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
WEDNESDAY, NOVEMBER 5, 2008 - 5:00 P.M.

Next Resolution # 4575
Next Ordinance # 1425

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:

None

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(a)) – -2- matter

1. City of El Segundo vs. City of Los Angeles, et. al. LASC No. BS094279
2. Allstar Fire Equipment Co. v. City of Los Angeles, LASC Case No. BS115556

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
Significant exposure to litigation pursuant to Government Code §54956.9(b): -0- potential case (no further public statement is required at this time); Initiation of litigation pursuant to Government Code §54956.9(c): -1- matter.

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

CONFERENCE WITH CITY’S LABOR NEGOTIATOR (Gov’t Code §54957.6): - 4- matters
City Negotiators: City Manager Jack Wayt; Human Resources Director Bob Hyland; Finance Director Deborah Cullen; Richard Kreisler. Employee Organizations: (1) Unrepresented management/confidential employees (City employees who are not members of bargaining units); (2) El Segundo Police Officers’ Association; (3) El Segundo Firefighter’s Association; (4) the El Segundo Police Management Association.

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

SPECIAL MATTERS: - 0- matter
AGENDA
EL SEGUNDO CITY COUNCIL
COUNCIL CHAMBERS - 350 Main Street

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REGULAR MEETING OF THE EL SEGUNDO CITY COUNCIL
WEDNESDAY, NOVEMBER 5, 2008 - 7:00 P.M.

Next Resolution # 4575
Next Ordinance # 1425

7:00 P.M. SESSION

CALL TO ORDER

INVOCATION –

PLEDGE OF ALLEGIANCE – Council Member Bill Fisher
PRESENTATIONS


ROLL CALL

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

A. PROCEDURAL MOTIONS

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

Recommendation – Approval.

B. SPECIAL ORDERS OF BUSINESS (PUBLIC HEARING)

C. UNFINISHED BUSINESS

D. REPORTS OF COMMITTEES, COMMISSIONS AND BOARDS

E. CONSENT AGENDA

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

1. Warrant Numbers 2568331 to 2568632 on Register No. 2 in the total amount of $1,511,265.64 and Wire Transfers from 9/26/2008 through 10/9/2008 in the total amount of $1,382,808.38 and Wire Transfers from 10/10/2008 through 10/23/2008 in the total amount of $1,863,193.98.

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.


Recommendation – Approval.
3. Consideration and possible action to authorize the renewal of an agreement with the El Camino College to continue an In-Service Firefighter Training Program within the Fire Department through June 30, 2013. (Fiscal Impact: Reimbursement of approximately $30,000 annually)

Recommendation – (1) Authorize the City Manager to execute the agreement that renews the In-Service Firefighter Training Program in the El Segundo Fire Department through June 30, 2013; (2) Alternatively, discuss and take other action related to this item.

4. Consideration and possible action regarding the Proposal from Beach Cities Transit to participate in funding operation for the 109 Line for two years in conjunction with the Cities of Hermosa Beach, Redondo Beach and Manhattan Beach. (Fiscal Impact: $64,598 for FY 2008-09 and $72,412 for FY 2009-10. Two year fiscal impact: $137,010)

Recommendation – (1) Authorize the City Manager to enter into an agreement with Beach Cities Transit to continue funding Bus Line 109 for the next two years; (2) Alternatively, discuss and take other action related to this item.

5. Consideration and possible action regarding approval of an Agreement with Burlington Northern and Santa Fe Railways (BNSF) to construct a rail crossing over 118th Street just west of the intersection of Aviation Boulevard. (Fiscal Impact: $50,000)

Recommendation – (1) Authorize the City Manager to execute an Agreement in a form approved by the City Attorney with Burlington Northern and Santa Fe Railways to build a concrete rail crossing over 118th Street just west of the intersection of Aviation Boulevard; (2) Alternatively, discuss and take other action related to this item.

6. Consideration and possible action regarding adoption of Plans and Specifications for the Rehabilitation of Sycamore Park Playground (southeast corner of Sycamore Avenue and California Street). Approved Capital Improvement Project No. PW 08-12. (Fiscal Impact: $114,767.00)

Recommendation – (1) Approve Plans and Specifications; (2) Appropriate Robert-Z’Berg-Harris (RZH) Bond Act Grant Funds in the amount of $93,741 for the project (3) Authorize bid solicitations; (4) Alternatively, discuss and take other action related to this item.

7. Consideration and possible action regarding the approval of a Contract Change Order in conjunction with construction of the Nash Street/Douglas Street One-Way to Two-Way Street Conversion project from Imperial Highway to El Segundo Boulevard. (Fiscal Impact: $68,820.11)

Recommendation – (1) Authorize the City Manager to execute Change Order No. 3 to the existing Public Works Contract with KDC, Inc., dba Dynalectic (Dynalectic) in the amount of $68,820.11; (2) Alternatively, discuss and take other action related to this item.
8. Consideration and possible action regarding approval of a Class Specification for the new job classification of Pool Maintenance Technician and adoption of a Resolution establishing a basic monthly salary range. Operating Budget. (Fiscal Impact: $5,880)
Recommendation – (1) Adopt the Resolution establishing a Basic Monthly Salary Range for the new job classification of Pool Maintenance Technician; (2) Approve the proposed Class Specification; (3) Alternatively, discuss and take other action related to this item.

9. Consideration and possible action regarding the adoption of a Resolution providing for an increase in the Basic Monthly Salary Range for the job classification of Principal Civil Engineer. Operating Budget. (Fiscal Impact: $3,343)
Recommendation – (1) Adopt the Resolution establishing a Basic Monthly Salary Range for the job classification of Principal Civil Engineer; (2) Alternatively, discuss and take other action related to this item.

CALL ITEMS FROM CONSENT AGENDA

F. NEW BUSINESS

G. REPORTS – CITY MANAGER

H. REPORTS – CITY ATTORNEY

I. REPORTS – CITY CLERK

J. REPORTS – CITY TREASURER

K. REPORTS – CITY COUNCIL MEMBERS
Council Member Brann –

Council Member Fisher –

Council Member Jacobson –

Mayor Pro Tem Busch –

Mayor McDowell –

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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: **Oct. 29, 2008**

TIME: **1:25 p.m.**

NAME: **S.M. Sly**
Proclamation
City of El Segundo, California

WHEREAS, In 1921, an unknown World War I American soldier was buried in Arlington National Cemetery, on a hillside overlooking the Potomac and the City of Washington, D.C., which site became the focal point of reverence for America’s veterans.

WHEREAS, Similar ceremonies occurred earlier in England and France, where an unknown soldier was buried in each nation’s highest place of honor (in England, Westminster Abbey; in France, the Arc de Triomphe).

WHEREAS, These memorial gestures all took place on November 11, giving universal recognition to the celebrated ending of World War I fighting at 11 a.m., November 11, 1918 (the 11th hour of the 11th day of the 11th month). November 11th became officially known as “Armistice Day” in America in 1926 through a Congressional resolution, and became a national holiday 12 years later by similar Congressional action. In 1954 Armistice Day was officially changed to “Veterans Day” by presidential decree signed by Dwight D. Eisenhower to honor all American veterans living and dead, in whatever war or period of peace they served.

WHEREAS, On November 11, 2007, as we honor the sacrifices the armed forces have made to protect our nation, let us remember the 1.7 million women who have served. Today, more than 218,000 women are on active duty in the five branches of the military.

NOW, THEREFORE, the Mayor and Members of the City Council of the City of El Segundo, California, encourage its citizens to observe VETERANS DAY on November 11, 2007 in honor of the unfailing valor, dignity, and courage of our patriotic men and women in uniform, so that their spirit and selfless public service may shine brightly in the annals of history.

[Signature]
Mayor Kelly McDowell

[Signature]
Council Member Carl Jackson

[Signature]
Council Member Don Brann

008
CITY OF EL SEGUNDO
PAYMENTS BY WIRE TRANSFER
9/26/2008 THROUGH 10/9/2008

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<th>Payee</th>
<th>Amount</th>
<th>Description</th>
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<td>Unum provident</td>
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<td>LTD correct previous memo recorded twice</td>
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<td>Weekly claims</td>
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<td>State of CA</td>
<td>1,153.24</td>
<td>Child support withholdings</td>
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<td>Health Comp</td>
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<td>Workers Comp Activity</td>
<td>121,957.80</td>
<td>SCRMA checks issued</td>
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DATE OF RATIFICATION: 10/21/08
TOTAL PAYMENTS BY WIRE: 1,382,808.38

Certified as to the accuracy of the wire transfers by:

Deputy Treasurer: Maria M. Kobus 10/16/08
Director of Finance: Deborah Bell 10/16/08
City Manager: 10/16/08

Information on actual expenditures is available in the City Treasurer's Office of the City of El Segundo.
CITY OF EL SEGUNDO
PAYMENTS BY WIRE TRANSFER
10/10/2008 THROUGH 10/23/2008

<table>
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<th>Date</th>
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<td>10/16/2008</td>
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<td>10/16/2008</td>
<td>IRS</td>
<td>242,418.94</td>
<td>Federal Taxes</td>
</tr>
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<td>10/17/2008</td>
<td>State of CA</td>
<td>1,153.24</td>
<td>Child support withholdings</td>
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<td>10/17/2008</td>
<td>Nationwide Retirement</td>
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<td>Payroll Transfer</td>
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<td>10/22/2008</td>
<td>Cal Pers</td>
<td>260,603.90</td>
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<td>10/23/2008</td>
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<td>10/11-10/23/08</td>
<td>Workers Comp Activity</td>
<td>23,192.74</td>
<td>SCRMA checks issued</td>
</tr>
</tbody>
</table>

DATE OF RATIFICATION: 11/5/08
TOTAL PAYMENTS BY WIRE: 1,863,193.98

Certified as to the accuracy of the wire transfers by:

Deputy Treasurer
Mary M. Kobe
Date: 10/23/08

Director of Finance
[Signature]
Date: 10/27/08

City Manager
[Signature]
Date: 10/27/08

Information on actual expenditures is available in the City Treasurer's Office of the City of El Segundo.
REGULAR MEETING OF THE EL SEGUNDO CITY COUNCIL  
TUESDAY, OCTOBER 21, 2008 - 5:00 P.M.  

