTION by Council Member Nicol, SECONDED by Council Member Dr. Brann approving Resolution No. 5090, MOTION PASSED UNANIMOUS VOICE VOTE. 5/0

C. UNFINISHED BUSINESS

3. Consideration and possible action (1) conduct a General Plan update for all properties located east of Pacific Coast Highway ("PCH"), including but not limited to updating the various non-residential zones and studying and possible rezoning some areas east of PCH for housing purposes; and, if the Council directs staff to conduct study housing east of PCH to provide some parameters/details of the issues to be studied; (2) determine whether the Council
as a part of updating the general plan or for transit purposes wants to accept a grant from Metropolitan Transit Authority ("MTA") to study increasing densities on non-residential properties, developing affordable (low income) housing, reconfiguring properties and their buildings and parking lots, and providing more pedestrian and bicycle friendly routes; all for purposes of attempting to increase transit ridership; (3) (if the Council wants to accept the MTA grant), to provide potential clarifications and amendments to the City's MTA application; and, consider other related actions.

(Fiscal Impact: To Be Determined but range is likely between $0 and $2.5 million)

Greg Carpenter, City Manager, introduced the item.

Sam Lee, Planning and Building Safety Director presented and answered Council question.

Presentation Options:
1 – Accept MTA Grant and Agreement (with housing)
2 – Direct Staff to formally request an amendment to the MTA Grant (ie proceed without housing)
3 – Reject Grant
4 – Direct Staff to Develop a plan to update the General Plan (with or without housing east of PCH)

Council discussed and asked questions of Staff and of City Attorney

MOTION by Council Member Pirsztk, SECONDED by Council Member Pimentel Council agreed to option two of staff presentation “Direct Staff to formally request an amendment to the MTA Grant to proceed without housing” and approve to update the City’s General Plan east of PCH to update and/or modify current zones to be more compatible with current and future land use trends and potentially increasing the intensity of development in some areas; Request that MTA allow the City to change some of the proposed areas for study utilizing the MTA grant; Revise Resolution to make clarification of Council’s requested changes to the MTA Grant and allow staff to if required execute an agreement with the understanding that no funds would be released until the City’s requested amendment to the application is reviewed and approved by MTA. MOTION PASSED YES MAYOR BOYLES, MAYOR PRO TEM PIRSZTUK; COUNCIL MEMBER PIMENTEL / NO, COUNCIL MEMBER DR. BRANN VOICEVOTE 4/1

RESOLUTION NO. XXXX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL SEGUNDO AUTHORIZING THE AGREEMENT BETWEEN THE CITY AND LOS ANGELES COUNTY METROPOLITAN TRASPORTATION AUTHORITY AND DIRECTING THE CITY MANAGER TO EXECUTE THE AGREEMENT

MINUTES OF THE REGULAR COUNCIL MEETING
JUNE 19, 2018
PAGE NO. 11

38
NO MOTION, Resolution to be amended and brought back to Council June 25th at the continued (special) meeting

4. Consideration and possible action regarding the second reading and adoption of Ordinance No. 1568 to prohibit loud and unruly gatherings and provide a means for the City to hold responsible persons liable by imposing civil penalties, and adoption of Resolution No. 5092 amending the schedule of fines for administrative citations pertaining to violations of Ordinance No. 1568. (Fiscal Impact: To Be Determined)

Council discussion and questions to staff

Mark Hensley, City Attorney, read by title only:

ORDINANCE NO. 1568

AN ORDINANCE AMENDING TITLE 7 OF THE EL SEGUNDO MUNICIPAL CODE TO PROHIBIT LOUD AND UNRULY GATHERINGS

MOTION by Council Member Dr. Brann, SECONDED by Mayor Boyles 1) To waive second reading and adopt Ordinance No. 1568, MOTION PASSED UNANIMOUS VOICE VOTE 5/0

Mark Hensley, City Attorney, read by title only:

RESOLUTION NO. 5092

A RESOLUTION OF THE CITY OF EL SEGUNDO AMENDING EXHIBIT A TO RESOLUTION NO 4313 BY SETTING FORTH THE ADMINISTRATIVE FINES FOR VIOLATIONS OF CHAPTER 7-12 OF THE EL SEGUNDO MUNICIPAL CODE

MOTION by Council Member Dr. Brann, SECONDED by Mayor Boyles approving Resolution No. 5092, MOTION PASSED UNANIMOUS VOICE VOTE. 5/0

Council commented on how is staff going to communicate to the community regarding this item; City Manager, Greg Carpenter agreed to post a summary of the ordinance through electronic media.

D. REPORTS OF COMMITTEES, COMMISSIONS AND BOARDS

5. Consideration and possible action to announce the appointments to the Recreation and Parks Commission, Planning Commission, Technology Committee, Investment Advisory Committee, Capital Improvement Program Advisory Committee, Senior Citizen Housing Corporation Board, Arts and Culture Advisory Committee and Environmental Committee. (Fiscal Impact: None)

E. CONSENT AGENDA
(NOTE CONSENT AGENDA WAS MOVED AHEAD OF "B. SPECIAL ORDER OF BUSINESS (PUBLIC HEARING)")

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.

6. Approved Warrant Numbers 3021434 through 3021644 and 9000452 through 9000452 on Register No. 17 in the total amount of $969,206.19 and Wire Transfers from 5/28/18 through 6/10/18 in the total amount of $1,314,115.78. 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.


8. Authorized the City Manager to execute the annual unfunded liability (UAL) prepayment option to CalPERS in the total amount of $8,218,670 resulting in a total savings of $297,671 to the City’s annual unfunded liability contribution (UAL) to California Public Employees Retirement System (CalPERS) for the CalPERS Fiscal Year 2018-19.
(Fiscal Impact: savings of $297,671: $74,418 for fiscal year (FY) 2017-18 and $223,253 in FY 2018-19)

9. Awarded the Public Works Contract No. 5559 to Ramona, Inc. for the Storm Drain Pipe Abandonment on Eucalyptus Drive Project, Project No. PW 18-11, authorize the City Manager to execute a standard Public Works Contract in a form as approved by the City Attorney with Ramona, Inc. in the amount of $101,000, approved an additional 15% contingency of $15,150 for unforeseen conditions.
(Fiscal Impact: $116,150)
10. Authorized the City Manager to execute a Professional Services Agreement No. 5547 in a form approved by the City Attorney with EMG in the amount of $96,403.50
(Fiscal Impact: $96,403.50 to the General Fund)

11. PULLED FOR DISCUSSION BY MAYOR BOYLES

12. Authorized an additional budget appropriation of $7,115 for an existing Professional Services Agreement, Amendment No. 4664B, with MIG, Inc. and transfer from the General Plan Maintenance Fund (GPMF) to provide for planning and environmental services related to the Smoky Hollow Specific Plan Update Project.
(Fiscal Impact: $0)

13. Adopted a Resolution No. 5088 identifying which projects will be funded with SB-1, "Road Repair and Accountability Act" funds.
(Fiscal Impact: Approximately $700,000 in FY 18-19 in SB1, Gas Tax and Prop C funds)

14. Approved an amendment no. 5646A to the Prosum Technology Services Agreement Number 5346 for temporary staffing in the Information Systems Department.
(Fiscal Impact: $200,000.00)

15. PULLED FOR DISCUSSION BY COUNCIL MEMBER NICOL

16. Adopted Resolution No. 5093 approving two new part-time classifications of Lifeguard and Senior Lifeguard and establishing an hourly pay rate for such positions.
(Fiscal Impact: N/A)

17. Approved to increase previously approved Professional Services Agreement No. 5515 in the amount of $75,916.40 with Wiland Associates LLC for Incident Management Training and Consulting Services of RFP No. 18-03 $36,083.60 for a total of $112,000.00.
(Fiscal Impact: $112,000.00)

18. Approved appointment of Lily Craig to the South Bay Workforce Investment Board (SBWIB), City Clerk to forward a certified copy of the Council's action to the SBWIB.
(Fiscal Impact: None)

MOTION by Council Member Dr. Brann, SECONDED by Mayor Pro Tem Pirsztuk, approving Consent Agenda items 6, 7, 8, 9,10,12,13,14,16,17 and 18. MOTION PASSED BY UNANIMOUS VOICE VOTE. 5/0

PULLED ITEMS:
11. Consideration and possible action to 1) award a standard Public Works Contract No. 5551 to All American Asphalt for FY 17/18 Pavement Rehabilitation, Project No. PW 18-18, and 2) award a standard Professional Services Agreement No. 5546 to KOA Corporation for construction inspection services. (Fiscal Impact: $1,236,730)

Mayor Boyles pulled to understand what the plans are for bike lanes and multi-mobile means of transportation.

Council Member Nicol, asked about restriping related to using the contingency plan.

Public Works Director, Ken Berkman spoke to Mayor Boyles' questions and Council Member Nicol's request.

MOTION by Mayor Boyles, SECONDED by Council Member Nicol 1) Authorize the City Manager to execute a standard Public Works Contract, in a form approved by the City Attorney, with All American Asphalt in the amount of $1,050,770 for FY 17/18 Pavement Rehabilitation, Project No. PW 18-18, and authorize an additional $105,000 for construction related contingencies; 2) Authorize the City Manager to execute a standard Professional Services Agreement, in a form as approved by the City Attorney, with KOA Corporation in the amount of $73,660 for construction inspection and testing services, and authorize an additional $7,300 for construction related contingencies, 3) During July 17th Budget Workshop staff to come back to Council with options for restriping streets, MOTION PASSED BY A UNANIMOUS VOICE VOTE. 5/0

15. Consideration and possible action regarding the acceptance of a donation from American Youth Soccer Organization (AYSO) Region 92 in the amount of $50,000 to help fund the capital improvement project to install shade structures at Campus El Segundo Athletic Fields, and authorize the City Manager to execute an agreement in a form approved by the City Attorney designating the use of funds. (Fiscal Impact: $50,000.00 Revenue)

Council Member Nicol wanted to make sure AYSO organization recognized for donating the funds to the City

Mr. Grimmend, AYSO Regional Commissioner, spoke to the donation.

MOTION by Council Member Nicol, SECONDED by Mayor Boyles 1) Accept the donation from AYSO; 2) Authorize the City Manager to execute an agreement in a form approved by the City Attorney designating the use of funds, MOTION PASSED BY A UNANIMOUS VOICE VOTE. 5/0

F. NEW BUSINESS
(INOTE NEW BUSINESS WAS MOVED AHEAD OF "B. SPECIAL ORDER OF BUSINESS (PUBLIC HEARING) ITEM #2")
19. Consideration and possible action to adopt a resolution approving the Statement of Investment Policy, as amended, to allow investment in Joint Powers Authority Pools for the California Asset Management Program and receive and file the Quarterly Investment Report for the period ending March 31, 2018. (Fiscal Impact: None)

City Treasurer, Christa Binder and Deputy City Treasurer Dino Marsocci presented and answered Council questions.

Mark Hensley, City Attorney, read by title only:

RESOLUTION NO. 5094

A RESOLUTION APPROVING THE STATEMENT OF INVESTMENT POLICY, AS AMENDED, AND TO TAKE EFFECT JUNE 1, 2018

MOTION by Council Member Dr. Brann, SECONDED by, Council Member Nicol to 1) Adopt a resolution 5094 approving the Statement of Investment Policy, as amended; 2) Receive and file the Quarterly Investment Report for the period ending March 31, 2018; MOTION PASSED BY UNANIMOUS VOICE VOTE. 5/0

COUNCIL ADJOURNED FOR 10 MINUTE BREAK AT 8:47PM

COUNCIL RECONVENCED AT 8:57PM

G. REPORTS – CITY MANAGER

None

H. REPORTS – CITY ATTORNEY

Spoke to possible pending ballot measure related to requirements for government agencies implementing fees/taxes, will be brought back to Council.

I. REPORTS – CITY CLERK

None

J. REPORTS – CITY TREASURER

None

K. REPORTS – CITY COUNCIL MEMBERS

Council Member Pimentel –
Excited to be part of Business activity this week, related to opening and ribbon cuttings, bringing employees into our community and discussing the businesses we have in El Segundo. Appreciative of frank discussion Council has related to the Business Community.

Council Member Nicol –

Celebrating daughter's fourth Birthday.

20. Consideration and possible action to form a City Council Subcommittee to work with staff to develop a Social Media Communications Policy for Council Members.  
(Fiscal Impact: None)  
Recommendation – 1) Discuss development of a Social Media Policy for Council Members to use in seeking public input and providing information to the public on matters of city business through social media; 2) Alternatively, discuss and take other possible action related to this item.

Council Member Nicol requested City Attorney, Mark Hensley way in on this item. Mark discussed with Council when it is appropriate and when it is not. Examples, advising the community who to contact when address specific services is OK. Advising or speaking to policy or items to be presented to Council is probably not. Suggest forming a sub-committee come back to Council with policy to review.

Council discussion and staff answered questions.

CONSENSUS to defer to the Budget Workshop Session to discuss how to accomplish on a larger scale and at that point create sub-committee.

Council Member Brann –

Express appreciation for Hawaiian shirts.

A shout out to SCE for infrastructure implementation. Requested staff invite representative to a future Council meeting to express our appreciation. City Manager responded in process of setting up annual meeting currently.

This last Sunday, Father's Day, nice day

A shout out to bride, 51st wedding Anniversary

Mayor Pro Tem Pirsztuk –

A shout out to the Police Department, realignment of work force. The residents see more Police Offices out in the community.
A shout out to graduates.

Went to e-salons grand opening

Thank you to staff for Strategic Planning session.

Mayor Boyles –

Asked City Manager about “Look Ahead” items to be addressed with Council in the future.

Went to Air Force Base for Shriver Wall honorees. Requested we make sure to keep an open dialogue with the Air Force Base.

21. Consideration and possible action to form an Ad Hoc Committee to advise City Council regarding issues related to the City of El Segundo’s Aquatics Programs.

(Fiscal Impact: None)

Recommendation – 1) Discuss the information of an ad hoc committee to advise the City Council on matters related to the City’s Aquatics Programs; 2) Alternative, discuss and take other action related to this item.

Mayor Pro Tem Pirsztuk and Mayor Boyles discussed the purpose of adding an Ad-Hoc Committee to establish Aquatic programs to optimize the usage of the new Aquatics Facility. This will terminate the existing Aquatics Committee and establish a new Ad-Hoc Committee.