5:00 P.M. SESSION  

CALL TO ORDER – Mayor McDowell at 5:00 p.m.  

ROLL CALL  

Mayor McDowell - Present  
Mayor Pro Tem Busch - Present  
Council Member Brann - Present  
Council Member Fisher - Present  
Council Member Jacobson - Present  

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SPECIAL ORDER OF BUSINESS: 

None  

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

CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (Gov’t Code §54956.9(a) – -1- matter  

City of El Segundo vs. City of Los Angeles, et. al. LASC No. BS094279  

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION  
Significant exposure to litigation pursuant to Government Code §54956.9(b): -0- potential case (no further public statement is required at this time); Initiation of litigation pursuant to Government Code §54956.9(c): -1- matter.  

DISCUSSION OF PERSONNEL MATTERS (Gov’t Code §54957): - 0- matter
CONFERENCE WITH CITY'S LABOR NEGOTIATOR (Gov't Code §54957.6): - 4- matters
City Negotiators: City Manager Jack Wayt; Human Resources Director Bob Hyland; Finance Director Deborah Cullen; Richard Kreisler. Employee Organizations: (1) Unrepresented management/confidential employees (City employees who are not members of bargaining units); (2) El Segundo Police Officers' Association; (3) El Segundo Firefighter's Association; (4) the El Segundo Police Management Association.

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

SPECIAL MATTERS: - 0- matter

Council recessed at 6:50 p.m.
REGULAR MEETING OF THE EL SEGUNDO CITY COUNCIL
TUESDAY, OCTOBER 21, 2008 - 7:00 P.M.

7:00 P.M. SESSION

CALL TO ORDER – Mayor McDowell at 7:00 p.m.

INVOCATION – Pastor John Svendsen, First Baptist Church

PLEDGE OF ALLEGIANCE – Council Member Don Brann

PRESENTATIONS

a. Mayor Pro Tem Busch presented a Proclamation announcing the Halloween Frolic on Main Street El Segundo, October 31, 2008, from 4:00 p.m. to 7:00 p.m.

ROLL CALL

Mayor McDowell - Present
Mayor Pro Tem Busch - Present
Council Member Brann - Present
Council Member Fisher - Present
Council Member Jacobson - Present

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Jack Kent, resident, spoke regarding traffic signals on North bound Douglas, stop signs and traffic flow.

Garry Colin, Northrop Grumman, spoke regarding the Northrop sign, agenda item 13, on the agenda tonight.

A. PROCEDURAL MOTIONS

Consideration of a motion to

MOTION by Mayor Pro Tem Busch, SECONDED by Council Member Jacobson to read all ordinances and resolutions on the Agenda by title only. MOTION PASSED BY UNANIMOUS VOICE VOTE. 5/0
B. SPECIAL ORDERS OF BUSINESS (PUBLIC HEARING)

1. Consideration and possible action (Public Hearing) regarding the City commissioned Cost Allocation and Fee Study for City services rendered to the public that was performed by Revenue and Cost Specialist, LLC. (Fiscal Impact: $1,014,875)

Mayor McDowell stated this is the time and place here to fixed for a public hearing regarding the City commissioned Cost Allocation and Fee Study for City services rendered to the public that was performed by Revenue and Cost Specialist, LLC. (Fiscal Impact: $1,014,875) Clerk Domann stated that proper notice was completed and no written communication had been received by City Clerk’s Office.

Deborah Cullen, Finance Director, gave a presentation.

MOTION by Mayor Pro Tem Busch, SECONDED by Council Member Brann to close the Public Hearing. MOTION PASSED BY UNANIMOUS VOICE VOTE. 5/0

MOTION by Mayor Pro Tem Busch, SECONDED by Council Member Brann to adopt Cost Study Resolution No. 4574 approving proposed new fee schedule effective January 1, 2009; Approve increasing cost allocation fee schedule rates on an annual basis of each fiscal year based on the average percentage over the previous calendar year to the City's cost for administering the services under the City's proposed fee schedule; Approve annual cost allocation plan maintenance updates by Revenue & Cost Specialist LLC. MOTION PASSED BY UNANIMOUS VOICE VOTE. 5/0

C. UNFINISHED BUSINESS

D. REPORTS OF COMMITTEES, COMMISSIONS AND BOARDS

2. Consideration and possible action regarding recommendations from the Downtown Committee to approve the design and specifications for the Downtown El Segundo way finding signage plan. (Fiscal Impact: $110,000.00)

Julian Ryder, consultant, gave a report.

MOTION by Mayor Pro Tem Busch, SECONDED by Council Member Brann to approve the design and specifications for the Downtown El Segundo way finding signage plan as amended to remove the Mariposa Avenue sign; adopt plans and specifications for the Downtown El Segundo way finding signage plan; authorize staff to advertise the plan for competitive bids. MOTION PASSED BY UNANIMOUS VOICE VOTE. 4/0/1. COUNCIL MEMBER JACOBSON ABSTAINING.

3. Consideration and possible action regarding the El Segundo Senior Housing Board's request to initiate the process for Park Vista Senior Housing facility to become smoke free by January 1, 2010 and for all common areas to be smoke free immediately. (Fiscal Impact: None)

Carol Wingate, Senior Citizens Housing Board, gave a report.
MOTION by Mayor McDowell, SECONDED by Council Member Jacobson, to approve the El Segundo Senior Housing Board’s request to initiate the process for Park Vista Senior Housing facility to become smoke free by January 1, 2010 and for all common areas to be smoke free immediately. MOTION PASSED BY UNANIMOUS VOICE VOTE. 5/0

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

4. Warrant Numbers 2568133 to 2568330 on Register No. 1 in the total amount of $1,097,579.56. Authorized staff to release. Ratified: Payroll and Employee Benefit checks; checks released early due to contracts or agreement; emergency disbursements and/or adjustments; and wire transfers.

5. Approved Regular City Council Meeting Minutes of October 7, 2008 and Special City Council Meeting Minutes of October 13, 2008.

6. Approved a transfer of $4,000.00 from the Recreation Park Softball Field Retaining Wall Project (Project Account No. 301-400-8282-8996); Authorized the City Manager to execute Standard Public Works Contract No. 3864 in a form approved by the City Attorney with FS Construction in the amount of $30,000.00 for the installation of risers for the Stevenson Field bleachers at 339 Sheldon St. – Project No. PW 08-07.

7. Authorized the City Manager to execute Professional Services Agreement No. 3865, a form approved by the City Attorney, with DCA Civil Engineering Group for the Softball Retaining Wall Design at 339 Sheldon Street – RFP No. 08-13. (Fiscal Impact: $28,881)

8. Adopted Plans and Specifications and authorized staff to advertise for bid the renovation of the Human Resources Office at 350 Main Street – Project No. PW 02-21 (Fiscal Impact: $130,000)

9. PULLED FOR DISCUSSION BY COUNCIL MEMBER BUSCH

10. PULLED FROM THE AGENDA BY MAYOR MCDOWELL

11. Approved a three year professional services Contract No. 3866 for auditing services with Mayer Hoffman McCann P.C. through years 2008-2010 for $155,140 and optional two year extension for years 2011 and 2012 for $110,160.

12. Authorized the Mayor to execute City’s Agreement No. 3867 with Cassidy & Associates through September 30, 2009 for the provision of legislative advocacy services in Washington, D.C., and to approve federal advocacy work program elements. (Fiscal Impact: ($160,000 for FY 2008-2009). Approved the federal advocacy work plan as outlined in Cassidy & Associates Memorandum of September 18, 2008 and City’s Homeland Security Needs Assessment. Instructed the City Manager, affected departments, and our Washington, D.C. advocate to work with the Congressional staff and local government associations to pursue the City’s federal funding and program objectives.
13. Adopted Resolution No. 4573 approving a request from Northrop Grumman to install two 1,334 square-foot permanent wall signs on a commercial office building located at 101 Continental Boulevard and adopt the categorical exemption for Environmental Assessment No. EA-802, Sign Permit SP 08-01. (Fiscal Impact: None)

MOTION by Council Member Jacobson, SECONDED by Mayor Pro Tem Busch to approve Consent Agenda Items 4, 5, 6, 7, 8, 11, 12 and 13. MOTION PASSED BY UNANIMOUS VOICE VOTE. 5/0

9. Consideration and possible action regarding approval of ongoing service agreements and blanket purchase orders for FY 2008-2009 in excess of $25,000 and possible action to waive the formal bidding process and authorize the continued purchase of gasoline and diesel fuel for City vehicles and equipment through the use of spot market purchasing for the Public Works Department. (Fiscal Impact: $397,000)

MOTION by Mayor Pro Tem Busch, SECONDED by Mayor McDowell to approve ongoing service agreements and blanket purchase orders for FY 2008-2009 in excess of $25,000 and waive the formal bidding process and authorize the continued purchase of gasoline and diesel fuel for City vehicles and equipment through the use of spot market purchasing in an amount not to exceed $347,000 for the Public Works Department. Authorize the issuance of blanket purchase order to Metron Farnier & Actaris in an amount not to exceed $50,000 for the purchase of single jet water meters for the City's water system. MOTION PASSED BY UNANIMOUS VOICE VOTE. 5/0

10. Consideration and possible action regarding the proposal from Beach Cities Transit to participate in funding operation for the 109 Line for two years in conjunction with the Cities of Hermosa Beach, Redondo Beach and Manhattan Beach. (Fiscal Impact: $64,598 for FY 2008-09 and $72,412 for FY 2009-10. Two year fiscal Impact: $137,010)

Fiana Diaz, Beach Cities Transit, responded to questions.

Council consensus to hold item over until next meeting.

CALL ITEMS FROM CONSENT AGENDA

F. NEW BUSINESS

G. REPORTS – CITY MANAGER - NONE

H. REPORTS – CITY ATTORNEY - NONE

REPORTS – CITY CLERK – Announced that because of the Presidential Election on Tuesday, November 4, 2008 the next regular Council Meeting is scheduled for Wednesday, November 5th.

J. REPORTS – CITY TREASURER - NONE
K. REPORTS – CITY COUNCIL MEMBERS

Council Member Brann – NONE

Council Member Fisher – NONE

Council Member Jacobson – NONE

Mayor Pro Tem Busch – Spoke on the upcoming Halloween Frolic on October 31st. Encouraged all registered voters to get out and vote on November 4th.

Mayor McDowell – Spoke regarding recent tour of Gehry Partners architectural firm. Announced Friday November 14th Saint Anthony School will be holding a golf fund raising event. For further information call the school at 322-4218. Also spoke regarding the electronic waste event held at Whole Foods last weekend.

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. - NONE

MEMORIALS – Bojan Ristovski

CLOSED SESSION – NONE

ADJOURNMENT at 7:55 p.m.

Cathy Domann, Deputy City Clerk
EL SEGUNDO CITY COUNCIL
AGENDA STATEMENT

MEETING DATE: November 5, 2008
AGENDA HEADING: Consent Agenda

AGENDA DESCRIPTION:
Consideration and possible action to authorize the renewal of an agreement with the El Camino College to continue an In-Service Firefighter Training Program within the Fire Department through June 30, 2013. (Fiscal Impact: Reimbursement of approximately $30,000 annually)

RECOMMENDED COUNCIL ACTION:
Recommendation – (1) Authorize the City Manager to execute the agreement that renews the In-Service Firefighter Training Program in the El Segundo Fire Department through June 30, 2013; (2) Alternatively, discuss and take other action related to this item.

ATTACHED SUPPORTING DOCUMENTS:
Agreement for an In-Service Firefighter Training Program with El Segundo Fire Department

FISCAL IMPACT: Included in Adopted Budget

Amount Budgeted: $30,000
Additional Appropriation: N/A
Account Number(s): 001-300-0000-3841

ORIGINATED BY: Kevin S. Smith, Fire Chief
REVIEWED BY: Kevin S. Smith, Fire Chief
APPROVED BY: Jack Wayt, City Manager

BACKGROUND AND DISCUSSION:

The El Segundo Fire Department initially entered into an agreement to participate in an In-Service Firefighter Training Program with the El Camino College in 2000. This program enables Firefighters to receive unit credits from El Camino College for completing in-service fire training courses. Additionally, the City is entitled to a portion of State funding received by El Camino College for Firefighter students enrolled in courses of instruction. The El Camino College reimburses the City at a rate of two dollars and fifty cents per student contact hour. Reimbursements to the City average approximately $30,000 per year.

The El Camino College is requiring that all participating agencies in the In-Service Training Program renew their agreements on five year intervals based on a new requirement being imposed on the College. Otherwise, there are no other significant changes to the agreement.
AGREEMENT FOR AN IN-SERVICE FIREFIGHTER TRAINING PROGRAM
WITH EL SEGUNDO FIRE DEPARTMENT

THIS AGREEMENT is made and entered into this 1st day of July, 2008;

by and between City of EL SEGUNDO hereafter "City")
and EL CAMINO COMMUNITY COLLEGE DISTRICT (hereafter "DISTRICT")

RECITALS

WHEREAS, the City and Fire Department desire to provide in-service fire fighter training to fire fighters through the District's Fire and Emergency Technology Division; and
WHEREAS, the City's and Fire Department's training program meets all requirements of the law of the State of California; and
WHEREAS, the District desires to furnish unit credits to students completing the in-service fire training classes to the satisfaction of instructors; and
WHEREAS, because it will be providing much of the training and coordination in the program, City's Fire Department will be entitled to a portion of State funding received by District for fire fighter students enrolled into the District courses of instruction.
NOW, THEREFORE the parties hereto agree as follows:

1. **TERM**: The term of this Agreement shall commence on July 1, 2008 and end June 30, 2013.

2. **DESCRIPTION OF SERVICES AND RESPONSIBILITIES**: District and Department agree to provide services as described herein below. The responsibilities of the parties follow:

   A. **Responsibilities of District**:

      (1) Conduct, through Department, approved firefighter in-service training courses under its Fire and Emergency Technology program.

      (2) Ensure compliance with all appropriate Title V and Education Code requirements to ensure these courses are completely eligible for State apportionment.

      (3) Provide a coordinator, register students, appoint designated department staff as District instructors, and perform other appropriate support services to adequately manage and control its course offerings.

      (4) Evaluate the quality of instruction to ensure it meets the needs of the students.

      (5) Give appropriate units of credit for successful completion of each course of instruction.

      (6) Accept, recognize, and adhere to Department established policies and procedures concerning student academic performance and discipline.
B. Responsibilities of City.

(1) Furnish facilities and instructional services at the City for the conduct of in-service fire training classes.

(2) Provide qualified instructors, lecturers, equipment, materials, day-to-day management support, and all related overhead necessary to conduct the program.

(3) Be responsible for grading students and for taking appropriate action regarding academic performance, in accordance with City's Fire Department policies.

(4) Cooperate with District to ensure that all instructional personnel, equipment, and materials used in this program conform to all requirements governing instructional programs for fire fighters.

3. ADMINISTRATION: The Coordinator, or his authorized designee (hereafter jointly referred to as "Coordinator"), shall have the authority to administer this Agreement on behalf of the City's Fire Department. District shall designate, in writing, a person who shall have the authority to administer this Agreement on behalf of District.

4. PAYMENT FOR SERVICES:

A. District shall reimburse the City's Fire Department for services and materials to be supplied hereunder at a rate of two dollars and fifty cents per student contact hour.

B. City's Fire Department will supply appropriate
invoices at the end of each semester for all student contact hours qualified under this Agreement. Invoices shall be mailed to District address contained in Section 18 herein. District shall make payment no later than (30) days after delivery of invoices from City's Fire Department.

C. Payment under this agreement is subject to verification made by the California Community Colleges and other appropriate state agencies.

D. Students may be charged by the City's Fire Department directly for the cost of textbooks and materials which students retain in their possession.

E. District payment shall be due and payable upon submission of grades for registered students.

5. RECORDS AND AUDITS:

A. Educational Records: The City's Fire Department and District shall maintain accurate and complete records which shall include a record of educational services provided in sufficient detail to permit an evaluation of services in accordance with Education Code provisions. Such records shall be open to the respective inspection and audit by authorized professional staff of the District, City, and other State Agencies where such inspection and audit does not conflict with the Pupil Record Act of the Education Code.
B. **Financial Records:** District and City shall maintain accurate and complete financial records of its activities and operations as they relate to services provided under this Agreement. All such records shall include supporting documentation and other information sufficient to fully and accurately reflect District's and City's provision of services hereunder. All such records shall be retained by District and the City's Fire Department for a minimum period of five (5) years following the expiration or termination of this Agreement. All such records shall be open to inspection and audit at reasonable times by an authorized representative of District. Any audit of District records conducted by City staff shall include an exit conference with District, if requested by District.

6. **REPORTS:** District shall make written reports as required by the Coordinator, concerning the City's Fire Department activities as they affect the contract duties and purposes contained herein. In no event, however, may Coordinator require such reports unless it has provided District with at least thirty (30) days prior written notification thereof. City shall provide District with a written explanation of the procedures for reporting the required information.

7. **INDEMNIFICATION:** District agrees to indemnify, defend, and hold harmless City, elected officials, appointed officers, employees, and agents of City from and against any and all liability, expense, including without limitation, defense costs and legal fees, arising from or connected with any claims for
damages or workers’ compensation benefits resulting from District’s operations or its services provided under this Agreement, including without limitation, bodily injury, death, personal injury, or property damage to any property, including physical damage to or loss of District’s property or any property in the care, custody or control of District.

City indemnifies, defends, and holds harmless District, its elected officials, appointed officers, and employees, from and against any and all liability, expense, including defense costs and reasonable legal fees, and claims for damages of any nature whatsoever, including without limitation, bodily injury, death, personal injury, or property damage, arising from or connected with City's willful acts or active negligence, or hereunder.

8. **CONFIDENTIALITY:** Both parties shall maintain the confidentiality of all student academic and other student personal and private records. Both parties agree not to release such data to any third party without the prior written consent of the student or unless disclosure is otherwise authorized by law. Each party shall maintain the confidentiality of its records in accordance with all applicable Federal, State, and local laws, ordinances, regulations, and directives relating to confidentiality. Both parties shall inform all of its officers, employees, and agents providing services hereunder of the confidentiality of such records. Both parties agree to defend and save harmless the other party, its officers, agents, and employees against any and all liability and demands arising out of any
disclosure of such reports and information by the other party, its officers, agents, and employees.

9. NON-DISCRIMINATION: It is the policy of the El Camino Community College District Public Safety Program and the participating affiliate to provide fair and equitable treatment of all individuals participating in the program without regard to ethnicity, religion, sexual identity, national origin, ancestry, age, or physical handicap.

We are committed to providing a work and learning environment free of intimidation, harassment and unlawful discrimination. We share in the responsibility of providing a harassment-free employment and educational environment in complying with both federal and state mandates and guidelines regarding non-discrimination and sexual harassment.

10. DELEGATION AND ASSIGNMENT: Neither party shall delegate its duties or assign its rights hereunder, or both, either in whole or in part, without the prior written consent of the other party. Any such delegation or assignment attempted without such consent shall be null and void.

11. ALTERATION OF TERMS: The body of this Agreement fully expresses all understandings of the parties concerning all matters covered and shall constitute the total Agreement. No addition to, or alteration of, the term of this Agreement, whether by written or verbal understanding of the parties, their officers, agents, or employees, shall be valid and effective unless made in the form of
a written amendment to this Agreement and formally approved and executed by the parties in the same manner as this contract form.

12. LICENSES, PERMITS, CERTIFICATES, AND ACCREDITATION: Both parties shall obtain and maintain in effect during the term of this Agreement, all licenses, permits, certificates, and accreditation required by law applicable to its performance of this Agreement, and shall ensure that all their officers, employees, and agents who perform services hereunder obtain and maintain in effect during the term of this Agreement, all licenses, permits, certificates, and accreditations required by law which are applicable to their performance hereunder.