MOTION by Mayor Boyles, SECONDED by Mayor Pro Tem Pirsztuk to form an Ad Hoc committee to advise the City Council on matters related to the City’s Aquatics Programs, MOTION PASSED BY UNANIMOUS VOICE VOTE. 5/0

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

None

MEMORIALS – None

Returned to Closed Session at 10:45 PM

Opened to discuss Commission’s Committee’s and Board selections at 11:00 PM

Finished Commission’s Committee’s and Board selection at 11:10 PM

Returned to Closed Session at 11:10PM

Adjourned Closed Session at 12:15PM
Continuing this regular 7pm Open Session meeting to a (special) meeting June 25th, at 9am

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)

Mona F. Shilling, Deputy City Clerk II
SPECIAL MEETING OF THE CITY COUNCIL
MONDAY, JUNE 25, 2018, 9AM
CONTINUED MEETING (FROM JUNE 19, 2018)

9:00 A.M. SESSION

CALL TO ORDER – Mayor Boyles at 9:00AM

ROLL CALL

Mayor Boyles Present
Mayor Pro Tem Pirsztuk Present
Council Member Brann Absent
Council Member Pimentel Present
Council Member Nicol Present

PUBLIC COMMUNICATIONS – (Related to City Business Only) – 5 minute limit per person, 30 minute limit total) CITY COUNCIL COMMENTS – (Related to Public Communications)

None

A. PROCEDURAL MOTIONS

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

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

B. UNFINISHED BUSINESS

1. Consideration and possible action to direct staff to submit a revised Scope of Work and Budget/Schedule, which are attachments to a pending grant agreement for Transit Oriented Development Planning Grant from Los Angeles County Metropolitan Transit Authority (Metro) to Metro reflecting the City’s intention to not include a Housing Study in the grant project.

   (Fiscal Impact: approximately $423,000 of matching funds from the General Plan Maintenance Fund, plus staff time)

City Manager Greg Carpenter introduced the item and summarized Council’s requested changes; removed the housing element and expand some of the other scopes with funds assigned to housing. MTA requested letter summarizing requested changes, staff submitted last week, expect answer this week from MTA.

Council discussed and staff answered Council questions.

City Attorney, Mark Hensley announced additional/updated language to section four (4) of the the of the Resolution as follows:
That the Mayor shall be authorized to execute the Metro Agreement upon approval by Los Angeles County Metropolitan Transportation Authority (MTA) of the revised Scope of Work and the City Attorney shall be authorized to execute the agreement as approved to form. The City Clerk shall certify to the adoption of this Resolution.

City Attorney, Mark Hensley, read by title only:

RESOLUTION NO. 5087

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL SEGUNDO AUTHORIZING THE AGREEMENT BETWEEN THE CITY AND LOS ANGELES COUNTY METROPOLITAN TRANSPORTATION AUTHORITY AND DIRECTING THE CITY MANAGER TO EXECUTE THE AGREEMENT

MOTION by Mayor Pro Tem Pirzstuk, SECONDED by Council Member Nicol to 1) Receive and file the revised Scope of Work and revised Budget/Schedule for a Transit Oriented Development Planning Grant, Round 5, from the Metropolitan Transit Authority, and direct staff to submit said documents to Metro in fulfillment of the grant obligations; 2) Adopt amended/updated Resolution No. XXXX; MOTION PASSED BY UNANIMOUS VOICE VOTE 4/0, ABSENT, COUNCIL MEMBER DR. BRANN.

C. CONSENT

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

2. Zone Text Amendment to the Corporate Office Zone
   Consideration and possible action regarding Environmental Assessment No. EA-1218, General Plan Amendment No. GPA 18-01 and Zone Text Amendment No. ZTA 18-01 to: 1) Approve a Negative Declaration in accordance with CEQA; 2) Amend text in the Corporate Office section of the General Plan Land Use Element; and, 3) Amend certain sections in Title 15 of the El Segundo Municipal Code pertaining to the permitted uses, permitted accessory uses and conditionally permitted uses allowed in the Corporate Office (CO) Zone of the City.
   Address: Corporate Office (CO) Zone of El Segundo
   (Fiscal Impact: None with this action.)

   RECOMMENDATION – 1) Waive second reading and adopt Ordinance No. 1569 for Environmental Assessment No. EA-1218, General Plan Amendment No. GPA 18-01 and Zone Text Amendment No. ZTA 18-01; and/or, 2) Alternatively, discuss and take other possible action related to this item.

City Attorney, Mark Hensley, read by title only:

ORDENANCE NO. 1569

AN ORDINANCE AMENDING EL SEGUNDO MUNICIPAL CODE SECTIONS 15-5D-2 15-D5-3 AND 15-5D-5, MODIFYING PERMITTED USES, PERMITTED ACCESSORY USES AND CONDITIONALLY PERMITTED USES IN THE CORPORATE OFFICE (CO) ZONE.
MOTION by Mayor Pro Tem Pirsztuk SECONDED by Mayor Boyles to waive second reading and adopt Ordinance No. 1569 for Environmental Assessment No. EA-1218, General Plan Amendment No. GPA 18-01 and Zone Text Amendment No. ZTA 18-01, MOTION PASSED BY UNANIMOUS VOICE VOTE 4/0, ABSENT, COUNCIL MEMBER DR. BRANN.

3. Consideration and possible action regarding adoption of a resolution establishing financial incentives to attract lateral police officers, police academy graduates, pre-service and police cadets to apply at the City of El Segundo Police Department. Additionally, the Department seeks to acquire the services of a marketing firm to support the marketing of these and other recruiting initiatives (Fiscal Impact: To Be Determined).

RECOMMENDATION – 1) Approve staff’s soliciting of proposals from marketing firms; 2) Adopt a resolution outlining incentive cash amounts, stipulations and disbursement schedules related to lateral entry police officer applicants, academy graduates, entry level and police cadets; and increasing the current Recruiting Incentive paid to the Department’s police officers; and/or 3) Alternatively, discuss and take other action related to this item.

City Manager, Greg Carpenter stated Police Chief Whalen would present.

Police Chief Whalen presented and answered Council questions.

Council Member Nicol, requested confirmation will truly assist in the recruitment of Police. The Chief responded yes. The intent is for the financial incentives is to draw attention to our City.

Mayor Pro Tem Pirsztuk asked how many openings exist currently. The Chief responded eight (8).

Chris Pimentel, confirmed no CalPERS benefits related to the financial incentives and the money used is currently in the budget for these positions. The Chief confirmed there is a sunset clause.

Mayor Boyles stated it would be beneficial for the Chief to provide to the Council a summary of strategies learned from the marketing consultant the Police Department will be using. The City Manager was requested to schedule this for a future meeting. Requesting measurements of performance be put in place for the marketing consultant.

Continued discussion with Council and staff.

City Attorney, Mark Hensley announced additional/updated language to the following sections of the of the Resolution as follows:

Section 2: - Approval. The City Council approves the Recruitment Incentive Program, through and including the later of September 30, 2020, or until such time that the Police Departments salary savings are exhausted, as follows:

Section 2, No. 4 – Moving Expense Reimbursement: Lateral entry police officers, entry level and pre-service candidates relocating from locales outside Los Angeles, Orange, Riverside, and San Bernadino Counties are eligible for reimbursement of moving expenses at the time of hire, up to maximum of 5,000 as a result of the relocation for employment with the City.
City Attorney, Mark Hensley, read by title only:

RESOLUTION NO. 5095

A RESOLUTION APPROVING A POLICE OFFICER RECRUITMENT INCENTIVE PROGRAM

Drew Boyles

MOTION by Mayor Boyles SECONDED by Mayor Pro Tem Pirsztuk to 1) Approve staff’s soliciting of proposals from marketing firms with clearly established goals for the short term and long term; 2) Adopt resolution XXXX with above changes outlining incentive cash amounts, stipulations and disbursement schedules related to lateral entry police officer applicants, academy graduates, entry level and police cadets; and increasing the current Recruiting Incentive paid to the Department’s police officers, MOTION PASSED BY UNANIMOUS VOICE VOTE 4/0, ABSENT, COUNCIL MEMBER DR. BRANN.

COMMENTS:

City Manager, Greg Carpenter, wanted to wish everyone a happy fourth of July and a special thank you to the City Employees who will be working on the fourth of July.

Mayor Boyles mentioned the Council is will aware of the Bird Scooters and currently working with City Staff to establish a policy. Also, wanted to thank the Council for scheduling the continued meeting for today.

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 9:42am

Deputy City Clerk II
Mona F. Shilling
SPECIAL MEETING OF THE EL SEGUNDO CITY COUNCIL  
TUESDAY, July 17, 2018  
El Segundo City Hall  
350 Main Street, El Segundo, CA 90245  
2:00 p.m.  
(Budget Study Workshop for FY 2018-19)

2:00 P.M. SESSION

CALL TO ORDER – Mayor Boyles at 2:04 PM

PLEDGE OF ALLEGIANCE – Council Member Pimentel

ROLL CALL

Mayor Boyles - Present  
Mayor Pro Tem Pirsztuk - Present  
Council Member Brann - Present  
Council Member Pimentel - Present  
Council Member Nicol - Present

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

SPECIAL ORDERS OF BUSINESS:

1. Consideration and possible action regarding a budget study workshop resulting in City Council receiving and filing of staff's discussion, analysis, and recommendations in preparation for the Fiscal Year 2018-2019 budget for the general fund and which encompass the majority of the City's revenues and expenditures. Staff will present on the following matters:

A. Public Comments - None

B. Introduction: Review Agenda and Session Objectives – Greg Carpenter, City Manager

C. Comments from the City Manager

D. Recap of the June 13th Strategic Planning Study Session – Joe Lillio, Finance Director

   i. Review of revised Strategic Plan Document which summarizes the Council's priority items for Fiscal Year 2018-2019. Provide direction to staff regarding finalizing the Plan.

Mayor Boyles and Mayor Pro Tem Pirsztuk will assist staff with finalizing the KPI's.

See El Segundo Strategic Plan – Draft 2019-2021 for the following discussion:
Goal 1 (Objective 1A): Move Tier 2 priority to Tier 1 (Strengthen relationships between Council, executives and staff).

Goal 2: Move Tier 2 priority to Tier 1 (Increase community awareness of the need for preparedness; increase the number of people who are prepared for disaster and involved in CERT services we offer). Move #4 from Other Activities to Tier 2 Priority (Remain focused on traffic and pedestrian safety). Council has asked staff to reword this priority.

Goal 3: No changes

Goal 4 (Objective 4A): Move #6 from Other Activities to Tier 2 Priority (Develop and deliver a multi-year capital improvement plan (CIP)).

Goal 5 (Objective 5A): Move #3 from Tier 2 Priority to Goal 1/Priority 1(Objective 1B) (Advocate for the City’s interest regarding impacts of LAX).

E. Economic Overview (Treasury Department): Review of the City’s investment portfolio and returns, as well as fund balances – Crista Binder, City Treasurer and Dina Marsocci, Deputy City Treasurer reported on this item.

F. Overview of Preliminary Fiscal Year 2018-19 Budget – Joe Lillio, Finance Director
   
   i. Department Overviews (proposed changes, work plan highlights, requested budget increases, & discussion regarding department employment position vacancies).

Recessed at 3:15 PM

Reconvened at 3:24 PM

Each department discussed, explained and justified the needs for their Fiscal Year 2018/2019 Budget Requests.

Council asked questions and discussed the departments’ requests to better understand the department requests/needs. Council requested each department identify whether the department need is a onetime request or a recurring/maintenance cost.

Due to time, the following departments will discuss their department budget requests at the August 13, 2018 Budget Session #2: Fire Department, Planning Building & Safety, Police Department, Library, Public Works and Recreation and Parks Department.

G. Council to discuss and provide direction on potential uses for General Fund surplus revenues and unexpended revenues for Fiscal Year 2018-19


H. City Council additional priorities and direction regarding 2018-19 budgets for preliminary discussion which will be brought back for potential action at a future meeting.
Council requested recommendations/options/updates from Finance concerning CalPERS for the next Budget Session and at that time, Council may chose re-evaluate the Options with this updated information.


2. Council may raise other revenue and expenditure issues relating to staff’s preparation of the FY 2018-2019 Budget Study Session – No discussion at this time.

ADJOURNMENT at 4:53 PM

______________________________
Tracy Weaver, City Clerk
AGENDA DESCRIPTION:

Zone Text Amendment to the Light Industrial Zone
Consideration and possible action regarding Environmental Assessment No. 1203, and Zone Text Amendment No. 18-02 to amend certain sections of the El Segundo Municipal Code pertaining to uses, allowed setback encroachments, and required parking for accessory uses in the Light Industrial (M-1) zone.

Address: Light Industrial (M-1) Zone of El Segundo
(Fiscal Impact: None with this action)

RECOMMENDED COUNCIL ACTION:

1. Waive second reading and adopt Ordinance No. ___ for Environmental Assessment No. 1203 and Zone Text Amendment No. ZTA 18-02; or,
2. Alternatively, discuss and take other possible action related to this item.

ATTACHED SUPPORTING DOCUMENTS:

1. Ordinance No. ___

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

STRATEGIC PLAN:

Goal: Champion Economic Development and Fiscal Sustainability
Objective: The City will 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 and visitors.

ORIGINATED BY: Eduardo Schonborn, AICP, Principal Planner
REVIEWED BY: Gregg McClain, Planning Manager
Sam Lee, Planning & Building Safety Director
APPROVED BY: Greg Carpenter, City Manager

BACKGROUND AND DISCUSSION

On July 17, 2018, the City Council introduced an Ordinance amending certain sections in Title 15 of the El Segundo Municipal Code pertaining to uses, allowed setback encroachments, and required parking for accessory uses in the Light Industrial (M-1) zone of the City.
The Council may waive second reading and adopt the Ordinance. If the Ordinance is adopted by the City Council at its August 7th meeting, the effective date of the Ordinance will be September 6, 2018, which is thirty (30) days from the adoption date.
ORDINANCE NO. ____

AN ORDINANCE AMENDING EL SEGUNDO MUNICIPAL CODE SECTION 15-2-7 AND CHAPTER 15-6A TO: REMOVE THE REQUIREMENT THAT OUTDOOR DINING AREAS OBTAIN A CUP IN THE M-1 ZONE; REDUCE THE REQUIRED SETBACKS FOR OUTDOOR DINING AREAS IN THE M-1 ZONE; AND, REVISE HOW PARKING REQUIREMENTS FOR ACCESSORY USES ARE TABULATED IN THE M-1 ZONE.

(Environmental Assessment No. 1203 and Zone Text Amendment No. 18-02)

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

SECTION 1: The Council finds and declares as follows:

A. On March 8, 2018, Mike Jones submitted an application to amend Title 15 of the Municipal Code in order to allow the construction of a 2,262 square-foot outdoor dining area in the front-yard setback of 2333 Utah Avenue;

B. The project applications were reviewed by the City’s Planning and Building Safety Department for, in part, consistency with the General Plan and conformity with the El Segundo Municipal Code (“ESMC”);

C. The City reviewed the project’s environmental impacts under the California Environmental Quality Act (California Public Resources Code §§ 21000, et seq., “CEQA”) and the regulations promulgated thereunder (14 California Code of Regulations §§ 15000, et seq., the “CEQA Guidelines”);

D. On June 14, 2018, the Planning Commission held a public hearing to receive public testimony and other evidence regarding the application including information provided by city staff; and, adopted Resolution No. 2839 recommending that the City Council approve the proposed amendments;

E. On July 17, 2018, the City Council held a public hearing and considered the information provided by City staff and public testimony regarding this Ordinance; and

F. This Ordinance and its findings are made based upon the entire administrative record including testimony and evidence presented to the City Council at the public hearing and the staff report submitted by the Planning and Building Safety Department.

SECTION 2: Factual Findings and Conclusions. The City Council finds that the following facts exist:
A. The property is currently developed with a 46,703 square foot industrial building that is in the process of converting almost entirely to office use.