13. SEVERABILITY: If any provisions of this Agreement are or become contrary to State law or regulations of other agencies or decisions of courts of competent jurisdictions, District and City, agree to renegotiate these portions without affecting the balance or intent of this Agreement.

14. AUTHORIZATION WARRANTY: District hereby represents and warrants that the person executing this Agreement for District is an authorized agent who has actual authority to bind District to each and every term, condition, and obligation set forth in this Agreement and that all requirements of District have been fulfilled to provide such actual authority.

15. DISTRICT'S OFFICES: District's business offices are located at El Camino Community College District; Purchasing and Business Services Office; 16007 Crenshaw Boulevard; Torrance, California 90506. District shall notify in writing
those City representatives listed in the Paragraph 17 herein below of any change in its business address at least ten (10) days prior to the effective date thereof.

16. **FIRE DEPARTMENT OFFICES:** Fire Department business offices are located at El Segundo Fire Department; 314 Main Street; El Segundo, CA 90245. City shall notify in writing those District representatives listed in paragraph 17 of any change in its business address at least ten (10) days prior to the effective date thereof.

17. **NOTICES:** Any and all notices required, permitted, or desired to be given hereunder by one party to the other shall be in writing and shall be delivered to the other party personally or by United States mail, certified or registered, postage prepaid, return receipt requested, at the following addresses and to the attention of the persons named. Coordinator shall have the authority to issue all notices which are required, permitted, or desired by City hereunder. Addresses and persons to be notified may be changed by either party by giving at least ten (10) days prior written notice to the other party.

18. **TERMINATION:** This Agreement may be terminated by either party with written, sixty (60) days, notice. Such notice of termination shall not affect students currently enrolled in the program.

To District:  
El Camino Community College District  
Industry and Technology Division Office  
16007 Crenshaw Boulevard  
Torrance, California 90506  
Attention: Dr. Stephanie Rodriguez  
Dean of Industry and Technology
IN WITNESS WHEREOF, the City Manager, and the Director of Purchasing and Business Services of the District, have caused this Agreement to be subscribed in its behalf by its duly authorized officers, the day, month, and year first above written.

19. RELATIONSHIP. The relationship of CITY and DISTRICT is that of independent contractor. Neither Party will be considered the agent or employee of the other. Neither will exercise control or direction over the other while performing their respective obligations under this Agreement. Neither party intends to create a partnership or joint venture by entering into this Agreement.

20. ACCEPTANCE OF FACSIMILE SIGNATURES. The Parties agree that agreements ancillary to this Agreement and related documents to be entered into in connection with this Agreement will be considered signed when the signature of a party is delivered by facsimile transmission. Such facsimile signature will be treated in all respects as having the same effect as an original signature.

21. GOVERNING LAW. This Agreement has been made in and will be construed in accordance with the laws of the State of California and exclusive venue for any action involving this
Agreement will be in Los Angeles County.

22. **AUTHORITY/MODIFICATION.** The Parties represent and warrant that all necessary action has been taken by the Parties to authorize the undersigned to execute this Agreement and to engage in the actions described herein. This Agreement may be modified by written agreement. CITY'S city manager may execute any such amendment on behalf of CITY.

23. **COUNTERPARTS.** This Agreement may be executed in any number or counterparts, each of which will be an original, but all of which together will constitute one instrument executed on the same date.

EL CAMINO COMMUNITY COLLEGE DISTRICT

By

Rocky Bonura, Director Business Services

City of EL SEGUNDO

By

Printed Name

Date

Date

ATTEST

________________________

City Clerk

APPROVED AS TO FORM:

By

City Attorney

Date
AGENDA DESCRIPTION:
Consideration and possible action regarding the Proposal from Beach Cities Transit to participate in funding operation for the 109 Line for two years in conjunction with the Cities of Hermosa Beach, Redondo Beach and Manhattan Beach (Fiscal Impact: $64,598 for FY 2008-09 and $72,412 for FY 2009-10. Two year fiscal impact: $137,010)

RECOMMENDED COUNCIL ACTION:
(1) City Council authorize the City Manager to enter into an agreement with Beach Cities Transit to continue funding Bus Line 109 for the next two years;
(2) Alternatively discuss and take other action related to this item.

ATTACHED SUPPORTING DOCUMENTS:
Proposal Letter from Beach Cities Transit

FISCAL IMPACT: Included in Adopted Budget
Amount Budgeted: $149,150
Additional Appropriation: N/A
Account Number(s): 114-400-5293-5206

ORIGINATED BY: Judy Andoe
REVIEWED BY: Jack Wayt, City Manager
APPROVED BY: Jack Wayt, City Manager

BACKGROUND AND DISCUSSION:
Line 109 runs from Redondo Beach to downtown Los Angeles, passing through Hermosa Beach, Manhattan Beach, El Segundo and LAX. The line operates roughly between the hours of 6:00 am to 10:00 pm on weekdays and 6:00 am to 9:00 pm on weekends. For El Segundo the route runs north along Vista Del Mar, east on Grand Ave., north through downtown on Main St., continuing east on Imperial, stopping at Sepulveda, Hughes Way, Nash St. and Douglas, every 30 to 60 minutes depending on the time of the day, and makes 16 stops within the City.

In May 2006, Line 109 replaced MTA Line 439 when MTA identified as "regionally underperforming" the portion of the line between south Redondo Beach and LAX, and decided to discontinue the service. Beach Cities Transit, a community-based transit system that operates out of the City of Redondo Beach, entered into two-year equitable cost-sharing agreements with the above stated cities to operate Line 109 mirroring MTA Line 439 route and schedule. The cost for the City of El Segundo was $128,000 per year of the two year agreement. The goals were to continue providing mobility and mitigating vehicular congestion in the south bay cities. Beach Cities Transit expected that Line 109 would qualify for funding from MTA in two years, no
longer requiring a subsidy from any of the beach cities from 2008 on. However, Line 109 still has a funding shortfall. Although the financial gap has been reduced by 29% from FY 2006-07 to FY 2008-09, the anticipated Formula Allocation Box and fare box revenues have not been sufficient to compensate for the remaining nominal financial shortfall and the rise in fuel prices.

Beach Cities Transit proposes to continue supporting Line 109 with the benefiting cities sharing the cost. In June, estimates for cost sharing were significantly higher until Metro’s decision to continue lines 124 and 126. Metro’s inclusion of lines 124 and 126 reduced costs significantly. However, the original estimate was budgeted in El Segundo’s FY 08-09 budget this year. Therefore, leaving a balance of $84,412 to be forwarded to FY 09-10, should continued appropriations be considered. Other issues to be considered in evaluating this proposal include the following:

**Projected Costs**

The estimated net cost of operating the Line is $371,677 for two years. The portion of the cost to be paid by the City of El Segundo is $64,598 the first year, and $72,412 the second year. The following is the two year term breakdown of contributions from each city:

<table>
<thead>
<tr>
<th></th>
<th>2 yr. term</th>
<th>Service mile percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>El Segundo</td>
<td>$137,010</td>
<td>36.86%</td>
</tr>
<tr>
<td>Hermosa Beach</td>
<td>$56,844</td>
<td>15.29%</td>
</tr>
<tr>
<td>Manhattan Beach</td>
<td>$61,217</td>
<td>16.47%</td>
</tr>
<tr>
<td>Redondo Beach</td>
<td>$116,606</td>
<td>31.37%</td>
</tr>
</tbody>
</table>

* Based on service miles. El Segundo’s maintains 4.1 service miles.

**Line Usage**

Since the start of the operation two years ago, ridership has increased an average of 29% annually. However, actual ridership numbers are low. Mass transit indicators show that ridership of Line 109 will grow due to consumer need by way of fuel costs and congestion.

**Other Beach Cities**

The Cities of Hermosa Beach and Manhattan Beach are also considering Beach Cities Transit’s proposal. At a recent meeting staff from both cities indicated that they intend to recommend to their city councils that their cities continue to participate in the program. The City Council of Hermosa Beach expects to consider this proposal on October 14, 2008, and the City Council of Manhattan Beach on October 7, 2008.

**CONCLUSION:**

Staff feels participation in Line 109 is beneficial to El Segundo. Increased investment in the use of public transportation provides significant, direct environmental benefits and helps meet national air quality standards and the route offer/Line 109 provides a valuable service to both residents and visitors to the El Segundo area. Failure to offer public transportation alternatives would likely result in increased traffic volumes and exacerbate congestion problems.
However, in light of the low numbers of individuals riding the BCT route as it is structured today, serious review of this route and an alternative route is highly recommended during the first year of this agreement for fiscal responsibility purposes, to meet the need public demand and for continued support from the City of El Segundo. An alternative route for Line 109 which encumbers more business destinations is now being discussed for the City of El Segundo; suggesting a more traveled line be developed to alleviate the more congested areas by incorporating a route which connects Plaza El Segundo to Downtown Main St., El Segundo in lieu of traveling the standard Vista Del Mar route to downtown El Segundo.

Beach Cities Transit commitment to continue to pursue additional funding alternatives to cover the funding shortfall and to seek out additional methods to lower the costs will also be required for its future success.

It is recommended that the Council authorize the City Manager to enter into an agreement with Beach Cities Transit to fund the proposed El Segundo portion of Bus Line 109, subject to the following:

- Participation would be contingent on the Cities of Redondo Beach, Hermosa Beach and Manhattan Beach also participating in the agreement and that El Segundo would participate as a copartner with the other cities.
- As a part of the agreement, Beach Cities Transit agreed to invest in improved marketing.
- The City will request performance indicators on regular basis.
- The agreement would cover a period of two years with provisions to amend agreement to adjust current route to include possible alternatives which connect Plaza El Segundo to Main Street, El Segundo.
August 28, 2008

Jack Wayt
Acting City Manager
City of El Segundo
350 Main Street
El Segundo, CA 90245

Subject: Line 109 City Manager Meeting Responses

Dear Mr. Wayt:

I would like to thank you for your patience and cooperation in working with the City of Redondo Beach and the Beach Cities Transit (BCT) to resolve issues relating to the contract agreement for Line 109 (the “Pacific Coaster”). Our staff has been working diligently during the past several weeks to provide your city with the most equitable cost sharing arrangement for Line 109.