B. The proposed café is proposed to cover 1,690 net square feet of interior and 2,262 square feet of outdoor area.

C. The zone is intended to provide for the location and grouping of light industrial activities, research, and technological processes, related offices, and auxiliary uses performing support services for existing and permitted establishments, companies or business firms within the zone.

D. "Restaurant" is a permitted primary use and a permitted accessory use. The allowance helps fulfill the purpose of the zone by providing for the possibility of auxiliary uses that perform support service for employees in the area.

E. Zone Text Amendment No. 18-02 amends Section 15-2-7 (General Provisions) by allowing outdoor dining areas be permitted to come within five feet of property lines in the M-1 Zone.

F. Zone Text Amendment No. 18-02 amends Section 15-6A (Light Industrial Zone) by 1) removing the requirement that outdoor dining areas greater than 200 square feet obtain a conditional use permit, 2) codifying staff's current practice of allowing permitted uses as accessory uses, and 3) limiting allowance of accessory uses to be parked at the rate of the primary use of the building to an area not greater than twenty percent of its gross floor area.

SECTION 3: General Plan Findings. As required under Government Code § 65454 the proposed amendment of the Light Industrial (M-1) zone is consistent with the City’s General Plan as follows:

A. Goal LU-1: Maintain El Segundo's "small town" atmosphere, and provide an attractive place to live and work.

The proposed amendment allows the possibility for a more attractive work environment for those who work in and near the M-1 zone by facilitating outdoor dining spaces, which serve as convenient and pleasant amenities to workers and visitors. Further, these spaces result in gatherings of people in publically visible places in parts of the city that are oftentimes devoid of human activity.

B. Objective LU4-4: Provide areas where development has the flexibility to mix uses, in an effort to provide synergistic relationships which have the potential to maximize economic benefit, reduce traffic impacts, and encourage pedestrian environments.
The allowance of dining areas within setbacks of M-1 zoned properties provides this flexibility. Currently there are very few eateries or casual gathering areas within these parts of the City. The amendment will allow large outdoor gathering areas specifically as amenities for employees and for those who work within walking distances. Since these dining areas will cater to the workforce that is already present onsite or near the sites, there would be a reduction of vehicle trips since workers would not have to drive to other parts of the city.

C. Policy LU5-3.1 Revitalize and upgrade industrial areas which contain aesthetic or functional deficiencies in such areas as landscaping, off-street parking, or loading areas.

Aesthetic deficiencies persist within the M-1 zone, despite much of it being in compliance with current code. The allowance of street-front patios offers property owners a low-cost opportunity to activate their existing frontages with human activity, thus creating a more inviting environment and improving the aesthetic quality of the building and the street.

SECTION 4: Zone Text Amendment Findings. In accordance with ESMC § 15-26-4 and based on the findings set forth in Section 2, the proposed Zone Text Amendment is consistent with the goals, policies, and objectives of the General Plan as follows:

A. The amendments are consistent with the purpose of the ESMC, which is to serve the public health, safety, and general welfare and to provide the economic and social advantages resulting from an orderly planned use of land resources. In addition, it is consistent with the purpose of the Light Industrial (M-1) Zone in that it allows for greater flexibility for “auxiliary uses [which seek to] perform support services for existing and permitted establishments.”

B. The amendments are necessary to facilitate the development process and ensure the orderly establishment of new uses and the development of outdoor dining areas in the M-1 Zone that are compatible with surrounding properties and the public right-of-way.

SECTION 5: Title 15, Chapter 2, Section 7 (General Provisions) of the El Segundo Municipal Code is amended as follows (strike-through is language deleted, and underlined is language added):

*   *   *

E. Urban Mixed Use South (MU-S) and Light Industrial (M-1) Zones: In addition to other encroachments in nonresidential zoning districts, stairs; pedestrian ramps; and related safety guardrails; patios, decks, and similar outdoor areas used as gathering spaces; and outdoor dining areas, may be located within setback areas as follows:
1. Stairs, pedestrian ramps, and related safety guardrails must maintain at least a three foot (3') distance to a lot line.

2. Patios, decks, and similar outdoor areas used as gathering spaces, and outdoor dining areas must be enclosed by walls, fences, and/or hedges. These may be up to three feet six inches (3'6") in height and maintain at least a five foot (5') distance to a property line. Walls, fences, and/or hedges may exceed three feet six inches (3'6") in height, provided that the portion exceeding three feet six inches (3'6") in height is of a transparent or translucent material, subject to the review and approval of the Director of Planning and Building Safety. These areas may be covered by a non-solid trellis or pergola; or by a retractable awning, large umbrella or other similar nonpermanent cover which provides protection from rain, subject to the approval by the Director of Planning and Building Safety.

* * *

SECTION 6: Title 15, Chapter 6A, Section 3 (Permitted Accessory Uses in M-1) of the El Segundo Municipal Code is amended as follows:

PERMITTED ACCESSORY USES:

A. Any permitted use, or any use customarily incidental to a permitted use.

B. Cafes.

C. Outdoor dining areas pursuant to the standards contained in Section 15-2-7E.

C-D. Drive-through or walk-up services, including financial operations, but excluding drive-through restaurants.

D-E. Open storage of commodities sold or utilized on the premises.

E-F. Other similar uses approved by the Director of Community, Economic and Development Services, as provided by chapter 22 of this title.

* * *

SECTION 7: Title 15, Chapter 6, Article A, Section 5 (Conditionally Permitted Uses in M-1):

The following uses shall be allowed subject to obtaining a conditional use permit, as provided by chapter 23 of this title:
A. Any use permitted in the MU, CO, C-3, C-2 and C-RS Zones, except residential uses and sexually oriented businesses.

B. Animal boarding.

C. Dog daycare (outdoor).

D. Drive-through restaurants.

E. Freight forwarding, transfer, trucking yards or terminals.

F. Helicopter landing facilities subject to the provisions of section 15-2-13 of this title.

G. Outdoor dining areas for restaurants, except cafes, that are larger than two hundred (200)-square-feet.

GH. Service stations, if a five hundred-foot (500') minimum distance from any residential zoned property is provided. This distance criteria does not apply to properties east of Sepulveda Boulevard.

HI. Other similar uses approved by the Director, as provided by chapter 22 of this title.

SECTION 8: Title15, Chapter 6, Article A, Section 7, Part D:

* * * *

1. Front Yard: 25-foot minimum. Encroachments are allowed pursuant to Sections 15-2-7 and 15-2-14B. Off-street parking and outdoor dining may encroach upon the required setback area, but may not diminish the setback area nor diminish the required amount of landscaping.

* * * *

SECTION 9: Title15, Chapter 6A, Section 3

An area equivalent to 20% of the gross floor area of the building that is devoted to accessory use(s) may be parked at the rate of the building’s primary use. In cases of uncertainty or ambiguity, the director will determine whether an area is accessory.

* * * *

SECTION 10: If any part of this Ordinance or its application is deemed invalid by a court of competent jurisdiction, the city council intends that such invalidity will not affect the effectiveness of the remaining provisions or applications and, to this end, the provisions of this Ordinance are severable.
SECTION 11: The City Clerk is directed to certify the passage and adoption of this Ordinance; cause it to be entered into the City of El Segundo’s book of original ordinances; make a note of the passage and adoption in the records of this meeting; and, within 15 days after the passage and adoption of this Ordinance, cause it to be published or posted in accordance with California law.

SECTION 12: This Ordinance will become effective on the 31st day following its passage and adoption.

PASSED AND ADOPTED this ___ day of ______, 2018.

Drew Boyles, Mayor

APPROVED AS TO FORM:

Mark D. Hensley, City Attorney

ATTEST:

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

I, Tracy Weaver, City Clerk of the City of El Segundo, California, do hereby certify that the whole number of members of the City Council of said City is five; that the foregoing Ordinance No. _______ was duly introduced by said City Council at a regular meeting held on the ___ day of __________ 2018, and was duly passed and adopted by said City Council, approved and signed by the Mayor, and attested to by the City Clerk, all at a regular meeting of said Council held on the ___ day of __________, 2018, and the same was so passed and adopted by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Tracy Weaver, City Clerk
EL SEGUNDO CITY COUNCIL
AGENDA ITEM STATEMENT

AGENDA DESCRIPTION:
Consideration and possible action to reduce the established facility rental fee for the El Segundo High School Cross Country Invitational Meet to be hosted at the Lakes at El Segundo Golf Course on September 8, 2018, from $1,750 in half to $875 due to the course and driving range closure occurring only for half-day and the agreement that concessions will be operated by The Lakes with revenue generated to offset the reduced facility rental fee (Fiscal Impact: $875)

RECOMMENDED COUNCIL ACTION:
(1) Approve the reduced fee as requested by El Segundo High School Cross Country from $1,750 to $875 for usage of The Lakes facility on September 8, 2018 from 6:00am-1:30pm; and/or,
(2) Alternatively, discuss and take other action related to this item.

ATTACHED SUPPORTING DOCUMENTS:
(1) Letter from Head Coach Marcos Bolanos
(2) Updated Site Plans

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

STRATEGIC PLAN:
Goal: 5B El Segundo approaches its work in a financially strategic and responsible way
Objective: 2 The City will maintain a stable, efficient, and transparent financial environment

ORIGINATED BY: Meredith Petit, Director of Recreation and Parks
REVIEWED BY: Meredith Petit, Director of Recreation and Parks
APPROVED BY: Greg Carpenter, City Manager

BACKGROUND & DISCUSSION:
On May 15, 2018, the City Council approved staff to proceed with permitting a request from El Segundo High School Cross Country to host an invitational meet at The Lakes at El Segundo Golf Course. The event requires the course and driving range to be closed to the general public for a period of time. The City Council discussed and established a facility rental fee of $1,750 to be applied. The genesis of that figure was based upon the average daily revenue generation for the course and range (approximately $3,500) with a 50% discount applied consistent with the fee waiver policy and scorecard method.

Head Coach Marcos Bolanos has been working diligently to pull the event together and has submitted a request for a reduced fee for the following reasons:

1. Being that this is a first-time event, his original projections of attracting 25-30 teams has proven ambitious. Coach Bolanos is now anticipating about 20 teams to participate, which lowers his projected income needed to cover event costs.
2. Because the fee was based off of an entire day of revenue for the course and driving range, Coach Bolanos is requesting that the figure be adjusted to be more aligned with the actual closures that will be taking place for only half-day, from dawn to 1:30pm. The course and range will re-open for regular business and therefore generate some revenue for afternoon and night time use.

3. Coach Bolanos and General Manager of the Lakes, Scott Morgan, have met several times to discuss partnership opportunities. It has been agreed that all concessions will be handled by The Lakes and therefore has some revenue upside given a built-in customer base with runners and spectators. This revenue can potentially be used to offset any further reduction of facility rental fees.

The event is scheduled for Saturday, September 8th. Public Works, Fire and Police Departments have met with the event organizer and Recreation and Parks Staff and indicated their requirements, which are minimal. The event organizer is currently working on an updated parking plan for spectator vehicles and staff continues to assist to ensure the roadways remain safe for vehicular and pedestrian traffic associated with this event.
Date: 7/26/2018
Re: Eagle Cross Country Invitational @ The Lakes

Dear Council members, I would like to ask for the consideration of a reduction in the proposed use fee previous agreed upon. Since we will only be using the golf course for the morning, done by 130pm, I was hoping that the fee could be halved. Since the previous council meeting I have been actively advertising the race. To date I have 18 teams signed up and committed to running, which is great, but falls short of the 25-30 I had hoped for. This will lead to a reduction in anticipated income of approximately $2400-$3000. Given the costs associated with hosting this event, any financial relief would be greatly appreciated.

To help offset the fee adjustment, I have decided to allow the Lakes to handle all concessions for the event. This should more than cover the reduction in fee. I have met with the course manager, Scott Morgan and discussed this. He agreed that the revenue from the food and beverage should be significant.

As to the parking for the event. I have not been able to sway Raytheon or several other businesses to allow us to use parking on the date. With this in mind I have decided to open the parking lot at the Lakes for parking. This should cover a majority of the parking required for the day. I am still in the process of contact other businesses in the surrounding area to see if we can use their locations. I will update the council with more information once I have it. I have attached a revised site plan with parking for the event.

I truly appreciate the city councils willingness to work with the high school to hold an event at the Lakes. This first year will be a learning process for me as I fine tune all the costs associated with the event. A reduction in the proposed fee will give me the ability to still generate a small amount of revenue for the team to use for our travel trip this fall. I truly value your time and consideration with regards to this matter.

Sincerely,

Marcos Bolanos
Head Coach
Cross Country
Track & Field
El Segundo High School
AGENDA DESCRIPTION:
Consideration and possible action to accept a plan, developed by a consultant, to address homelessness in the city. (Fiscal Impact: TBD)

RECOMMENDED COUNCIL ACTION:

1. Approve the plan to address homeless related matters.

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

ATTACHED SUPPORTING DOCUMENTS:
Homelessness Plan

FISCAL IMPACT: $30,000.- (Grant funded)
Amount Budgeted: TBD
Additional Appropriation: NA
Account Number(s): NA

STRATEGIC PLAN:
Goal: 2. Support Community Safety and Preparedness
Objectives: 1. El Segundo has a proactive approach to risk and crime

ORIGINATED BY: Dan Kim, Lieutenant
REVIEWED BY: Bill Whalen, Chief of Police
APPROVED BY: Greg Carpenter, City Manager

BACKGROUND AND DISCUSSION:
Homelessness in the City of El Segundo has been a new challenge that requires involvement by several departments. Those who are homeless often find themselves in a position where they are violating local or state law which creates situations that further exacerbate their predicament. While the overall homeless count in El Segundo is relatively low (25 persons) we have experienced year over year increases. Even when not committing crimes, with a more visible homeless population there are more people calling the police department and asking to have the homeless person checked on. The officers currently lack the plans, resources, or tools to effectively manage these types of calls.
On June 13, 2017, the County of Los Angeles Board of Supervisors (Board) approved Measure H funding allocations in support of the County's Homeless Initiative (HI) strategies to prevent and combat homelessness in the County. The Board also allocated funding for individual cities to develop a plan to address homelessness in their respective cities, in collaboration with the County and its contractors. In October 2017, the City of El Segundo received a grant of $30,000 from Measure H funds to develop a homeless response plan.

Utilizing county funding, the City has hired a consultant, Lois Starr, who has developed a plan to address homelessness in the city utilizing various City Departments. The plan also includes collaboration with regional municipal/county resources and faith based organizations within the community. The plan has numerous goals that include:

- Reduce the incidence of homeless by providing homeless prevention strategies
- Reduce the period of time that families and single persons are homeless
- Assist homeless families and single persons to return quickly to self-sufficiency
- Improve access to services and housing for families and single persons experiencing homelessness or at risk of homelessness
- Enhance coordinated solutions through regional planning

We hope this plan will give us guidance in dealing with homelessness in our community, allow us to better collaborate with other South Bay Cities in what is a regional issue, and put us in a position to receive additional grant funding should that opportunity become available in the future.

**RECOMMENDATION:**
Staff recommends approving the consultant’s plan to address homelessness within the City.
City of El Segundo
Plan to Address Homelessness in Our Community

Planning Context

The City of El Segundo has a population of approximately 16,893, according to the 2016 US Census Bureau estimate. We are in County Service Planning Area 8, which is a subdivision of Los Angeles County used for managing homeless and mental health services, and the Fourth County Supervisorial District, represented by Supervisor Janice Hahn.

At first glance, it is easy to assume that El Segundo doesn’t have a “homeless problem.” In 2016, the Greater Los Angeles Homeless Count\(^1\) identified twenty homeless individuals in El Segundo; in 2017, it was 25. While that snapshot in time provides one version of homelessness in El Segundo, it misses the bigger picture of homelessness, including those who are just passing through our City, typically in warmer months. Also missed in the count are those who are staying with friends or family on a very temporary basis, house-sitting, or staying in motels without a permanent residence, after losing a job, experiencing a sudden rent increase, returning from college, becoming divorced, retiring with an inadequate pension, or fleeing domestic violence.

The South Bay as a whole has experienced a 55% increase in homelessness since 2015, according to the South Bay Coalition to End Homelessness. This means that even though our City doesn’t always see the issue in our streets or parks, as a part of the South Bay community, it impacts us. We have the opportunity to play an important role in connecting individuals experiencing homelessness to those resources in a constructive way.

The County of Los Angeles allocated Measure H funding for cities to create plans to address homelessness in their communities. To do this, El Segundo engaged residents, community organizations, businesses, staff and other stakeholders in a discussion about what the City could do. Many participants felt that the City lacked a standard response to homelessness and creating a process or expectation would be a beneficial step.

The El Segundo Police Department has several officers with specialized training to effectively interact with mentally ill and homeless people, and provides first response to calls about incidents involving homeless people in the City. Over the past year, the El Segundo Police Department has gained skills in managing people who are homeless on the streets of El Segundo, and has developed channels to engage homeless individuals into services leading to a change in their housing status.

\(^1\) The Greater Los Angeles Homeless Count is conducted annually across LA County in an effort to gather pertinent data on the region’s homeless populations. (https://www.theycountwillyou.org/). The County anticipates releasing January 2018 City/Community homeless count data in July 2018.
Through the South Bay Cities Council of Governments (SBCCOG), El Segundo is able to obtain response from People Assisting the Homeless (PATH) and Harbor Interfaith Services, the lead agency for homeless services in Service Planning Area 8. The LA County Library, LA County Beaches and Harbors Department, and El Segundo Unified School District, also devote budgetary and human resources to addressing homelessness. These agencies all participated in the planning process.

Over a two-month period, in March and April, 2018, the City’s consulting team conducted six meetings² with a total of 83 participants, which gave community stakeholders the opportunity to identify problems and solutions relating to homelessness in El Segundo.

Rationale for El Segundo Homeless Plan

In response to the passage of Measure H, which created significant new resources to address homelessness in Los Angeles County, the City of El Segundo seeks to coordinate with other jurisdictions, including the County, and neighboring cities, so that City residents will experience a visible decrease in homelessness in their community. The City recognizes that this will only be accomplished through an active constituency working together, including government, businesses, and the faith community, to tackle the causes of homelessness, and implement solutions.

During the community outreach meetings, members of the El Segundo Police Department, along with other participants, described El Segundo’s homeless population as diverse, with a variety of needs.

- **Chronically homeless individuals** often have a disabbling condition, and have been homeless for a year or more, or have had at least four episodes of homelessness in the past three years. These individuals are well known to patrol officers, outreach workers, businesses, and the faith community, and are often the source of calls received by the El Segundo Police Department. They typically have co-occurring substance use and mental illness, and when services are offered, have been unwilling to begin the process of recovery. Several individuals are long-time, well-known local residents; others are more recent arrivals in El Segundo. California law has strict limits on the extent to which individuals can be required to engage in treatment. The El Segundo Police Department has requested from the County’s Department of Mental Health access to a mental health clinician who can assist the patrol team with assessment and linkages to services for people who are experiencing homelessness in El Segundo with mental health conditions.

- **Recently or situationally homeless people** have lost their housing during the past year for reasons such as losing a job, medical bills, marital breakdown, or a property owner’s decision to go out of the rental business. Most people in this category are local residents

---

² One meeting was held with the El Segundo Police Department, one with business, community, and faith organizations, two with people who are experiencing homelessness, and two meetings were held with outreach workers.
who want to stay in the area for school, job, or community accessibility, and some live in their vehicles. They may be able to benefit from emergency rental assistance or other programs available through Harbor Interfaith or PATH. These individuals may be known to the school district if their children are enrolled in local schools, and may also be known to faith groups that offer laundry and meals to people who are homeless.

- **Transients** often find their way to El Segundo, especially in the summer months, seeking beachside living. Some of these people are youth, and some may be willing to return to their home in another state if resources are available.

- **People at imminent risk of homelessness**, including families, often use services such as laundry, meals, and food pantries offered by the faith community. Intervention with these people prior to homelessness will help prevent additional people from becoming homeless.

The City of El Segundo currently invests significantly in managing homelessness within its jurisdiction. The El Segundo Police Department has several officers who have special training and are primarily assigned to respond to incidents involving people who are homeless. They work with City staff members in Public Works, Code Enforcement, Legal Services, and Parks and Recreation who regularly encounter people who are homeless as part of their duties. Outreach workers from PATH are contracted by the South Bay Cities Council of Governments to respond within 72 hours.

Although there are relatively few homeless people in El Segundo, solutions may be found that allow those who are homeless in the City to stabilize in permanent housing, and the City can work with neighboring cities, and the El Segundo Unified School District to prevent City residents from becoming homeless.

In alignment with the County’s purpose in making planning funds available to cities, the El Segundo Plan to Address Homelessness will:

- Reconfirm that the City’s priority is the safety and wellbeing of its residents, businesses, and visitors.
- Create a framework for collaboration with neighboring cities to meet the need for affordable housing in the South Bay region.
- Offer effective interventions to people who are homeless in El Segundo, with the goal of engaging them in services leading to permanent housing.

The City of El Segundo elected to participate in the Measure H planning process because it sees homelessness as a regional problem, and wants to be part of regional solutions. As a City with a small homeless population, local efforts will focus primarily on public safety, community education, and prevention of homelessness among City residents.
Goals of El Segundo Plan to Address Homelessness

**Goal #1: To ensure resident safety and wellbeing by supporting Police Department, Fire Department, and City staff in responding appropriately, safely, and effectively to persons who are experiencing homelessness in El Segundo.**

**Supporting actions:**
1a. Request the Board of Supervisors to increase the availability of a mental health clinician to collaborate with the El Segundo Police Department on the Mental Evaluation Team (MET).
1b. With staff input, create and disseminate protocols and resource guides for all staff who interact with people experiencing or at risk of homelessness.
1c. Provide comprehensive Mental Health First Aid training to all City staff members who interact with people experiencing or at risk of homelessness.
1d. Involve City staff members in cross-training with service providers, so that they can develop individual relationships with service providers in order to facilitate effective referrals.

**Policy changes:**
- Establish protocols and training standards.
- Identify appropriate staff members or positions.

**Goal measurement:**
- Hold preliminary meetings with Supervisor’s staff in Fall 2018.
- By May 1, 2019, staff protocols and resource guide will be created and disseminated to all City staff who interact with people experiencing or at risk of homelessness.
- By May 1, 2019, at least 10 El Segundo staff members will complete Mental Health First Aid training.
- By May 1, 2019, a cross-training meeting with service providers will be held.

**Goal ownership:**
- El Segundo Police Department

**Timeline:**
- Submit request to Board of Supervisors in Fall 2018.
- Establish staff working group on protocols in Fall 2018.
Goal #2: To help residents and businesses to respond safely and effectively to individuals who are homeless in El Segundo.

Supporting actions:
2a. Offer an individualized safety assessment to businesses and residents to identify ways to deter and prevent crimes. The availability of this service can be announced through business license and utility bill mailings, and on the City website.
2b. With the assistance of the South Bay Coalition to End Homelessness, develop a El Segundo-specific resource card to be distributed to businesses and residents, with simple instructions and contact information for various populations, including when and how to call police, referrals for homeless people seeking services, and where to make donations. Review the resource card quarterly, and update as needed. Distribute the card widely through community groups, business organizations, and faith communities.
2c. Work with the South Bay Coalition to End Homelessness, El Segundo Police Department school resource officers, and homeless patrol unit to develop an educational program that can be presented to service clubs, student groups, and other community gatherings.

Policy changes:
- Seek Measure H funding for staffing, production of resource card, community education efforts, and networking and cross-training events.

Goal measurement:
- By April 1, 2019, the ESPD and South Bay Coalition to End Homelessness will have a community education plan in place, for implementation beginning May 1, 2019.
- By April 1, 2019, a El Segundo-specific resource card will be printed and ready for distribution to City businesses and residents, with the same material posted on the City website.
- The card will be updated at least once each year.

Goal ownership:
- El Segundo Police Department

Timeline:
- Beginning in Fall 2018.

Goal #3: To share responsibility for addressing homelessness with neighboring cities, in order to expand permanent solutions to homelessness.

Supporting actions:
3a. Strengthen the role of the South Bay Cities’ Council of Governments Homeless Task Force to build regional services, including expanded mental health assistance, coordinated law enforcement, identification of shelter resources, and solutions to housing affordability.
3b. Establish a working group with adjacent cities to collaborate on immediate actions, including the possibility of reserving a bed in an existing shelter for use by individuals who have been engaged by ESPD and the police departments of partnering cities.
3c. Work with the South Bay Workforce Investment Board to create and promote job opportunities for persons at risk of homelessness or experiencing homelessness.

Policy changes:
- None

Goal measurement:
- The El Segundo Police Department will provide an annual report on progress toward accomplishing these goals through regional collaboration.

Goal ownership:
- El Segundo Police Department

---

**Goal #4: To support faith groups to effectively help individuals experiencing homelessness in El Segundo.**

Supporting actions:
4a. Increase the effectiveness of faith community groups in supporting individuals they serve in their homeless ministries by strengthening ties between homeless services providers and homeless ministries. This can be accomplished by sponsoring a cross-training event for outreach workers, faith groups and other interested community members. The event will be designed to foster relationships between front-line outreach workers and faith groups interacting directly with the homeless community, so that services can be initiated quickly, personally, and effectively. The South Bay Coalition to End Homeless can assist in organizing this event.
4b. Update list of local homeless ministries annually, and repeat the cross-training event as needed to encourage linkage of faith groups to agencies that can help people who are homeless become housed.

Policy changes:
- None

Goal measurement:
- By June 1, 2019, the City will hold a cross-training class with City staff, El Segundo community groups, faith communities, and outreach workers from community-based organizations.
Goal ownership:
  • El Segundo Police Department.

---

**Goal #5: To reduce homelessness among El Segundo residents.**

Supporting actions:
5a. Engage El Segundo Unified School District, faith organizations, service clubs, and other local organizations in identifying local residents who are at risk of homelessness.
5b. Connect residents to prevention services through non-profit agencies with expertise and funding for homelessness prevention.
5c. Disseminate information about how to reach services through library, City website, schools, faith communities.

Policy changes:
  • None

Goal ownership:
  • El Segundo Police Department
  • Parks and Recreation/Senior Services

Timeline:
  • Call together partners during FY 2018-2019
Goal #6: To improve City response to homelessness by obtaining additional resources to address homelessness in El Segundo, and by creating efficiencies in the use of current resources.

Supporting actions:
6a. Identify and track City resources that are used to address homelessness such as ESPD and Public Works.
6b. Apply for Measure H funds to supplement City funds that are already being used to address homelessness.

Policy changes:
- Direct staff to develop a system for identifying City resources dedicated to solving homelessness.

Goal measurement:
- By January 1, 2019, City will be able to create a report tracking City resources expended to address homelessness.
- During the 2018-2019 fiscal year, the City will evaluate applying for any funding from Measure H that provides resources needed by the City should any become available.

Goal ownership:
- El Segundo Police Department, City Finance Manager

Timeline:
- Begin tracking City resources in July 2018.

Goal #7: To support the availability of regional housing opportunities in the South Bay for populations at risk of homelessness.

Supporting actions:
7a. Work with contiguous cities to identify the need for senior housing for local residents, and collaborate to identify innovative approaches, resources, and locations.
7b. Review the conformance of current City policies to State housing mandates, and adopt any required changes.

Policy changes:
- As required, update City ordinances and plans to conform to state mandates.
Goal Measurement:

- Within state mandated timelines, conform to state mandates.

Goal Ownership:

- Director of Community Development
- Parks and Recreation/Senior Services
Glossary of Terms

ACT Teams (Assertive Community Team) – A client-centered, recovery-oriented mental health service delivery model that has received substantial empirical support for facilitating community living, psychosocial rehabilitation, and recovery for persons who have the most serious mental illnesses, have severe symptoms and impairments, and have not benefited from traditional out-patient programs.

Acuity Scale – A scale used by case managers to assess numbers, and severity of issues, for their clients. Alternatively, the scale can be used by management for balancing the time commitment and caseload of an organization overall.

At-Risk of Homelessness – People who are not homeless, but whose current economic and/or housing situation is precarious or does not meet public health and safety standards.

Affordable Housing – Housing for which the occupant(s) is/are paying no more than 30 percent of his or her income for gross housing costs, including utilities.

Bridge Housing – A housing intervention that provides an interim residence to participants while they work with housing navigators to become document ready and matched with appropriate permanent housing.

Community Development Corporation (CDC) – A developer who is building affordable housing.

Community Development Block Grants (CDBG) – An annual appropriation allocated between states and local jurisdictions that are distributed to ensure decent affordable housing, provide services to the most vulnerable members of a community, and to create jobs through the expansion and retention of businesses.

Case Management – A collaborative and client centered approach to service provision for persons experiencing homelessness. In this approach, a case worker assesses the needs of the client (and potentially their families) and when appropriate, arranges coordinates and advocates for delivery and access to a range of programs and services to address the individual’s needs.

Chronically Homeless – An individual or family that is homeless and resides in a place not meant for human habitation, a safe haven, or in an emergency shelter, and has been homeless and residing in such a place for at least one year or on at least four separate occasions in the last three years. The head of household must have a diagnosable substance use disorder, serious mental illness, developmental disability, post-traumatic stress disorder, brain injury, or chronic physical illness or disability.

Co-location – Refers to the practice of housing services in a single location to improve service access and communication/collaboration between service providers.
Coordinated Entry System (CES) – A process through which the most vulnerable homeless residents of Los Angeles County are matched with the available and appropriate housing resources.

Continuum of Care (CoC) – Term that serves dual purposes in the arena of homeless service delivery. As a service delivery system, a Continuum of Care is an integrated system of care that guides and tracks homeless individuals and families through a comprehensive array of housing & services designed to prevent and end homelessness. As a jurisdictional body, a Continuum of Care is a regional or local planning body that coordinates housing and services funding for homeless families and individuals. The Los Angeles Homeless Services Authority (LAHSA) serves as the CoC for the City and most of the County of Los Angeles. Through its Continuum of Care program the Department of Housing and Urban Development allocates homeless assistance grants to CoCs.

Councils of governments (COGs) – Regional governing and/or coordinating bodies that work together on issues of mutual interest to their constituents.

Diversion/Prevention – Service programs that divert persons who are at imminent risk of losing their housing from entering the homeless system.