Per your request in our last meeting, we are providing you with clarifications for the following inquiries:

1. Ridership Analysis per City along the Line 109 route
2. Explanation for the requested contributions
3. Existing Bus Lines along the Beach Cities Corridor (Attachment A)

Please feel free to contact Gwendolyn Parker at (310) 318-0631 ext 2246 or me at (310) 318-0631 ext 2246 for any questions and/or comments.

Sincerely,

Bill Workman
City Manager
City of Redondo Beach

cc: Gwendolyn Parker, HBT, City of Redondo Beach
    Bill Crowe, City of El Segundo
    Richard Brunette, City of El Segundo
RIDERSHIP ANALYSIS

Ridership analysis for Line 109 was performed to determine boarding and alighting activities between the Cities of El Segundo, Manhattan Beach, Hermosa Beach, and Redondo Beach. Ridership counts were taken at random one hour intervals one day per month from July 2007 to June 2008. Ridership counts were evaluated based on: trip direction (northbound, southbound), month, day and hour.

The analysis concluded very active ridership numbers. Some examples of the dynamic boardings and alightings per city are described below. Commuter ridership are most obvious during peak times originating from the Green Line Station traveling southbound and conversely during afternoon peak times. There is a marked increase in ridership during the warmer months. There was also no significant difference in ridership trends between weekdays and weekends.

Weekday Peak Mornings from LAX Southbound have the highest ridership activities. This particular trend may indicate that commuters are utilizing Line 109 to travel from the Green Line Station and points north to travel southbound towards the Beach Cities. Reverse commute northbound from Beach Cities toward Green Line Station conversely occurs beginning mid-afternoon. (See Graph A below.)

<table>
<thead>
<tr>
<th>Southbound- AM</th>
<th>Northbound- PM</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Thursday,</strong></td>
<td><strong>Wednesday,</strong></td>
</tr>
<tr>
<td>May 29, 2008</td>
<td>April 23, 2008</td>
</tr>
<tr>
<td>SOUTHBOUND</td>
<td>NORTHBOUND</td>
</tr>
<tr>
<td>6:42-7:34am</td>
<td>15:41-16:38pm</td>
</tr>
<tr>
<td>REDONDO</td>
<td>REDONDO</td>
</tr>
<tr>
<td>↑ BEACH</td>
<td>↑ BEACH</td>
</tr>
<tr>
<td>HERMOSA</td>
<td>HERMOSA</td>
</tr>
<tr>
<td>↑ BEACH</td>
<td>↓ BEACH</td>
</tr>
<tr>
<td>MANHATTAN</td>
<td></td>
</tr>
<tr>
<td>↑ BEACH</td>
<td>↑ BEACH</td>
</tr>
<tr>
<td>↑ EL SEGUNDO</td>
<td>↓ EL SEGUNDO</td>
</tr>
<tr>
<td>↑ LA</td>
<td>↓ LA</td>
</tr>
<tr>
<td>Boardings</td>
<td>Boardings</td>
</tr>
<tr>
<td>26</td>
<td>19</td>
</tr>
<tr>
<td>Alightings</td>
<td>Alightings</td>
</tr>
<tr>
<td>26</td>
<td>19</td>
</tr>
<tr>
<td>0%</td>
<td>37%</td>
</tr>
<tr>
<td>8%</td>
<td>5%</td>
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<tr>
<td>4%</td>
<td>21%</td>
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<tr>
<td>46%</td>
<td>16%</td>
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</tr>
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<td>23%</td>
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</tr>
<tr>
<td>0%</td>
<td>11%</td>
</tr>
<tr>
<td>15%</td>
<td>68%</td>
</tr>
</tbody>
</table>

Graph A
The analysis concluded that ridership activities are generally higher during the warmer months from April to October. (See Graph B below.)

<table>
<thead>
<tr>
<th>Warmer Months</th>
<th>Cooler Months</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Sunday,</strong></td>
<td><strong>Sunday,</strong></td>
</tr>
<tr>
<td><strong>August 26, 2007</strong></td>
<td><strong>January 13, 2008</strong></td>
</tr>
<tr>
<td>NORTHBOUND</td>
<td>NORTHBOUND</td>
</tr>
<tr>
<td>15:10-16:07 PM</td>
<td>10:10-11:07 AM</td>
</tr>
<tr>
<td>REDONDO</td>
<td>REDONDO</td>
</tr>
<tr>
<td>↓ BEACH</td>
<td>↓ BEACH</td>
</tr>
<tr>
<td>HERMOSA</td>
<td>HERMOSA</td>
</tr>
<tr>
<td>↓ BEACH</td>
<td>↓ BEACH</td>
</tr>
<tr>
<td>MANHATTAN</td>
<td>MANHATTAN</td>
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<tr>
<td>↓ BEACH</td>
<td>↓ BEACH</td>
</tr>
<tr>
<td>↓ EL SEGUNDO</td>
<td>↓ EL SEGUNDO</td>
</tr>
<tr>
<td>↓ LA</td>
<td>↓ LA</td>
</tr>
<tr>
<td>23%</td>
<td>0%</td>
</tr>
<tr>
<td>14%</td>
<td>0%</td>
</tr>
<tr>
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<td>0%</td>
</tr>
<tr>
<td>27%</td>
<td>25%</td>
</tr>
<tr>
<td>↓ EL SEGUNDO</td>
<td>↓ EL SEGUNDO</td>
</tr>
<tr>
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</tr>
<tr>
<td>13%</td>
<td>79%</td>
</tr>
<tr>
<td>32%</td>
<td>0%</td>
</tr>
<tr>
<td>21%</td>
<td>0%</td>
</tr>
</tbody>
</table>

Although there is a general increase during weekends, it is a minimal comparative difference between weekends and weekdays ridership activities. (Graph C)

<table>
<thead>
<tr>
<th>Weekdays</th>
<th>Weekends</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Friday,</strong></td>
<td><strong>Sunday,</strong></td>
</tr>
<tr>
<td><strong>September 07,</strong></td>
<td><strong>August 26,</strong></td>
</tr>
<tr>
<td><strong>2007</strong></td>
<td><strong>2007</strong></td>
</tr>
<tr>
<td>NORTHBOUND</td>
<td>NORTHBOUND</td>
</tr>
<tr>
<td>15:10-16:07 PM</td>
<td>15:10-16:07 PM</td>
</tr>
<tr>
<td>REDONDO</td>
<td>REDONDO</td>
</tr>
<tr>
<td>↓ BEACH</td>
<td>↓ BEACH</td>
</tr>
<tr>
<td>HERMOSA</td>
<td>HERMOSA</td>
</tr>
<tr>
<td>↓ BEACH</td>
<td>↓ BEACH</td>
</tr>
<tr>
<td>MANHATTAN</td>
<td>MANHATTAN</td>
</tr>
<tr>
<td>↓ BEACH</td>
<td>↓ BEACH</td>
</tr>
<tr>
<td>↓ EL SEGUNDO</td>
<td>↓ EL SEGUNDO</td>
</tr>
<tr>
<td>↓ LA</td>
<td>↓ LA</td>
</tr>
<tr>
<td>27%</td>
<td>25%</td>
</tr>
<tr>
<td>23%</td>
<td>14%</td>
</tr>
<tr>
<td>16%</td>
<td>7%</td>
</tr>
<tr>
<td>37%</td>
<td>27%</td>
</tr>
<tr>
<td>↓ EL SEGUNDO</td>
<td>↓ EL SEGUNDO</td>
</tr>
<tr>
<td>↓ LA</td>
<td>↓ LA</td>
</tr>
<tr>
<td>13%</td>
<td>32%</td>
</tr>
<tr>
<td>10%</td>
<td>21%</td>
</tr>
</tbody>
</table>

Graph C

**EXPLANATION FOR REQUESTED CONTRIBUTIONS**

Letters were sent to the South Bay Cities requesting financial contributions for the continued operation of Line 109 between May and July 2008. Following are the explanations for the varying amounts.
May 22, 2008
Due to Metro’s intention to cancel Metro Lines 124 and 126 which service the South Bay Cities, BCT planned to take over the cancelled lines in order to maintain transit connectivity. The May 22 letter incorporated the assumed costs for absorbing the discontinued lines increasing initial contributions by approximately 16%.

<table>
<thead>
<tr>
<th>MAY 22 LETTER</th>
<th>Initial Contribution</th>
<th>2008-2009</th>
<th>2009-2010</th>
</tr>
</thead>
<tbody>
<tr>
<td>El Segundo</td>
<td>$128,106</td>
<td>$149,127.45</td>
<td>$161,523.88</td>
</tr>
<tr>
<td>Hermosa Beach</td>
<td>$74,984</td>
<td>$86,881.52</td>
<td>$94,103.67</td>
</tr>
<tr>
<td>Manhattan Beach</td>
<td>$86,639</td>
<td>$100,385.79</td>
<td>$108,730.50</td>
</tr>
</tbody>
</table>

June 18, 2008
At Metro Board meeting, Metro decided against discontinuing lines.

June 24, 2008
Due to Metro’s decision to maintain Metro Lines 124 & 126, cost assumptions associated with the absorption of Metro Lines 124 & 126 are not included, and required contributions were reduced accordingly. Redondo Beach assumed greater financial risk and burden of projected increase in petroleum costs.

<table>
<thead>
<tr>
<th>JUNE 24 LETTER</th>
<th>2008-2009</th>
<th>2009-2010</th>
</tr>
</thead>
<tbody>
<tr>
<td>El Segundo</td>
<td>$40,305</td>
<td>$45,454</td>
</tr>
<tr>
<td>Hermosa Beach</td>
<td>$25,410</td>
<td>$27,466</td>
</tr>
<tr>
<td>Manhattan Beach</td>
<td>$26,286</td>
<td>$29,644</td>
</tr>
<tr>
<td>Redondo Beach</td>
<td>$83,239</td>
<td>$93,873</td>
</tr>
</tbody>
</table>

July 28, 2008
Final amounts accurately reflect fair contributions equally.

<table>
<thead>
<tr>
<th>JULY 28 LETTER</th>
<th>2008-2009</th>
<th>2009-2010</th>
</tr>
</thead>
<tbody>
<tr>
<td>El Segundo</td>
<td>$64,598</td>
<td>$72,412</td>
</tr>
<tr>
<td>Hermosa Beach</td>
<td>$26,801</td>
<td>$30,043</td>
</tr>
<tr>
<td>Manhattan Beach</td>
<td>$28,863</td>
<td>$32,354</td>
</tr>
<tr>
<td>Redondo Beach</td>
<td>$54,978</td>
<td>$61,628</td>
</tr>
</tbody>
</table>

Difference between June 24 letter vs. July 28 Letters

<table>
<thead>
<tr>
<th>DIFFERENCE</th>
<th>2008-2009</th>
<th>2009-2010</th>
</tr>
</thead>
<tbody>
<tr>
<td>El Segundo</td>
<td>+$24,293</td>
<td>+$26,958</td>
</tr>
<tr>
<td>Hermosa Beach</td>
<td>+$1,391</td>
<td>+$2,577</td>
</tr>
<tr>
<td>Manhattan Beach</td>
<td>+$2,577</td>
<td>+$2,710</td>
</tr>
<tr>
<td>Redondo Beach</td>
<td>-$28,261</td>
<td>-$32,245</td>
</tr>
</tbody>
</table>
Although the financial gap has been reduced, the anticipated Formula Allocation Funds and fare box revenues were not sufficient to compensate for the remaining nominal financial shortfall and the rise in fuel prices.

While we did not meet your expectation for a fully funded ‘Pacific Coaster’ line, we are hoping that your City continue to participate in this growing bus line through your City, and that the above two-year funding scenario to cover the funding shortfall is acceptable to your City. The BCT will continue to pursue additional funding to cover the funding shortfall and seek out additional methods to lower the costs. Several indicators have shown this Line 109 to be a very successful transit line through your City.
ATTACHMENT A
BEACH CITIES TRANSIT - BCT 109

CONNECTING REGIONAL SERVICE
LADOT - COMMUTER EXPRESS 438
METRO - 124, 125, 126, 130, 232, 625
METRO LAX SHUTTLE - 625, 626
TORRANCE - T3
AGENDA DESCRIPTION:
Consideration and possible action regarding approval of an Agreement with Burlington Northern and Santa Fe Railways (BNSF) to construct a rail crossing over 118th Street just west of the intersection of Aviation Boulevard. (Fiscal Impact: $50,000.00)

RECOMMENDED COUNCIL ACTION:
(1) Authorize the City Manager to execute an Agreement in a form approved by the City Attorney with Burlington Northern and Santa Fe Railways to build a concrete rail crossing over 118th Street just west of the intersection of Aviation Boulevard; (2) Alternatively, discuss and take other action related to this item.

ATTACHED SUPPORTING DOCUMENTS:
Agreement with BNSF
Location Map

FISCAL IMPACT: Included in Adopted Budget
Amount Budgeted: $50,000.00
Additional Appropriation: N/A
Account Number(s): 301-400-8203-5958

ORIGINATED BY: Dan Garcia, Assistant City Engineer
REVIEWED BY: Dana Greenwood, Public Works Director
APPROVED BY: Jack Wayt, City Manager

BACKGROUND AND DISCUSSION:
As part of the FY 2008/2009 list of capital improvement projects approved by City Council, the City Council approved a $50,000.00 appropriation for this project as the City’s contribution toward this effort. Originally, Northrop Grumman (NG) approached the City to assist in improving the crossings at 118th and 120th Streets as a result of injury claims from their employees. Representatives of NG came to the Capital Improvement Program Advisory Committee (CIPAC) and offered to contribute $25,000 toward this effort if the City would move forward with this improvement.

Originally in CIPAC 2008/2009, the $50,000.00 recommended to fund this project was for the design only of both crossings at 118th and 120th Streets. In staff’s discussions with NG and BNSF, it became apparent that the City could actually accomplish the design at no cost to the City and utilize the available funds to complete the improvements at the 118th Street crossing. BNSF would not only design the crossing but will administer the construction contract and deliver an upgraded crossing (the original scope included a less durable asphalt crossing). Staff recommends approval of applying these appropriated funds toward this more focused effort.
As noted above, the City and NG met with BNSF and made significant progress toward making this project a reality in concert with all three agencies. The City and NG would contribute the committed funds ($75,000.00) as mentioned above to BNSF to design and build a concrete crossing that would have an estimated life of approximately 30 years and would significantly improve pedestrian safety at 118th Street. The total estimated cost of the crossing is $350,000.00. BNSF would be responsible for the remainder of the costs that exceeds the City’s and NG’s contribution. Staff recommends approval of this agreement with BNSF so that BNSF can begin to construct the crossing scheduled for December 2008. Construction is expected to take approximately 30 working days (completion by January 2009).

Future Work

118th Street is the closest pedestrian crossing from the Metro Greenline Station at Aviation Boulevard to access Northrop Grumman. It has heavier pedestrian traffic than 120th Street. This year’s efforts were therefore focused on the 118th Street crossing. Provided that this project moves forward successfully, staff will recommend a similar improvement with similar costs for the 120th Street crossing to CIPAC in FY 2009/2010 for their consideration.
CROSSING SURFACE INSTALLATION AGREEMENT

BNSF RIGHT-OF-WAY
118th STREET
DOT #: 028047C
MP 13,37
Harbor Subdivision

This Crossing Surface Installation Agreement (hereinafter called, this “Agreement”) is entered into effective as of __________, 2008, by and between The City of El Segundo (hereinafter called, “Agency”) and BNSF RAILWAY COMPANY (hereinafter called, the “Company”).

WHEREAS, Company operates a freight transportation system by rail with operations throughout the United States and Canada; and

WHEREAS, Agency and Company desire to replace the existing crossing surface at 118th Street with a new concrete and rubber crossing surface;

NOW, THEREFORE, in consideration of the mutual covenants and agreements of the parties contained herein, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

1. **Company Work.** The Company will install a new concrete and rubber crossing surface for a width of 72 feet from the edge of the pavement to edge of pavement. The new crossing surface will adequately cover all vehicular driving lanes at 118th Street/Avenue. The Company will perform all necessary track upgrades to accommodate the new crossing surface.

2. **Payment; Invoicing.** Upon execution of this Agreement by both parties hereto, Company will send Agency an invoice detailing the total amount owed by Agency for the new crossing surface. Company shall send to Agency a final invoice upon completion and Agency shall pay the final invoice within 30 days of receipt. Agency agrees to pay Company a fixed amount of seventy-five thousand and No/100 Dollars ($75,000) for the new crossing surface.

3. **Maintenance of the Crossing Surface.** After installation of the new crossing surface is completed, the Company will maintain, at its own cost and expense, the crossing surface, against normal wear and tear, in a satisfactory manner for the expected life of the crossing surface. Notwithstanding the preceding sentence, the Company shall be entitled to receive any contribution toward the cost of such maintenance made available by reason of any existing or future laws, ordinances, regulations, orders, grants, or other means or sources.

4. **Vehicular Traffic during Installation.** The Agency shall provide, at its own cost and expense, all necessary barricades, lights or traffic control devices for detouring vehicular traffic at the 118th Street crossing during installation of the new crossing surface.

5. **Drainage.** The Agency agrees to allow the Company to drain water from the 118th Street crossing area into existing Agency storm sewers, if such storm sewers are available. Drain pipes and filter fabric necessary for such drainage will be furnished and installed by the Company.

6. **Term.** This Agreement begins on the effective date set forth above and remains in effect until completion of all work contemplated in this Agreement and Agency’s payment of the amounts set forth in Section 2 above.
7. **Indemnification.** Company must defend, indemnify, and hold Agency harmless and free from any and all claims for damages which may occur, arising out of Company’s work except for damages arising solely from Agency’s active negligence or willful misconduct.

8. **Prevailing Wages.**

   A. Pursuant to Labor Code § 1720, and as specified in 8 California Code of Regulations § 16000, Company must pay its workers prevailing wages. It is Company’s responsibility to interpret and implement any prevailing wage requirements and Company agrees to pay any penalty or civil damages resulting from a violation of the prevailing wage laws.

   B. In accordance with Labor Code § 1773.2, copies of the prevailing rate of per diem wages are available upon request from Agency’s Engineering Division or the website for State of California Prevailing wage determination at http://www.dir.ca.gov/DLSR/PWD. Company must post a copy of the prevailing rate of per diem wages at the job site.

   C. Agency directs Company’s attention to Labor Code §§ 1777.5, 1777.6 and 3098 concerning the employment of apprentices by Company or any subcontractor.

   D. Labor Code § 1777.5 requires Company or subcontractor employing tradesmen in any apprenticeship occupation to apply to the joint apprenticeship committee nearest the site of the public works project and which administers the apprenticeship program in that trade for a certificate of approval. The certificate must also fix the ratio of apprentices to journeymen that will be used in the performance of the contract. The ratio of apprentices to journeymen in such cases will not be less than one to five except:

   i. When employment in the area of coverage by the joint apprenticeship committee has exceeded an average of 15 percent in the 90 days before the request for certificate, or

   ii. When the number of apprentices in training in the area exceeds a ratio of one to five, or

   iii. When the trade can show that it is replacing at least 1/30 of its membership through apprenticeship training on an annual basis state wide or locally, or

   iv. When Company provides evidence that Company employs registered apprentices on all of his contracts on an annual average of not less than one apprentice to eight journeymen.

   v. Company is required to make contributions to funds established for the administration of apprenticeship programs if Company employs registered apprentices or journeymen in any apprenticeable trade on such contracts and if other contractors on the public works site are making such contributions.

   vi. Company and any subcontractor must comply with Labor Code §§ 1777.5 and 1777.6 in the employment of apprentices.

   vii. Information relative to apprenticeship standards, wage schedules and other requirements may be obtained from the Director of Industrial Relations, ex officio the Administrator of Apprenticeship, San Francisco, California, or from the Division of Apprenticeship Standards and its branch offices.