Emergency Shelters (Non-Disaster Related) – Temporary shelter and services designed to facilitate homeless individuals and families’ transition from the streets to appropriate housing.

Everyone In – United Way’s campaign focused on ending homelessness across Los Angeles County by providing critical services to those who need it most and helping transition people experiencing long-term homelessness with short-term and permanent housing solutions.

Greater Los Angeles Homeless Count - The Greater Los Angeles Homeless Count gives a snapshot (or a Point-In-Time Count) of homelessness in Los Angeles. It shows us the amount of people experiencing homelessness, the demographics, the distribution across the County, and where they are staying.

Harm Reduction – Similar to Housing First, the Harm Reduction philosophy prioritizes housing stability among persons who have experienced homelessness and who may be facing disabilities.

Home For Good – United Way’s Action Plan to end chronic and veteran homelessness in L.A. County by 2016. The plan was launched in December 2010 by the Business Leader’s Task Force on Homelessness, a partnership of United Way of Greater Los Angeles and the Los Angeles Area Chamber of Commerce.

Homeless – (a) People who are living in a place not meant for human habitation, in emergency or transitional housing, or are exiting an institution where they temporarily resided. (b) People
who are losing their primary nighttime residence, which may include a hotel or a doubled-up situation, within 14 days and lack resources or support to remain in housing. (c) Families with children, or unaccompanied youth, who are unstably housed and likely to continue in that state, defined as no lease or ownership interest in a housing unit in the last 50 days, have had two or more moves in the last 60 days, and who are likely to continue to be unstably housed. (d) People who are fleeing domestic violence, have no other residence, and lack resources to obtain permanent housing.

**Homeless Outreach Mobile Engagement (HOME)** – DMH ‘s HOME provides countywide field-based outreach and engagement services to homeless persons and the mentally ill who live in encampments or other locations where outreach is not provided in a concentrated manner.

**Homeless Management Information System (HMIS)** – Is a local information technology system used to collect client-level data and data on the provision of housing and services to homeless individuals and families and persons at risk of homelessness. Each Continuum of Care is responsible for selecting an HMIS software solution that complies with HUD’s data collection, management, and reporting standards.

**Housing First** – An approach that offers permanent housing as quickly as possible for people experiencing homelessness, particularly for people with long histories of homelessness and co-occurring health challenges, while providing the supportive services people need to keep their housing and avoid returning to homelessness. Income, sobriety and/or participation in treatment or other services are voluntary and are not required as a condition for housing.

**Housing Opportunities for Persons with AIDS (HOPWA)** – provides housing assistance and related supportive services.

**Housing and Urban Development (HUD)** – The United States Department of Housing and Urban Development.

**Integrated Case Management Teams (ICM)** – “refers to a team approach taken to co-ordinate various services for a specific child and/or families through a cohesive and sensible plan. The team should include all service providers who have a role in implementing the plan, and whenever possible, the child or youth’s family”

**Joint Powers Authority (JPA)** – An entity that is established when two or more public agencies by agreement jointly exercise any power common to the contracting agencies.

**Los Angeles Homeless Services Authority (LAHSA) Commission** – The governing body for LAHSA. It is politically appointed, ten-member board with five members selected by the County Board of Supervisors and five members chosen by the Mayor and City Council of Los Angeles. The Commission has the authority to make budgetary, funding, planning, and program policies. For more information visit [https://www.lahsa.org/](https://www.lahsa.org/)
Measure H – The approval of Measure H by L.A County voters will authorize the County to impose a one-quarter percent (0.25%) tax that will generate $355 million annually for services and programs to prevent and combat homelessness. The tax applies to all the cities within the County of Los Angeles and will be in effect for 10 years.

Measure HHH – Assures $1.2 billion over 10 years for construction projects to provide "safe, clean, affordable housing for the homeless and for those in danger of becoming homeless."

Mental Health First Aid – An 8-hour course that teaches how to help someone who is developing a mental health problem or experiencing a mental health crisis.

MET Mental Health Evaluation Team – Often composed of mental health clinicians, outreach workers, and law enforcement representatives they offer mental health assessment, treatment and care to people experiencing homelessness.

Motivational Interviewing – An evidence based practice in working with clients that has proven to be successful. In this approach, the service provider allows the client to direct the change rather than telling the client what they need to do. This approach is about having a conversation about change.

No Wrong Door – A philosophy that helps structure a response to homelessness. Any government agency regularly interacting with the general public is a means of connecting homeless individuals with homeless service providers capable of providing basic care, shelter, and housing. Any interaction between homeless individuals and City employees is an opportunity for meaningful engagement that ultimately results in a homeless person connecting with a care provider or case manager.

Permanent Supportive Housing (PSH) – A housing intervention with indefinite rental assistance and supportive services to assist homeless persons with a disability achieve housing stability.

Point-in-Time (PIT) Count – A count of sheltered and unsheltered homeless persons on a single night in January. HUD requires that Continuums of Care conduct an annual count of homeless persons who are sheltered in emergency shelter, transitional housing, and Safe Havens on a single night. Continuums of Care also must conduct a count of unsheltered homeless persons every other year (odd numbered years). Each count is planned, coordinated, and carried out locally.

Rapid Re-Housing (RRH) – A housing intervention that connects homeless individuals and families (from emergency shelters or the streets) to permanent housing through the provision of time-limited financial assistance and targeted supportive services.

Recovery – A process of change through which individuals improve their health and wellness, live a self-directed life, and strive to reach their full potential.
Safe Parking Program – A program that provides a safe parking environment and supportive services for transitional homeless individuals living in their vehicles for overnight stays. Onsite service providers work with participants to help develop a plan with a final emphasis on permanent housing, employment and training.

Service Planning Area (SPA) – A specific geographic region within Los Angeles County. These distinct regions allow the Los Angeles County Department of Public Health to develop and provide more relevant public health and clinical services targeted to the specific health needs of the residents in these different areas.

Sheltered Homeless – A homeless person that resides in an emergency shelter, including temporary emergency shelters only open during severe weather; or in transitional housing for homeless individuals who originally came from the streets or emergency shelters.

Supportive Services – The supportive services provided in supportive housing are what distinguish supportive housing from other types of affordable housing. To the extent possible, the supportive services available in a supportive housing project should be customized with the needs of the tenants in mind. Supportive housing support services are intended to help ensure housing stability and to maximize each tenant’s ability to live independently.

Transitional Age Youth (TAY) – Young people between the ages of sixteen and twenty-four who are in transition from state custody or foster care and are at-risk of homelessness. Once they turn 18 they can no longer receive assistance from the systems of care that previously provided for many of their needs.

Transitional Housing (TH) – A housing intervention that provides homeless individuals and families with the interim stability and support to successfully move into and maintain permanent housing.

Unsheltered Homeless – A homeless person that resides in a place not meant for human habitation, such as cars, parks, sidewalks, abandoned buildings, or on the street.

The Vulnerability Index Service Prioritization Decision Assistance Tool (VI-SPDAT) – A pre-screening tool for communities that can be conducted to quickly determine whether a client has high, moderate, or low acuity.
EL SEGUNDO CITY COUNCIL
AGENDA ITEM STATEMENT

AGENDA DESCRIPTION:
Consideration and possible action to receive an informational report on the quarterly update for the City Council’s Strategic Work Plan and the Key Performance Indicators (KPIs) for the third quarter of Fiscal Year (FY) 2017-18. (Fiscal Impact: none)

RECOMMENDED COUNCIL ACTION:
1. Receive and file an informational status report on the Strategic Work Plan for FY 2017-18,
2. Receive and file an informational report on KPIs April through June.
3. Alternatively, discuss and take other possible action related to this item.

ATTACHED SUPPORTING DOCUMENTS:
1. Exhibit A – 3rd Quarter FY 2017-18 Strategic Work Plan update
2. Exhibit B - Key Performance Indicator results for 3rd Quarter FY 2017-18
3. Exhibit C – ESPD Performance Metrics (March – May)

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 Mayor and City Council, the City Manager, and City staff worked diligently to update the three-year Strategic Plan for FY 2017-18. The mission, "Provide a great place to live, work and visit," serves as the foundation for the City's five major goals. These goals are:

1. Enhance Customer Service and Engagement;
2. Support Community Safety and Preparedness;
3. Develop as a Choice Employer and Workforce;
4. Develop Quality Infrastructure and Technology; and
This is the third quarter update on the strategic work plan progress and KPIs. The quarterly reporting of the work plan status and reporting on the City-wide key performance indicators is part of the approved strategic plan and falls under the Strategic Goals 1 and 5. Identifying these goals enables the City to align its efforts and resources to accomplish the goals and achieve positive progress for the community of El Segundo. This plan sets the course for the City of El Segundo to ensure the City’s mission is accomplished.

Some key highlights in the third quarter KPI report are:

- Under Goal 4, the number of online transactions by residents and businesses continues to increase compared to the previous quarter, as well as the prior year same quarter; and
- Under Goal 4, the number of pothole repairs and sidewalk repairs has significantly increased compared to the prior quarter.

The three-year Strategic Plan is a living document and should not be considered static by any means. The strategic plan features a framework that can be adjusted based on the current needs of the community. The goals, objectives, activities, and key performance indicators (KPIs) will be reviewed annually and Council can modify these if necessary. Also, on a quarterly basis the City will provide updates on the progress and performance of the work plan and the KPIs. As such, the plan may be modified to ensure that stated goals are aligned with the needs of the community.

The City’s quarterly strategic work plan update includes a status column that delineates whether there is compliance with each activity.

**Green**: Current compliance with stated activity: City is on target to fully implement or has already implemented the stated activity.

**Yellow**: Current non-compliance with stated activity: City activity is not fully implemented as identified in the Strategic Plan but the estimated date to achieve full implementation has been delayed.

**Red**: Current non-compliance and cannot comply with stated activity: City activity is not currently attainable as identified in the Strategic Plan and staff recommends suspending attempts to pursue implementation at this time. This may necessitate a change in the activity in the future.

Some key highlights of the work plan update are:

- Of the 58 work plan items identified, 56 of the items have either already been completed or are underway to be completed. There are two items that will begin to be addressed in FY 2018-19 and completed in 2018-19 or 2019-20:
  - Implement the business center for increased customer service and efficiency; and the use of a third party audit/assessment to ensure process improvements to attract highly qualified applicants

With the development and implementation of the strategic plan, the City of El Segundo reaffirms its commitment to continue to provide exceptional services and programs to its community.


## Exhibit A

### City of El Segundo Strategic Plan 2018 to 2021
**Status Report June 8, 2018**

This document contains all of the goals, objectives and activities in the current strategic plan. The status of each activity is shown. The items highlighted in green are the Priority Activities as determined by the Council in 2017.

<table>
<thead>
<tr>
<th>Goals and Activities</th>
<th>Responsible Department</th>
<th>Activity Completed</th>
<th>Activity Underway</th>
<th>Activity Will Continue into FY 2018-19</th>
<th>Status and Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>GOAL 1: Enhance Customer Service and Engagement</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Goal 1A: El Segundo provides unparalleled service to internal and external customers.</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Priority Activities for FY 2017-18</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>a. Streamline the purchasing policy for business process improvement</td>
<td>Finance</td>
<td>X</td>
<td></td>
<td></td>
<td>New purchasing policy was approved by City Council in December 2017. Next steps are to streamline the contract policy and to implement paperless business processes.</td>
</tr>
<tr>
<td>b. Develop an operations and management plan for the new aquatics center</td>
<td>Parks &amp; Rec</td>
<td></td>
<td>X</td>
<td></td>
<td>Will be completed prior to Aquatics Center opening in September 2018</td>
</tr>
<tr>
<td>c. Implement the business center for increased customer service and efficiency</td>
<td>PB&amp;S</td>
<td></td>
<td>X</td>
<td></td>
<td>Assess during the development of the FY 2018-19 budget</td>
</tr>
<tr>
<td><strong>Other Activities</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>d. Enhance ability to accommodate Citywide teleconference abilities</td>
<td>IS</td>
<td>X</td>
<td></td>
<td></td>
<td>Completed in June 2018 and currently being used by Divisions.</td>
</tr>
<tr>
<td>e. Report research on expanding Library services</td>
<td>Library</td>
<td></td>
<td>X</td>
<td>X</td>
<td>Development of options for expanding Library services in process</td>
</tr>
<tr>
<td>f. Provide GIS software access to basic property information and relevant documents</td>
<td>IS</td>
<td>X</td>
<td>X</td>
<td></td>
<td>Working with Departments to define their ongoing needs</td>
</tr>
<tr>
<td>g. Complete year-long festivities and celebration of the City’s Centennial</td>
<td>Parks &amp; Rec</td>
<td>X</td>
<td></td>
<td></td>
<td>The Arts and Culture Advisory Committee has solicited a call for Artists to commission a Centennial art installation with the remaining Centennial Celebration funds, to be completed in FY 18/19</td>
</tr>
<tr>
<td>h. Identify areas of internal service improvement from Human Resources</td>
<td>HR</td>
<td>X</td>
<td></td>
<td></td>
<td>Consultant proposal being prepared; relates to Goal 3, activity a below</td>
</tr>
</tbody>
</table>
### Goals and Activities

<table>
<thead>
<tr>
<th>Task Description</th>
<th>Responsible Department</th>
<th>Activity Completed</th>
<th>Activity Underway</th>
<th>Activity Will Continue into FY 2018-19</th>
<th>Status and Comments</th>
</tr>
</thead>
</table>
| Amend zoning code in response to emerging issues discovered by staff and customers | PB&S                   |                    |                   | X                                      | Completed in FY 2017/18  
|                                                                                  |                        |                    |                   |                                        | 1 Sign chapter—November 2017  
|                                                                                  |                        |                    |                   |                                        | 2 Service uses in CO zone—June 2018  
|                                                                                  |                        |                    |                   |                                        | 3 Loud and Unruly Gatherings—June 2018  
|                                                                                  |                        |                    |                   |                                        | 4 Accessory Uses in M-1 Zone—August 2018  
|                                                                                  |                        |                    |                   |                                        | 5 Smoky Hollow Specific Plan—September 2018  
|                                                                                  |                        |                    |                   |                                        | 6 Smoky Hollow In-lieu Parking—September 2018  
|                                                                                  |                        |                    |                   |                                        | 7 Building Height Measurement—September 2018  
|                                                                                  |                        |                    |                   |                                        | 8 Site Plan Review Process—September 2018  
|                                                                                  |                        |                    |                   |                                        | Will continue into FY 2018-19  
| **Goal 1B: El Segundo’s engagement with the community ensures excellence**       |                        |                    |                   |                                        |                     |
| **Priority Activities for FY 2017-18**                                           |                        |                    |                   |                                        |                     |
| a. Obtain customer feedback and use it to improve services                       | City Manager           |                    |                   | X                                      | NPS based surveys conducted, results analyzed and action plans being developed; transactional surveys underway; annual surveys to be implemented for residential and businesses  
|                                                                                  |                        |                    |                   |                                        |                     |
| b. Refine the strategic plan and create a short version to use as a communication vehicle | Finance                |                    |                   | X                                      | See Item F below  
|                                                                                  |                        |                    |                   |                                        |                     |
| c. Proactively identify City successes and highlight them to the public          | City Manager           |                    |                   | X                                      | RFP issued and top three vendors are currently under review. Vendor selection will be made by August 20, 2018. Contract negotiation will take place in September, and project kick-off will start in October 2018.  
|                                                                                  |                        |                    |                   |                                        |                     |
| d. Update the website and create a mobile app for full interface with the website| IS                     |                    |                   | X                                      |                     |
|                                                                                  |                        |                    |                   |                                        |                     |
| **Other Activities**                                                             |                        |                    |                   |                                        | Surveys completed; other elements to be initiated; this detail will become part of “a” above in update to strategic plan. Transactional customer surveys will begin in June  
| e. Assess customer satisfaction via                                              | Finance                |                    |                   | X                                      |                     |
|   - Annual resident and business survey                                           |                        |                    |                   |                                        |                     |
|   - Posting service and event questionnaires                                      |                        |                    |                   |                                        |                     |
|   - Personal outreach throughout the year                                         |                        |                    |                   |                                        |                     |
### Goals and Activities