E. Company and its subcontractors must keep an accurate certified payroll records showing the name, occupation, and the actual per diem wages paid to each worker employed in connection with this
Agreement. The record will be kept open at all reasonable hours to the inspection of the body awarding the contract and to the Division of Labor Law Enforcement. If requested by Agency, Company must provide copies of the records at its cost.

9. **Independent Contractor.** Agency and Company agree that Company will act as an independent contractor and will have control of all work and the manner in which is it performed. Company will be free to contract for similar service to be performed for other employers while under contract with Agency. Company is not an agent or employee of Agency and is not entitled to participate in any pension plan, insurance, bonus or similar benefits Agency provides for its employees. Any provision in this Agreement that may appear to give Agency the right to direct Company as to the details of doing the work or to exercise a measure of control over the work means that Company will follow the direction of the Agency as to end results of the work only.

10. **Governing Law.** This Agreement has been made in and will be construed in accordance with the laws of the State of California and exclusive venue for any action involving this Agreement will be in Los Angeles County.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed and attested by its duly qualified and authorized officials as of the day and year first written above.

**COMPANY:**

**BNSF RAILWAY COMPANY:**

By: ______________________________
Printed Name: Melvin Thomas
Title: Manager Public Projects

**AGENCY:**

**City of El Segundo**

By: ______________________________
Printed Name: ______________________
Title: ______________________________
AGENDA DESCRIPTION:

Consideration and possible action regarding adoption of Plans and Specifications for the Rehabilitation of Sycamore Park Playground (southeast corner of Sycamore Avenue and California Street)
Approved Capital Improvement Project. Project No. PW 08-12
(Fiscal Impact: $114,767.00)

RECOMMENDED COUNCIL ACTION:

1. Approve Plans and Specifications.
2. Appropriate Roberti-Z'Berg-Harris (RZH) Bond Act Grant Funds in the amount of $93,741.00 for the project.
3. Authorize bid solicitations.
4. Alternatively, discuss and take other action related to this item.

ATTACHED SUPPORTING DOCUMENTS:

Location Map
Conceptual proposed design

FISCAL IMPACT: Included in Adopted Budget

<table>
<thead>
<tr>
<th>Amount Requested:</th>
<th>$114,767.00</th>
</tr>
</thead>
<tbody>
<tr>
<td>Additional Appropriation:</td>
<td>Yes</td>
</tr>
<tr>
<td>Account Number(s):</td>
<td>301-400-8202-8978; 301-300-0000-3703</td>
</tr>
</tbody>
</table>

ORIGINATED BY: Maryam M. Jonas, Principal Civil Engineer
REVIEWED BY: Dana Greenwood, Public Works Director
APPROVED BY: Jack Wayt, City Manager

BACKGROUND AND DISCUSSION:

The City has secured grant funding in the amount of $49,061.00 through the Roberti-Z’Berg-Harris (RZH) Bond Act in 2000 and $44,680.00 in 2002 to rehabilitate Sycamore Park playground for compliance with the American with Disability Act (ADA). The proposed work includes the replacement of an existing swing set which was removed for safety reason, replacement of the existing concrete pad and picnic tables, installation of a poured-in-place rubber surfacing, and installation of ADA accessible ramp from the sidewalk into the park. The grant funds are provided on a reimbursement basis. The grant required a matching fund of $21,026 which is available in the approved FY 2008-2009 budget.
The Recreation and Park Commission reviewed and approved the project design. The Plans and Specifications are complete and available at the City Clerks Office and Public Works Department for review.
EL SEGUNDO CITY COUNCIL
AGENDA STATEMENT

MEETING DATE: November 5, 2008
AGENDA HEADING: Consent Agenda

AGENDA DESCRIPTION:

Consideration and possible action regarding the approval of a Contract Change Order in conjunction with construction of the Nash Street/Douglas Street One-Way to Two-Way Street Conversion project from Imperial Highway to El Segundo Boulevard. (Fiscal Impact: 68,820.11)

RECOMMENDED COUNCIL ACTION:

1. Authorize the City Manager to execute Change Order No. 3 to the existing Public Works Contract with KDC, Inc., dba Dynalectric (Dynalectric) in the amount of $68,820.11.
2. Alternatively, discuss and take other action related to this item.

ATTACHED SUPPORTING DOCUMENTS:

None

FISCAL IMPACT: Included in Adopted Budget

Amount Budgeted: $68,820.11
Additional Appropriation: N/A
Account Number(s): 301-400-8203-8940

ORIGINATED BY: Maryam M. Jonas, Principal Civil Engineer
REVIEWED BY: Dana Greenwood, Public Works Director
APPROVED BY: Jack Wayt, City Manager

BACKGROUND AND DISCUSSION:

On September 4, 2007, the City entered into a Public Works Agreement in the amount of $1,209,900 for the construction of Nash Street/Douglas Street One-Way to Two-Way Street Conversion Project. The Council also approved Change Order No. 1 for the installation of the early turn tower on Imperial Avenue for $10,000.

On June 4, 2008, the City Council approved an amendment to a Memorandum of Understanding (MOU) between the City and Los Angeles County Metropolitan Transportation Authority (MTA) approving the additional expenditure $478,785.00 for resurfacing the asphalt concrete pavement on Douglas Street between El Segundo Boulevard and Imperial Highway. (Change Order No. 2)
Funding Status:

<table>
<thead>
<tr>
<th>Available Grant Funds $5,000,000</th>
<th>Projected Project Costs</th>
<th>Metro Share (65%)</th>
<th>City Share (35%)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Design</td>
<td>$ 222,004</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Inspection and testing</td>
<td>$ 175,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Construction</td>
<td>$1,688,685</td>
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<tr>
<td>20% Construction contingency</td>
<td>$ 417,138</td>
<td></td>
<td></td>
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<tr>
<td>Total Projected Costs</td>
<td>$2,502,827</td>
<td>$1,328,838</td>
<td>$ 875,989</td>
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<tr>
<td>Remaining Balance</td>
<td>$2,497,173</td>
<td>$1,623,162</td>
<td>$ 874,011</td>
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</table>

Change Order

Staff is requesting approval of Change Order No. 3 in the amount of $68,820.11 covering the following items:

<table>
<thead>
<tr>
<th>Item No.</th>
<th>Description of Changes</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Additional striping at the intersection of Atwood Way and Douglas Street (CO #7)</td>
<td>2,091.18</td>
</tr>
<tr>
<td>2</td>
<td>Provide and install EVP Opticom at Nash Street and Atwood Way and installation of</td>
<td>6,993.36</td>
</tr>
<tr>
<td></td>
<td>additional Astro bracket. (CO #4 &amp; 8)</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Provide and install additional regulatory signs as required by the County (CO #9 &amp; 5)</td>
<td>4,465.67</td>
</tr>
<tr>
<td>4</td>
<td>Additional work required by LADOT for the intersections of Imperial Highway and Nash</td>
<td>22,291.53</td>
</tr>
<tr>
<td></td>
<td>and Douglas Streets. (CO #6)</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>Cat-track for loop installation prior to Grind and Overlay (CO #3)</td>
<td>2,966.37</td>
</tr>
<tr>
<td>6</td>
<td>Additional charges based on the actual measured quantities</td>
<td>30,012.00</td>
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</tbody>
</table>

Total Change Orders $68,820.11

Change Order No. 3 will be funded from the $417,138.00 approved contingency.

Staff will be presenting the final accounting and acceptance of the project after execution of the MOU with MTA. As detailed in the approved funding status, a significant balance of the funding will remain after anticipated construction cost for the project.
AGENDA DESCRIPTION:
Consideration and possible action regarding approval of a Class Specification for the new job classification of Pool Maintenance Technician and adoption of a Resolution establishing a basic monthly salary range. Operating Budget. (Fiscal Impact: $5,880)

RECOMMENDED COUNCIL ACTION:
2. Approve the proposed Class Specification.
3. Alternatively, discuss and take other action related to this item.

ATTACHED SUPPORTING DOCUMENTS:
1. Proposed Class Specification; and

FISCAL IMPACT: Included in Adopted Budget

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

ORIGINATED BY: Mark Trujillo, Park Superintendent

REVIEWED BY: Judy Andoe, Acting Director of Recreation and Parks

APPROVED BY: Jack Wayt, City Manager

BACKGROUND AND DISCUSSION:
The Senior Park Maintenance Worker position for the past several years had actually been a position of "dual" responsibilities; one of which oversees the ongoing maintenance of all aquatic facilities; the other includes that of general park maintenance. However, with the aging of the Urho Saari Swim Stadium, the Plunge has increasingly required a more unique and specialized maintenance required on a daily and more detailed plan, thus requiring more time to be spent at the Aquatic facilities and way from the parks. With the addition of the aquatic work load and the tight scheduling of programs, the Senior Park Maintenance Worker no longer works the same schedule as the Parks Division crews. The Parks Division works the 9/80 schedule while the Senior Park Maintenance Worker works the 10/80. There is also a shift difference where the Parks Division works from 6:30 a.m. to 4:00 p.m. and the Senior Park Maintenance Worker shift is from 5:00 a.m. to 1:30 p.m.
With the Senior Park Maintenance Worker spending the majority of the shift involved in aquatic maintenance issues and the added areas of responsibilities such as Campus El Segundo, Camp Eucalyptus, Downtown Streetscape, Clutters Park, and Douglas Street underpass landscaping the Division has been using part-time employees to keep up with the workload.

The Human Resources Department recently recruited for the vacant Senior Park Maintenance Worker position and advertised in the Daily Breeze newspaper, California Parks and Recreation job line, Jobs Available publication, and the El Segundo Herald. The result of this recruitment under the title of Senior Park Maintenance Worker produced a small collection of candidates with very little experience in pool maintenance; the majority of the candidates had a horticultural background. A survey of other cities found that they are having similar problems filing pool maintenance positions. The City of La Mirada recently reclassified their position to Pool Technician.