<table>
<thead>
<tr>
<th>Goals and Activities</th>
<th>Responsible Department</th>
<th>Activity Completed</th>
<th>Activity Underway</th>
<th>Activity Will Continue into FY 2018-19</th>
<th>Status and Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>f. Expand and use social media as communication tool</td>
<td>CM</td>
<td></td>
<td>X</td>
<td>X</td>
<td>Developing proposal for communication program for FY 18-19 budget.</td>
</tr>
<tr>
<td><strong>Goal 2: Support Community Safety and Preparedness</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Goal 2A: El Segundo is a safe and prepared city.</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Priority Activities for FY 2017-18</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>a. Remain focused on traffic and pedestrian safety</td>
<td>PW</td>
<td></td>
<td>X</td>
<td>X</td>
<td>Main Street Pedestrian Lighting Project completed; Downtown Traffic Safety Study in process. Report expected in Fall. Bike Sharrow Project for Main, Grand and Nash to be considered in this FY’s CIP. The Police Department expanded their traffic division by one motor officer. In addition to regular enforcement, there were two heavy enforcement days when traffic officers from neighboring jurisdictions assisted ESPD with traffic enforcement.</td>
</tr>
<tr>
<td>b. Implement a new Automated License Place Recognition (ALPR) system</td>
<td>PD</td>
<td></td>
<td>X</td>
<td>X</td>
<td>Pending approval from City of L.A. to place ESPD equipment on City of L.A. property. Will begin installing on locations where City of El Segundo light poles can be used; recommend remove as strategic activity (operational role)</td>
</tr>
<tr>
<td><strong>Other Activities</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>c. Emphasize in-service training to reach a higher level of competency in the area of fire suppression, technical rescue and emergency medical response</td>
<td>Fire</td>
<td></td>
<td>X</td>
<td>X</td>
<td>Meet and where feasible exceed national standards for in-service training and employee development</td>
</tr>
<tr>
<td>d. Establish and maintain a local all-hazard Incident Management Team (IMT)</td>
<td>Fire</td>
<td></td>
<td>X</td>
<td>X</td>
<td>Key IMT position training underway</td>
</tr>
<tr>
<td>e. Grow the community emergency response team program (CERT)</td>
<td>Fire</td>
<td></td>
<td>X</td>
<td>X</td>
<td>New online learning format implemented with an additional 12 community members trained.</td>
</tr>
<tr>
<td>Goals and Activities</td>
<td>Responsible Department</td>
<td>Activity</td>
<td>Activity Will Continue into FY 2018-19</td>
<td>Status and Comments</td>
<td></td>
</tr>
<tr>
<td>-------------------------------------------------------------------------------------</td>
<td>------------------------</td>
<td>----------</td>
<td>----------------------------------------</td>
<td>-------------------------------------------------------------------------------------</td>
<td></td>
</tr>
<tr>
<td>f. Train all staff as disaster service workers</td>
<td>CM/Em. Mgt.</td>
<td>X</td>
<td>X</td>
<td>Initial training complete; position specific training in progress; will train new employees as they are hired; will conduct disaster drill</td>
<td></td>
</tr>
<tr>
<td>g. Ensure ordinances are current with new/emerging risks</td>
<td>Fire</td>
<td>X</td>
<td>X</td>
<td>Earthquake and hazard mitigation plan complete; initiate the accreditation process which includes a standards of response coverage study</td>
<td></td>
</tr>
<tr>
<td>h. Evaluate operational readiness of emergency medical services (EMS) and fire suppression resources</td>
<td></td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Goal 3: Develop as a Choice Employer and Workforce**

**Goal 3A: El Segundo is a City employer of choice and consistently hires for the future.**

**Goal 3B: The El Segundo workforce is inspired, world-class engaged – increasing stability and innovation.**

**Priority Activities for FY 2017-18**

| a. Engage a third-party to conduct a Human Resources assessment to ascertain updates needed to the municipal code, systems and other components | HR                     | X        | HR assessment has begun and will be completed by Sept. 30, 2018 |
| b. Conduct an employee survey (e.g., gauge morale, gather information about employee needs) | HR                     | X        | Survey completed; follow up underway; annual survey planned   |
| c. Focus on employee development and engagement (e.g., develop leadership bench-strength professional development plans, employee evaluations, succession planning) | HR                     | X        | X                                      |
| d. Enhance employee safety and reduce accidents and costs                             | HR/Finance             | X        | Safety prevention programs and employee training being researched |

**Other Activities**

<p>| e. Implement a formal Employee Recognition Program                                      | City Manager           | X        | X                                      | Department Heads to receive input from staff and present options during the FY 2018-19 budget process |
| f. Review online platforms, such as Glassdoor.com, that report on employee satisfaction and salary and benefits | HR                     | X        | X                                      |
| g. Use the 3rd party audit results to ensure process improvements to attract highly qualified applicants | HR                     | X        | <strong>X</strong>                                  | Pending independent assessment of HR |</p>
<table>
<thead>
<tr>
<th>Goals and Activities</th>
<th>Responsible Department</th>
<th>Activity Completed</th>
<th>Activity Underway</th>
<th>Activity Will Continue into FY 2018-19</th>
<th>Status and Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Goal 4: Develop Quality Infrastructure and Technology</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Recommend: Add “and Maintain” Recommend this Goal be divided into two Goals (one for infrastructure and one for technology)</td>
</tr>
<tr>
<td><strong>Goal 4A: El Segundo’s physical infrastructure supports an appealing, safe and effective community.</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Priority Activities for FY 2017-18</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>a. Develop a plan to utilize increased transportation funding</td>
<td>PW</td>
<td>X</td>
<td>X</td>
<td></td>
<td>In process as part of the development of the multi-year CIP</td>
</tr>
<tr>
<td><strong>Other Activities</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>c. Regularly assess Citywide facility needs meet safety standards and best practices</td>
<td>PW</td>
<td>X</td>
<td>X</td>
<td></td>
<td>Done by staff each day to ensure a safe user environment. FCA will highlight deficiencies that need to be corrected.</td>
</tr>
<tr>
<td>d. Identify funding and commitment to future infrastructure needs</td>
<td>PW</td>
<td>X</td>
<td>X</td>
<td></td>
<td>New Multi-Year CIP will assist with this process.</td>
</tr>
<tr>
<td>e. Develop and deliver the Citywide CIP program</td>
<td>PW</td>
<td></td>
<td></td>
<td></td>
<td>Completed each and every year.</td>
</tr>
<tr>
<td><strong>Goal 4B: El Segundo’s technology supports effective, efficient and proactive operations</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Priority Activities for FY 2017-18</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>a. Successfully implement new technology as prioritized in the Technology Master Plan</td>
<td>IS</td>
<td>X</td>
<td>X</td>
<td></td>
<td>21 priority projects have been identified to be fully implemented in FY 18-19; some projects are in-progress and others are pending start. All 21 will be completed within the 2019 budget year.</td>
</tr>
<tr>
<td><strong>Other Activities</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>b. Use the full potential of software</td>
<td>IS</td>
<td>X</td>
<td>X</td>
<td></td>
<td>Development of metrics to baseline and track software usage is in process</td>
</tr>
<tr>
<td>c. Each department will set paperless goals</td>
<td>IS</td>
<td></td>
<td></td>
<td></td>
<td>Currently working with Departments to identify stretch goals to reduce paper and automate processes. Wi-Fi has been installed in some facilities; this is an ongoing project as we include new facilities or areas, additional funding will be required.</td>
</tr>
<tr>
<td>d. Install Wi-Fi in all critical City facilities</td>
<td>IS</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Goal 5: Champion Economic Development and Fiscal Sustainability</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Goals and Activities</td>
<td>Responsible Department</td>
<td>Activity Completed</td>
<td>Activity Underway</td>
<td>Activity Will Continue into FY 2018-19</td>
<td>Status and Comments</td>
</tr>
<tr>
<td>-----------------------------------------------------------------------------------</td>
<td>------------------------</td>
<td>--------------------</td>
<td>-------------------</td>
<td>----------------------------------------</td>
<td>-----------------------------------------------------------------------------------</td>
</tr>
<tr>
<td><strong>Goal SA: El Segundo promotes community engagement and economic vitality</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Priority Activities for FY 2017-18</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>a. Downtown improvements</td>
<td>Ec. Dev. Manager &amp;</td>
<td></td>
<td>X</td>
<td>X</td>
<td>Beautification projects are complete or underway and scheduled to be complete in 2018/19</td>
</tr>
<tr>
<td>i. Implement downtown beautification</td>
<td>Downtown Sub-committee</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>ii. Develop a vision for the downtown</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>iii. Promote the downtown and create a funding source for marketing the downtown</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>b. Complete the economic development strategic plan and implement its goals</td>
<td>Ec. Dev. Manager</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>Plan is complete; implementation is underway</td>
</tr>
<tr>
<td>c. Begin the General Plan update (or determine if this is a good expenditure of</td>
<td>P&amp;BS</td>
<td></td>
<td></td>
<td></td>
<td>Will revisit for FY 19/20 Budget year.</td>
</tr>
<tr>
<td>funds)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>d. Implement the accessory dwelling unit ordinance</td>
<td>P&amp;BS</td>
<td>X</td>
<td></td>
<td>X</td>
<td>Adopted ADU Ordinance.</td>
</tr>
<tr>
<td>e. Advocate for City concerns regarding impacts of LAX expansion</td>
<td>City Manager</td>
<td>X</td>
<td></td>
<td>X</td>
<td>On-going</td>
</tr>
<tr>
<td>f. Determine future of The Lakes Golf Course</td>
<td>Rec &amp; Park</td>
<td>X</td>
<td></td>
<td>X</td>
<td>Nine proposals received; evaluation underway with anticipated selection by end of FY 17/18</td>
</tr>
<tr>
<td><strong>Other Activities</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>g. Promote business attraction and industry diversification</td>
<td>Ec. Dev.</td>
<td>X</td>
<td></td>
<td>X</td>
<td>Ongoing business attraction marketing and outreach.</td>
</tr>
<tr>
<td>h. Retain businesses through proactive outreach</td>
<td>Ec. Dev.</td>
<td>X</td>
<td></td>
<td>X</td>
<td>Developing Mayor’s CEO Roundtable Program. Working with EDAC Business Retention</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Committee to schedule visits.</td>
</tr>
<tr>
<td>i. Enhance new business attraction, marketing and branding efforts through public</td>
<td>Ec. Dev.</td>
<td>X</td>
<td></td>
<td>X</td>
<td>Development of two new websites underway (ElSegundoBusiness.com, and</td>
</tr>
<tr>
<td>relations and advertising</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>DestinationElSegundo.com). Will be complete 9/10/18.</td>
</tr>
<tr>
<td>j. Launch hospitality and tourism marketing program</td>
<td>Ec. Dev.</td>
<td>X</td>
<td></td>
<td>X</td>
<td>Hospitality &amp; Tourism, R&amp;D, and communication strategy complete. Implementation of communications plan in FY 18/19.</td>
</tr>
<tr>
<td><strong>Goal SB: El Segundo approaches its work in a financially strategic and responsible way.</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Priority Activities for FY 2017-18</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Goals and Activities</strong></td>
<td><strong>Responsible Department</strong></td>
<td><strong>Activity Completed</strong></td>
<td><strong>Activity Underway</strong></td>
<td><strong>Activity Will Continue into FY 2018-19</strong></td>
<td><strong>Status and Comments</strong></td>
</tr>
<tr>
<td>-------------------------</td>
<td>---------------------------</td>
<td>-----------------------</td>
<td>----------------------</td>
<td>------------------------------------------</td>
<td>-------------------------</td>
</tr>
<tr>
<td>a. Address pension liability</td>
<td>Finance</td>
<td>X</td>
<td></td>
<td>X</td>
<td>City Council has approved actions that have saved the City ~$5.4 million over the next 25-30 years. This is a priority activity that will be continuously monitored.</td>
</tr>
<tr>
<td>b. Assess trash services, the current residential contract and determine how to pay for it</td>
<td>PW</td>
<td>X</td>
<td>X</td>
<td></td>
<td>RFP and Prop 218 process underway.</td>
</tr>
<tr>
<td>c. Develop options for increased revenue for operations and infrastructure</td>
<td>Finance</td>
<td>X</td>
<td></td>
<td>X</td>
<td>Measure C passed, City-wide fee study complete, staff continues to research further options</td>
</tr>
<tr>
<td>d. Conduct a waters and sewer rate study</td>
<td>Finance</td>
<td>X</td>
<td>X</td>
<td></td>
<td>RFP to be issued in FY 2017-18</td>
</tr>
<tr>
<td>e. Research insurance options (liability and workers' compensation)</td>
<td>Finance</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Other Activities</strong></td>
<td><strong>Responsible Department</strong></td>
<td><strong>Activity Completed</strong></td>
<td><strong>Activity Underway</strong></td>
<td><strong>Status and Comments</strong></td>
<td></td>
</tr>
<tr>
<td>f. Develop revenue streams and reserve fund to keep infrastructure advancing</td>
<td>Finance</td>
<td>X</td>
<td>X</td>
<td>Passage of Measure M and SB1 have created new revenue streams dedicated to improving infrastructure</td>
<td></td>
</tr>
<tr>
<td>g. Develop a comprehensive master fee schedule and cost recovery policy to support City needs</td>
<td>Finance</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>h. Review financial policies (annually)</td>
<td>Finance</td>
<td>X</td>
<td></td>
<td>Current policy of 20% General Fund reserve and $2M Economic Uncertainty Fund balance</td>
<td></td>
</tr>
<tr>
<td>i. Present quarterly financial status report to community and Council</td>
<td>Finance</td>
<td>X</td>
<td>X</td>
<td>Continuous</td>
<td></td>
</tr>
</tbody>
</table>
Enhance Customer Service and Engagement

Goal 1a: El Segundo provides unparalleled service to internal and external customers

Objectives

I. City operations are unified and integrated.
II. City services are convenient, efficient and user-friendly for all residents, businesses, and visitors.