With the aging Urho Saari Swim Stadium, with renovations planned for the very near future, as well as the maintenance of two older outdoor seasonal pools and the possibility of a new aquatic facility possibly on the horizon, the need to have a professional Pool Maintenance Technician to insure the safety and well being of our users and maintain the City’s physical investments.

With the qualifications, skills, licensing and certification required to handle the needs of the current responsibilities at hand, a reclassification is most timely to properly recruit to the target audience.
RESOLUTION NO.___________

A RESOLUTION ESTABLISHING BASIC MONTHLY SALARY RANGE FOR THE JOB CLASSIFICATION OF POOL MAINTENANCE TECHNICIAN.

The City Council does resolve as follows:

Section 1: The City Council approves the following basic monthly salary range:

**Pool Maintenance Technician - 25**

<table>
<thead>
<tr>
<th>Step</th>
<th>A</th>
<th>B</th>
<th>C</th>
<th>D</th>
<th>E</th>
</tr>
</thead>
<tbody>
<tr>
<td>Step A</td>
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Section 2: The City Clerk is directed to certify the adoption of this Resolution; record this Resolution in the book of the City’s resolutions; and make a minute of the adoption of the Resolution in the City Council’s records and the minutes of this meeting.

Section 3: This Resolution will become effective immediately upon adoption and will remain effective unless repealed or superseded.

PASSED AND ADOPTED this _5th_ day of _November_, 2008.

__________________________
Kelly McDowell,
Mayor
CERTIFICATION

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

I, Cindy Mortesen, City Clerk of the City of El Segundo, California, do hereby certify that the whole number of members of the City Council of said City is five; that the foregoing Resolution No. _____ was duly passed and adopted by said City Council, approved and signed by the Mayor, and attested to by the City Clerk, all at a regular meeting of said Council held on the 5th day of November, 2008, and the same was so passed and adopted by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:
NOT PARTICIPATING:

WITNESS MY HAND THE OFFICIAL SEAL OF SAID CITY this _____ day of __________, 2008.

Cindy Mortesen, City Clerk
of the City of El Segundo,
California
(SEAL)

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

By: _______________________
   Karl H. Berger
   Assistant City Attorney

- 2 -
City of El Segundo, CA

Job Description

Job Code:

Pool Maintenance Technician

Definition: Under general supervision of the Recreation and Parks Supervisor, oversees and performs a variety of tasks in the operation, maintenance, cleaning, and servicing of equipment and facilities in and around the City's Aquatic Facilities; provides training and supervision in pool equipment operations for aquatics staff; and performs other related duties, as required.

Essential Functions: Essential functions, as defined under the Americans with Disabilities Act, may include the following duties and responsibilities, knowledge, skills and other characteristics. This list of duties and responsibilities is ILLUSTRATIVE ONLY, and is not a comprehensive listing of all functions and tasks performed by positions in this class.

Characteristic Duties and Responsibilities:

Oversees and performs a variety of tasks in the operation, maintenance, cleaning, and servicing of equipment in and around the Aquatics Facilities, including performing tests for chlorine, PH, calcium hardness, TDS, and total alkalinity; treats water with chemicals to maintain safe and healthy water quality; monitors chemical usage and cleans probes and chemical injectors.

Repairs a variety of equipment, including back stroke flags, lane lines, lane line reels, pool covers, lifeguard stands, and diving boards; performs mechanical inspections and repairs to pool pumps, filters, chemical pumps, and chemical feed lines; performs minor electrical, plumbing masonry, carpentry, and graffiti removal.

Maintains and cleans pools; skims surface of pools and uses pool vacuum cleaners; maintains and cleans decks, pump houses, and surrounding areas; picks up debris in and around pool areas and empties deck area trash cans. Performs inspection of custodial operations of Aquatic Facilities buildings and pool areas; may serve as lead worker for other City employees.

Purchases maintenance, chemicals, and personal safety supplies; researches prices and vendors; works with vendors in purchasing supplies and equipment and tracks expenditures and monitors budgets. Maintains and produces a variety of records and reports, including maintenance sheets, water quality sheets, chemical consumption, equipment orders, safety supplies, respirator fit test, water slide inspection reports and material Safety Data Sheets (MSDS). Completes, reviews, and files accident and incident reports and updates maintenance manuals and diagrams.

Prepares pools for summer operation and winterization; adjusts chemicals; winterizes pool heaters; applies and removes pool covers and sets up swim lane lines. Assists staff with emergency responses. Interacts with the public and ensures excellent customer service is given at Aquatics
facilities; answers questions and complaints from the public; sets up and cleans up after major events; attends and participates in a variety of meetings and trainings.

Assists with Park Maintenance or Building Maintenance Division, as needed. Assists with city-sponsored special events which may require overtime and schedule change. Maintains positive working relationships with City management, staff, and representatives of community organizations, state/local agencies, and the public.

**Knowledge, Skills and Other Characteristics:**

Knowledge of modern principles, practices and philosophies for maintaining and operating aquatic facilities.
Knowledge of chemical feed systems and related chemicals; mechanical operation; troubleshooting of chemical pumps, vacuums, pool pumps, chemical feed systems, basic heater usage; methods and techniques of water sterilization, chlorination, and PH balancing.
Knowledge of basic principles and techniques used in electrical, plumbing, masonry and carpentry work.
Knowledge of principles and techniques for purchasing supplies and equipment.
Knowledge of methods and techniques of supervising, part-time and seasonal staff.
Knowledge of basic principles of mathematics.
Knowledge of applicable federal, state and local laws, codes and regulations related to aquatics programs and facilities.
Knowledge of methods and techniques for record keeping and report preparation and writing; proper English, spelling and grammar.
Knowledge of occupational hazards and standard safety practices.

Ability to oversee and perform the day-to-day duties associated with the operation, maintenance, cleaning, and servicing in and around the city’s Aquatic Facilities.
Ability to purchase supplies and equipment.
Ability to perform basic electrical, plumbing, painting, masonry, and carpentry work.
Ability to safely and effectively operate a variety of maintenance equipment, tools and materials; operate standard aquatic tools and equipment.
Ability to train and supervise part-time, seasonal staff; implement, explain and apply applicable laws, codes, and regulations related to aquatics facilities.
Ability to read, interpret, and record data accurately; organize, prioritize and follow-up on work assignments.
Ability to work independently and as part of a team.
Ability to make sound decisions within established guidelines.
Ability to analyze complex issues and develop and implement appropriate responses.
Ability to follow written and oral directions.
Ability to observe safety principles and work in a safe manner; enforce safety rules at aquatic events.
Ability to communicate clearly and concisely, both orally and in writing; establish and maintain effective working relationships.
Pool Maintenance Technician

Working Conditions:

Regularly required to lift and/or carry up to 100 pounds.
Regularly exposed to sounds and smells associated with equipment and materials.
Occasionally works in confined spaces, in close proximity to electrical, noise and mechanical hazards.

Licensing/Certification Requirements:

Possession of a valid California Class “C” Driver’s License is required at time of appointment.
Possession of, or ability to obtain within six months of appointment, American Red Cross CPR and First Aid Certification, Certified Pool Operator’s License or Aquatics Facility Operator’s License, or Aquatics Facility Operator’s Certification and Confined Space Certificate, and Los Angeles County Pool Technician Certification.

Minimum Qualifications:

Graduation from High School or GED Certificate, and any combination of experience and education that would provide the required knowledge, skills, and abilities necessary to perform the duties of a Pool Maintenance Technician. Two years of increasingly responsible experience in the operation, maintenance, cleaning and servicing of public aquatic facilities is required; public aquatic facilities/pools experience is highly desirable.
EL SEGUNDO CITY COUNCIL

AGENDA STATEMENT

MEETING DATE: November 5, 2008
AGENDA HEADING: Consent Agenda

AGENDA DESCRIPTION:
Consideration and possible action regarding the adoption of a Resolution providing for an increase in the Basic Monthly Salary Range for the job classification of Principal Civil Engineer. Operating Budget. (Fiscal Impact: $3343)

RECOMMENDED COUNCIL ACTION:
1. Adopt the Resolution establishing a Basic Monthly Salary Range for the job classification of Principal Civil Engineer.
2. Alternatively, discuss and take other action related to this item.

ATTACHED SUPPORTING DOCUMENTS:
1. Resolution establishing Basic Monthly Salary Range for Principal Civil Engineer.

FISCAL IMPACT: Included in Adopted Budget

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

ORIGINATED BY: Bob Hyland, Director of Human Resources
REVIEWED BY: Bob Hyland, Director of Human Resources
APPROVED BY: Jack Wayt, City Manager

BACKGROUND AND DISCUSSION:

In the Fiscal Year 2008-2009 Operating Budget, the one position job classification of Senior Civil Engineering Associate was reclassified to Principal Civil Engineer. The salary range for the new job classification of Principal Civil Engineer was identified at Range 49s. However, staff has now become aware that it was the intent of the then Interim Director of Public Works and subsequently the intent of our current Director of Public Works, to have the salary range placement at parity with the related Job Classification of Principal Planner.

Placement at Salary Range 52s results in parity with Principal Planner, and both Principal Planner and Principal Civil Engineer are 9.2% below their respective department’s management job classifications of Planning Manager and Assistant City Engineer.

Principal Planner and Principal Civil Engineer are both represented by the Supervisory and Professional Employees’ Bargaining Unit.
RESOLUTION NO.__________

A RESOLUTION ESTABLISHING BASIC MONTHLY SALARY RANGE FOR THE JOB CLASSIFICATION OF PRINCIPAL CIVIL ENGINEER.

The City Council does resolve as follows:

Section 1: The City Council approves the following basic monthly salary range:

**Principal Civil Engineer – 52s**

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AYES:

NOES:

ABSENT:

ABSTAIN:

NOT PARTICIPATING:

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Cindy Mortesen, City Clerk
of the City of El Segundo,
California
(SEAL)