KPIs

Average workdays to process plan check reviews & the number of plan checks (P&B)

![Chart showing monthly average number of plan checks and review days]
Key Performance Indicators for FY 17-18
3rd Quarter (Apr - June 2018)

Average workdays to process film permits & the number of film permits per FTE (Finance)

<table>
<thead>
<tr>
<th>Monthly Average</th>
<th>FY17-18 Q2</th>
<th>Prior FY Q3</th>
<th>Previous Quarter</th>
</tr>
</thead>
<tbody>
<tr>
<td>17 Permits for an average of 8-10 days turnaround</td>
<td>5 permits reviewed for an average of 60 hours turnaround</td>
<td>12 Permits for an average of 8-10 days turnaround</td>
<td></td>
</tr>
</tbody>
</table>

Turnaround time to process all City contracts & the number of contracts processed per FTE (City Clerk)

<table>
<thead>
<tr>
<th>Monthly Average</th>
<th>FY17-18 Q2</th>
<th>Prior FY Q2</th>
<th>Previous Quarter</th>
</tr>
</thead>
<tbody>
<tr>
<td>7.9 days/20.7 agreements/.75 FTE*</td>
<td>5.6 days/22.3 agreements/.75 FTE</td>
<td>6.5 Days / 24 agreements/.75 FTE</td>
<td></td>
</tr>
</tbody>
</table>

*Insurance requirements not being met

Enhance Customer Service and Engagement

Goal 1b: El Segundo's engagement with the community ensures excellence

Objectives

I. The City is transparent regarding services and performance
II. The City engages in regular, intentional information gathering
III. City communication is comprehensive and integrated

KPIs

Number of new Library card holders, users attending programs offered, number of programs, number of library visitors (Library)

<table>
<thead>
<tr>
<th>Monthly Avg. # (Library)</th>
<th>FY17-18 / 3rd Quarter</th>
<th>Previous Quarter</th>
</tr>
</thead>
<tbody>
<tr>
<td>Avg. # of new Card Holders</td>
<td>226</td>
<td>224</td>
</tr>
<tr>
<td>Avg. # of Visitors</td>
<td>13,966</td>
<td>13,746</td>
</tr>
<tr>
<td>Avg. # of Circulations of materials</td>
<td>12,746</td>
<td>13,366</td>
</tr>
<tr>
<td>Avg. # of Attendance of programs</td>
<td>395</td>
<td>403</td>
</tr>
</tbody>
</table>
### Enrollment in programs offered and event attendance (Rec/Park)

#### FY17-18 Q3 Results

<table>
<thead>
<tr>
<th></th>
<th>Q3 17-18</th>
<th>Last Q</th>
<th>6</th>
<th>Q3 17-18</th>
<th>Last Q</th>
<th>Q3 17-18</th>
<th>Last Q</th>
</tr>
</thead>
<tbody>
<tr>
<td>Class Enrollment</td>
<td>1,152</td>
<td>1,163</td>
<td>1,630</td>
<td>1,190</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Special Events</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Home Delivered Meals</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

#### Aquatics Program (Direct Program Costs Only)

<table>
<thead>
<tr>
<th></th>
<th>Q3 17-18</th>
<th>Last Q</th>
<th>Q3 17-18 (per attendee)</th>
<th>Last Q (per attendee)</th>
<th>Q3 17-18</th>
<th>Last Q</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lap Swim</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Attendees</td>
<td>2,229</td>
<td>1,468</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cost</td>
<td>$1.64</td>
<td>$6.11</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Cost</td>
<td>$13,571.56</td>
<td>$8,909.48</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th>Q3 17-18</th>
<th>Last Q</th>
<th>Q3 17-18 (per attendee)</th>
<th>Last Q (per attendee)</th>
<th>Q3 17-18</th>
<th>Last Q</th>
</tr>
</thead>
<tbody>
<tr>
<td>Swimnastics</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Attendees</td>
<td>484</td>
<td>345</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cost</td>
<td>$2.93</td>
<td>$0.64</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Cost</td>
<td>$1,418.12</td>
<td>$220.80</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th>Q3 17-18</th>
<th>Last Q</th>
<th>Q3 17-18 (per attendee)</th>
<th>Last Q (per attendee)</th>
<th>Q3 17-18</th>
<th>Last Q</th>
</tr>
</thead>
<tbody>
<tr>
<td>Recreation Swim</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Attendees</td>
<td>1,643</td>
<td>678</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cost</td>
<td>$1.64</td>
<td>$2.46</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Cost</td>
<td>$2,694.52</td>
<td>$1,667.88</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
### Key Performance Indicators for FY 17-18
3rd Quarter (Apr - June 2018)

**Transportation Services (Direct Program Costs Only)**

<table>
<thead>
<tr>
<th>Service</th>
<th>Riders (Q3 17-18)</th>
<th>Riders (Last Q)</th>
<th>Cost (Q3 17-18 per rider)</th>
<th>Cost (Last Q per rider)</th>
<th>Total Cost (Q3 17-18)</th>
<th>Total Cost (Last Q)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Dial-A-Ride</strong></td>
<td>1,060</td>
<td>1,378</td>
<td>$10.10</td>
<td>$8.98</td>
<td>$10,704.00</td>
<td>$12,374.44</td>
</tr>
<tr>
<td><strong>Lunchtime Shuttle</strong></td>
<td>933</td>
<td>965</td>
<td>$6.36</td>
<td>$7.10</td>
<td>$5,924.56</td>
<td>$6,861.80</td>
</tr>
<tr>
<td><strong>Doctor Dial-A-Ride</strong></td>
<td>20</td>
<td>46</td>
<td>$57.52</td>
<td>$41.13</td>
<td>$1,610.56</td>
<td>$1,891.98</td>
</tr>
</tbody>
</table>
Support Community Safety and Preparedness

Goal 2: El Segundo is a safe and prepared city

Objectives

I. The City has a proactive approach to public safety, preparedness and crime that is outcome focused
II. The City participates in proactive communication and community engagement

KPIs

- Monthly report on Crime Statistics (P.D.)

  Reported Monthly

Monthly report on Priority 1 response times (P.D.)

<table>
<thead>
<tr>
<th>Benchmark</th>
<th>Monthly Average</th>
</tr>
</thead>
<tbody>
<tr>
<td>All RCC Agencies</td>
<td>FY17-18 Q3 (Mar-May)</td>
</tr>
<tr>
<td>1971 calls</td>
<td>151 Calls</td>
</tr>
<tr>
<td>Response Time</td>
<td>Response Time</td>
</tr>
<tr>
<td>5 Min 26 Sec</td>
<td>4 min 2 Sec</td>
</tr>
</tbody>
</table>

- 85% of City Staff (non-first responders) have attended one Disaster Worker Training per year

- Number of Fire Dept. in-service training hours per employee compared to national average

<table>
<thead>
<tr>
<th>Benchmark</th>
<th>Monthly Average</th>
</tr>
</thead>
<tbody>
<tr>
<td>National Average</td>
<td>FY17-18 Q3</td>
</tr>
<tr>
<td>2.50 hours /shift/employee</td>
<td>2.50 hours /shift/employee</td>
</tr>
<tr>
<td>n/a</td>
<td>2.50 hours</td>
</tr>
</tbody>
</table>

- Average total response time for Fire & EMS calls (FD)

<table>
<thead>
<tr>
<th></th>
<th>Monthly Avg. Time Dispatch to Arrive on Scene</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>FY17-18 Q3</td>
</tr>
<tr>
<td>EMS Calls</td>
<td></td>
</tr>
<tr>
<td></td>
<td>4 min 12 sec</td>
</tr>
<tr>
<td>Fire Calls</td>
<td></td>
</tr>
<tr>
<td></td>
<td>5 min 54 sec</td>
</tr>
</tbody>
</table>

- Number of CERT training courses conducted annually (goal of six courses) (F.D.)
Key Performance Indicators for FY 17-18
3rd Quarter (Apr. - June 2018)

<table>
<thead>
<tr>
<th>Number of CERT training courses conducted annually</th>
<th>Members trained this quarter</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>12</td>
</tr>
</tbody>
</table>
Key Performance Indicators for FY 17-18
2nd Quarter (Jan - March 2018)

Develop as a Choice Employer and Work Force

Goal 3a 
El Segundo is a City employer of choice and consistently hires for the future appealing to a workforce that is inspired, world class, and engaged.

Objectives
I. The City has a strong culture of customer service, employee retention, and internal feedback
II. The City provides a competitive environment and nimble hiring/on-boarding process for its employees
III. The City has a comprehensive, intentional plan for staff development, training and succession
IV. The City has a culture of innovation, trust and efficiency in which all aboard rise together

KPIs

Average time to fill recruitments

<table>
<thead>
<tr>
<th></th>
<th>Full-time Recruitments</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>FY17-18 Q2</td>
<td>Prior FY Q2</td>
</tr>
<tr>
<td>6 FTE</td>
<td>18 FTE</td>
<td>7 FTE</td>
</tr>
<tr>
<td>Average days per Recruitments</td>
<td>162 days</td>
<td>86 days</td>
</tr>
</tbody>
</table>

Quarterly Employee turnover (H.R.)

<table>
<thead>
<tr>
<th></th>
<th>Total Employee Turnover per Quarter</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>FY17-18 Q2</td>
</tr>
<tr>
<td>6 FTEs</td>
<td>1 FTEs</td>
</tr>
<tr>
<td>10 PTEs</td>
<td>3 PTEs</td>
</tr>
</tbody>
</table>

Number of vacancies (H.R.)

<table>
<thead>
<tr>
<th></th>
<th>Monthly Average Vacancies</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>FY17-18 Q2</td>
</tr>
<tr>
<td>28 vacancies/ month</td>
<td>36 vacancies/ month</td>
</tr>
</tbody>
</table>

*15 of the 28 vacancies are in process

Employee satisfaction surveys (H.R.)

Employee Survey completed; 78% participation, Action planning to follow

Number of internal promotions (H.R.)

<table>
<thead>
<tr>
<th></th>
<th>Total Internal Promotions per Quarter</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>FY17-18 Q2</td>
</tr>
<tr>
<td></td>
<td>2</td>
</tr>
</tbody>
</table>
Key Performance Indicators for FY 17-18
3rd Quarter (Apr - June 2018)

Develop Quality Infrastructure & Technology

Goal 4a  El Segundo's physical infrastructure supports an appealing, safe, and effective Community.

Objectives

I.  The City optimizes its physical resources.

KPIs

Quarterly report on status of capital improvement plan implementation (PW)

Monthly report on number of pothole repairs and sidewalk repairs completed (PW)

Monthly Average of Repairs

<table>
<thead>
<tr>
<th></th>
<th>143</th>
<th>124</th>
<th>43</th>
<th>10</th>
<th>8</th>
<th>4.3</th>
<th>0.3</th>
</tr>
</thead>
<tbody>
<tr>
<td>Potholes</td>
<td>111</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sidewalk Grinding/AC Repairs</td>
<td>124</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Skim Patches</td>
<td>43</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>AC R&amp;Rs</td>
<td>10</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Previous Quarter</td>
<td>8</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Develop Quality Infrastructure & Technology

Goal 4b  El Segundo's technology supports effective, efficient, and proactive operations.

Objectives

I.  The City has an integrated focus on technology

II.  The City has an effective structure to meet the technology needs of the City and its constituents

III.  The City invests in systems as necessary in order to add citizen value, provide access to information that is easily available, engage residents in civic participation, and provide mass notification

KPIs

Quarterly Status update of IS master plan implementation (IS)

Under Technology Committee review

Number of online transactions conducted from residents, businesses and employees (City-wide/Finance to report)

<table>
<thead>
<tr>
<th>Monthly Average</th>
</tr>
</thead>
<tbody>
<tr>
<td>Water Bills - Online Payments</td>
</tr>
<tr>
<td>FY17-18 Q3</td>
</tr>
<tr>
<td>457</td>
</tr>
</tbody>
</table>
Key Performance Indicators for FY 17-18
3rd Quarter (Apr - June 2018)

<table>
<thead>
<tr>
<th>Quarterly Totals</th>
</tr>
</thead>
<tbody>
<tr>
<td>Business License - Online Payments</td>
</tr>
<tr>
<td>FY17-18 Q3</td>
</tr>
<tr>
<td>--------------</td>
</tr>
<tr>
<td>268</td>
</tr>
</tbody>
</table>

Monthly reporting of Total IS tickets, closed tickets, and hours spent resolving tickets

Monthly Average Information Systems Services

- Tickets issued: FY17-18 / 3rd Quarter = 295, Previous Quarter = 294
- Tickets closed: FY17-18 / 3rd Quarter = 263, Previous Quarter = 277
- Hours spent: FY17-18 / 3rd Quarter = 246, Previous Quarter = 334
Champion Economic Development & Fiscal Sustainability

Goal 5a El Segundo’s technology supports effective, efficient and proactive operations

Objectives

I. 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

KPIs

Tracking of economic indicators and tax revenue annually (Econ Dev)

<table>
<thead>
<tr>
<th>General Economic Indicators</th>
<th>Q3 FY 2017-18</th>
<th>Q3 FY 2016-17</th>
</tr>
</thead>
<tbody>
<tr>
<td>Direct Lease Rate PSF/MTH*</td>
<td>$3.71</td>
<td>$3.26</td>
</tr>
<tr>
<td>Direct Vacancy Rate*</td>
<td>15.3%</td>
<td>10.7%</td>
</tr>
<tr>
<td>Number of New Business Licenses</td>
<td>73</td>
<td>68</td>
</tr>
<tr>
<td>Number of New Jobs/Employees (Associated with New Business Licenses, does not include expansions)</td>
<td>340</td>
<td>516</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>City Estimated Revenues</th>
<th>Q3 FY 2017-18</th>
<th>Q3 FY 2016-17</th>
</tr>
</thead>
<tbody>
<tr>
<td>Plan Check Fees (3808)</td>
<td>529,465</td>
<td>498,977</td>
</tr>
<tr>
<td>Sales and Use Tax Revenue (3201 + 3208)</td>
<td>1,706,842</td>
<td>2,728,521</td>
</tr>
<tr>
<td>Total Business License Revenue (3301 - 3307)</td>
<td>278,079</td>
<td>289,527</td>
</tr>
<tr>
<td>Transient Occupancy Tax Revenue (3203)</td>
<td>2,259,365</td>
<td>2,778,877</td>
</tr>
<tr>
<td>Permit Fees</td>
<td>613,165</td>
<td>259,023</td>
</tr>
<tr>
<td>Total of Items Listed Above</td>
<td>5,386,916</td>
<td>6,554,925</td>
</tr>
<tr>
<td>Total Revenues General Fund (FY17-18 Year-to-Q2)</td>
<td>18,613,460</td>
<td>54,244,577</td>
</tr>
</tbody>
</table>

*Source: CBRE South Bay Office Market Overview, Q1 2018

Business retention/attraction/satisfaction surveys (Econ Dev - to develop retention survey)

Completed annual survey during Q1 FY 2017-18 - NPS score of 32 for business survey

Champion Economic Development & Fiscal Sustainability

Goal 5b El Segundo approaches its work in a financially strategic and responsible way

Objectives

I. The City will maintain a structurally balanced budget with appropriate reserve levels

II. The City will maintain a stable, efficient, and transparent financial environment

KPIs

Quarterly status report to City Council on the strategic work plan progress (Finance)

3rd Quarterly report presented to City Council on August 7th

Quarterly investment policy compliance (Treasury)

Fully in Compliance
# ESPD Performance Metrics

## Monthly Report - March 2018

<table>
<thead>
<tr>
<th>CRIME TYPE</th>
<th># of Crimes El Segundo</th>
<th>Percent Change (YTD)</th>
<th>% Change (YTD)</th>
<th>% Change (YTD)</th>
<th>% Change (YTD)</th>
<th>% Change (YTD)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>El Segundo</td>
<td></td>
<td>MtnCh</td>
<td>HBCh</td>
<td>Gar</td>
<td>Haw</td>
</tr>
<tr>
<td>Homicide</td>
<td>0</td>
<td>0%</td>
<td>0%</td>
<td>0%</td>
<td>0%</td>
<td>500%</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>4</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>300%</td>
</tr>
<tr>
<td>Rape</td>
<td>0</td>
<td>-100%</td>
<td>0%</td>
<td>-50%</td>
<td>0%</td>
<td>-40%</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>2</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>60%</td>
</tr>
<tr>
<td>Robbery</td>
<td>1</td>
<td>20%</td>
<td>5%</td>
<td>-18%</td>
<td>-100%</td>
<td>-10%</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>20</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>-25%</td>
</tr>
<tr>
<td>Aggravated Assault</td>
<td>2</td>
<td>20%</td>
<td>3%</td>
<td>400%</td>
<td>0%</td>
<td>-33%</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>14</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>7%</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>27</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>29%</td>
</tr>
<tr>
<td>TOTAL VIOLENT CRIMES</td>
<td>3</td>
<td>-25%</td>
<td>8%</td>
<td>100%</td>
<td>0%</td>
<td>-100%</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>27</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>50%</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>53</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>18%</td>
</tr>
<tr>
<td>Burglary</td>
<td>21</td>
<td>0%</td>
<td>9%</td>
<td>-41%</td>
<td>3%</td>
<td>-15%</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>24</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>-39%</td>
</tr>
<tr>
<td>Theft / Larceny</td>
<td>35</td>
<td>24%</td>
<td>48%</td>
<td>-11%</td>
<td>24%</td>
<td>-26%</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>61</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>2%</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>86</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>-23%</td>
</tr>
<tr>
<td>Vehicle Theft</td>
<td>4</td>
<td>-27%</td>
<td>3%</td>
<td>-44%</td>
<td>-56%</td>
<td>26</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>12%</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>32</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>-49%</td>
</tr>
<tr>
<td>Arson</td>
<td>0</td>
<td>0%</td>
<td>0%</td>
<td>-100%</td>
<td>-100%</td>
<td>0%</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>0</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>-50%</td>
</tr>
<tr>
<td>TOTAL PROPERTY CRIMES</td>
<td>61</td>
<td>-6%</td>
<td>60%</td>
<td>15%</td>
<td>37%</td>
<td>16%</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>119</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>19%</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>142</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>9%</td>
</tr>
<tr>
<td>TOTAL PART 1 CRIMES</td>
<td>64</td>
<td>-7%</td>
<td>68%</td>
<td>21%</td>
<td>37%</td>
<td>16%</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>146</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>24%</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>195</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>11%</td>
</tr>
</tbody>
</table>

## PRIORITY TYPE

<table>
<thead>
<tr>
<th>PRIORITY TYPE</th>
<th># of Calls El Segundo</th>
<th>Response Times (Dispatch to On-scene)</th>
<th>All RCC Agencies – # of Calls / Response Times (Dispatch to On-scene)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Priority E</td>
<td>2</td>
<td>3:13</td>
<td>68 calls / 4:48 minutes</td>
</tr>
<tr>
<td>Priority 1</td>
<td>130</td>
<td>4:14</td>
<td>1,797 calls / 5:27 minutes</td>
</tr>
<tr>
<td>Total</td>
<td>132</td>
<td>4:13</td>
<td>1,885 calls / 5:25 minutes</td>
</tr>
</tbody>
</table>

## POSITION

- **RECRUITMENT & HIRING**
  - **Entry - Police Officer**: Police officer written test at Western Oregon University on 3-6-16 & 3-9-16, 5 took the test 3-passed. Oral interview and physical agility are in May.
  - **Pre-Service / Lateral**: Perez and Davila (CHP-pre-service) in backgrounds. They both passed the Captain's oral on 3-29-18.
  - **Police Service Officer**: PSO Oral exam on 3-21-18, Garcia and Munoz. Munoz passed her 2nd oral exam; her background packet is due 4-23-18. She is the last name on the list.
  - **Police Assistant**: Hodgkinson withdrew. We will be retesting, waiting on HR to re-test.
  - **Police Cadet**: 6 candidates in backgrounds (Wible, Mendoza, Heredia, Caliz, Pena and Greve).
  - **Crime Scene Inv.**: No position available.

## DATE

- **3/1**: Social Media team attended a Marketing and Social Media Conference
- **3/5/2018**: Department co-hosted Critical Incident Response Course with CA Peace Officers' Assoc.
- **3/6/2018**: Recruiting Team travelled to Western Oregon College to test and recruit entry officer positions.
- **3/12/2018**: Staff sampled and tested several on-line scheduling software products for implementation.
- **3/13**: Staff attended an Officer of the Year ceremony in Westchester to select Ofc. Darringer as OTY
- **3/14**: Command Staff met with new area reporter from the Daily Breeze to Introduce staff.
- **3/23**: Staff met with clergy at St. John's Lutheran Church

P: SUPER: ESPD MONTHLY METRICS
# ESPD Performance Metrics

## Monthly Report - April 2018

<table>
<thead>
<tr>
<th>CRIME TYPE</th>
<th># of Crimes</th>
<th>Percent Change (YTD)</th>
<th>MLBch</th>
<th>Hlbch</th>
<th>Gar</th>
<th>% Change (YTD)</th>
<th>HYw</th>
</tr>
</thead>
<tbody>
<tr>
<td>Homicide</td>
<td>0</td>
<td>0%</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0%</td>
<td>0</td>
</tr>
<tr>
<td>Rape</td>
<td>0</td>
<td>-100%</td>
<td>2</td>
<td>50%</td>
<td>0</td>
<td>2%</td>
<td>4</td>
</tr>
<tr>
<td>Robbery</td>
<td>2</td>
<td>14%</td>
<td>0</td>
<td>-31%</td>
<td>0</td>
<td>17%</td>
<td>6</td>
</tr>
<tr>
<td>Aggravated Assault</td>
<td>1</td>
<td>0%</td>
<td>0</td>
<td>233%</td>
<td>1</td>
<td>11%</td>
<td>21</td>
</tr>
<tr>
<td>TOTAL VIOLENT CRIMES</td>
<td>3</td>
<td>6%</td>
<td>2</td>
<td>22%</td>
<td>1</td>
<td>30%</td>
<td>51</td>
</tr>
<tr>
<td>Burglary</td>
<td>24</td>
<td>12%</td>
<td>11</td>
<td>49%</td>
<td>19</td>
<td>3%</td>
<td>31</td>
</tr>
<tr>
<td>Theft / Larceny</td>
<td>27</td>
<td>12%</td>
<td>57</td>
<td>-4%</td>
<td>24</td>
<td>-26%</td>
<td>65</td>
</tr>
<tr>
<td>Vehicle Theft</td>
<td>3</td>
<td>-46%</td>
<td>3</td>
<td>-48%</td>
<td>3</td>
<td>-55%</td>
<td>23</td>
</tr>
<tr>
<td>Arson</td>
<td>0</td>
<td>0%</td>
<td>0</td>
<td>-100%</td>
<td>0</td>
<td>0%</td>
<td>1</td>
</tr>
<tr>
<td>TOTAL PROPERTY CRIMES</td>
<td>54</td>
<td>3%</td>
<td>71</td>
<td>-17%</td>
<td>46</td>
<td>-17%</td>
<td>123</td>
</tr>
<tr>
<td>TOTAL PART 1 CRIMES</td>
<td>57</td>
<td>3%</td>
<td>73</td>
<td>-15%</td>
<td>47</td>
<td>-19%</td>
<td>153</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>PRIORITY TYPE</th>
<th># of Calls</th>
<th>Response Times (Dispatch to Onscene)</th>
<th>All RCC Agencies – # of Calls / Response Times (Dispatch to On-scene)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Priority E</td>
<td>2</td>
<td>2:47</td>
<td>85 calls / 3:41 minutes</td>
</tr>
<tr>
<td>Priority 1</td>
<td>135</td>
<td>4:47</td>
<td>1,607 calls / 5:36 minutes</td>
</tr>
<tr>
<td>Total</td>
<td>137</td>
<td>4:47</td>
<td>1,692 calls / 5:31 minutes</td>
</tr>
</tbody>
</table>

### POSITIONS

**Entry - Police Officer**
- Oralboard interviews were on 4/5/18 (4) passed. PAT and written test on 4/11/18-Recv’ed 100 apps, 28 showed up to PAT, 11 interviewed, 4 passed.

**Pre-Service / Lateral**
- Perez in backgrounds, Davila was DQ’ed in backgrounds.

**Police Service Officer**
- PSO Applicant Munoz failed background. We started new testing process, waiting on HR for testing.

**Police Assistant**
- Waiting on testing to start. Tentative date of June 4th and 5th.

**Police Cadet**
- 3 candidates made it to backgrounds (Mendoza, Heredia, and Pena). If all hired will bring Cadets to 9.

**Crime Scene Inv.**
- No position available.

### DATE

**4/4**
- The Department started an Officer Mentoring Program to assist officers interested in further developing.

**4/11/2018**
- Staff attended training on Public Safety Investigations.

**4/12/2018**
- Community Police Academy Graduation Ceremony

**4/16/2018**
- Command Staff met with clergy at St. Andrews Church

**4/17**
- Staff assisted Torrance PD on a promotional exam for Police Sergeant

**4/24**
- Officer Black was recognized by ESUSD for his outstanding contribution as a School Resource Officer

**4/26**
- The Department hosted the monthly Security Directors’ Breakfast Meeting

**4/26**
- The Department was recognized by the ES Kiwanis Builders Club

**4/26**
- Staff attended training on Leadership and Accountability in Vacaville presented by CPOA
# ESPD Performance Metrics

## Monthly Report - May 2018

<table>
<thead>
<tr>
<th>CRIME TYPE</th>
<th># of Crimes El Segundo May 2018</th>
<th># of Crimes El Segundo YTD</th>
<th>Percent Change (YTD)</th>
<th>MBch % Change (YTD)</th>
<th>HBch % Change (YTD)</th>
<th>Gar % Change (YTD)</th>
<th>Haw % Change (YTD)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Homicide</td>
<td>0</td>
<td>0</td>
<td>0%</td>
<td>0%</td>
<td>0%</td>
<td>0%</td>
<td>0%</td>
</tr>
<tr>
<td>Rape</td>
<td>1</td>
<td>1</td>
<td>-67%</td>
<td>2</td>
<td>67%</td>
<td>1%</td>
<td>100%</td>
</tr>
<tr>
<td>Robbery</td>
<td>0</td>
<td>8</td>
<td>0%</td>
<td>4</td>
<td>-7%</td>
<td>0%</td>
<td>-100%</td>
</tr>
<tr>
<td>Aggravated Assault</td>
<td>1</td>
<td>8</td>
<td>14%</td>
<td>1</td>
<td>120%</td>
<td>0%</td>
<td>-20%</td>
</tr>
<tr>
<td>TOTAL VIOLENT CRIMES</td>
<td>2</td>
<td>17</td>
<td>-6%</td>
<td>7</td>
<td>32%</td>
<td>2%</td>
<td>44%</td>
</tr>
<tr>
<td>Burglary</td>
<td>21</td>
<td>98</td>
<td>17%</td>
<td>10</td>
<td>41%</td>
<td>19%</td>
<td>45%</td>
</tr>
<tr>
<td>Theft / Larceny</td>
<td>28</td>
<td>178</td>
<td>10%</td>
<td>53</td>
<td>-2%</td>
<td>19%</td>
<td>-28%</td>
</tr>
<tr>
<td>Vehicle Theft</td>
<td>8</td>
<td>27</td>
<td>-27%</td>
<td>2</td>
<td>-46%</td>
<td>4%</td>
<td>-26%</td>
</tr>
<tr>
<td>Arson</td>
<td>0</td>
<td>0</td>
<td>0%</td>
<td>0</td>
<td>0%</td>
<td>0%</td>
<td>-100%</td>
</tr>
<tr>
<td>TOTAL PROPERTY CRIMES</td>
<td>57</td>
<td>303</td>
<td>7%</td>
<td>65</td>
<td>-14%</td>
<td>42%</td>
<td>-13%</td>
</tr>
<tr>
<td>TOTAL PART 1 CRIMES</td>
<td>59</td>
<td>320</td>
<td>6%</td>
<td>72</td>
<td>-11%</td>
<td>44%</td>
<td>-15%</td>
</tr>
</tbody>
</table>

## PRIORITY TYPE

<table>
<thead>
<tr>
<th>PRIORITY TYPE</th>
<th># of Calls El Segundo</th>
<th>Response Times (Dispatch to Onscene)</th>
<th>All RCC Agencies -- # of Calls / Response Times (Dispatch to On-scene)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Priority E</td>
<td>0</td>
<td>0:00</td>
<td>122 calls / 4:04 minutes</td>
</tr>
<tr>
<td>Priority 1</td>
<td>184</td>
<td>4:13</td>
<td>2,016 calls / 5:29 minutes</td>
</tr>
<tr>
<td>Total</td>
<td>184</td>
<td>4:13</td>
<td>2,138 calls / 5:23 minutes</td>
</tr>
</tbody>
</table>

## POSITION

- **RECRUITMENT & HIRING**
  - **Entry - Police Officer**
  - Pre-Service / Lateral
    - Juan Perez in background.
  - Police Service Officer List exhausted, starting new testing process, waiting on HR for testing.
  - Police Assistant
    - Waiting on testing to start. Dates of oral board set for 6/20/16 and 7/2/18.
  - Police Cadet
    - Hired Jonathon Pena. 2 candidates deep in backgrounds (Mendoza and Heredia). If all hired it will increase the cadet staff to 9.
  - Crime Scene Inv.
    - No position available as of yet.

## DATE

- **5/7 - 5/11** Deployed bait bike for week
- **5/8** Staff attended the swearing in ceremony for new Santa Monica Police Chief Renaud
- **5/9** Detectives received Carfax database investigations
- **5/19** Staff attended the Homeless Services Task Force meeting
- **5/21** The traffic section participated in the annual “Click it or Ticket” safety belt statewide enforcement campaign
- **5/21** Hosted the body-camera and in-car video project kick off meeting with I.T., South Bay Regional Communications Center, Fleet Maintenance, Police admin and the vendor (Utility)
- **5/22** Administrative staff hosted a luncheon for our Retired Senior Volunteer Program (RSVP) participants
- **5/24** Staff attended the annual South Bay Police and Fire Memorial Foundation Medal of Valor award luncheon
- **5/24** Staff attended training on Public Safety Investigations.
- **5/30** Staff attended the Sough Bay crime impact meeting for Watch Commanders
- **5/31** Held department-wide quarterly supervisors meeting