



# AGENDA

## EL SEGUNDO CITY COUNCIL

REGULAR MEETING  
TUESDAY, AUGUST 17, 2021  
CITY COUNCIL CHAMBER

350 MAIN STREET, EL SEGUNDO, CA 90245

4:00 PM CLOSED SESSION - *CANCELLED*  
6:00 PM OPEN SESSION

MEETING ID: 964 5963 7962  
PIN: 730770

***PUBLIC ADVISORY:***  
***THE CITY COUNCIL CHAMBER AND/OR LOBBY WILL ONLY BE OPEN TO THE PUBLIC FOR PUBLIC COMMUNICATIONS.***  
***(Face masks/coverings are required to be worn inside City facilities)***

**Drew Boyles, Mayor**  
**Chris Pimentel, Mayor Pro Tem**  
**Carol Pirsztuk, Councilmember**  
**Scot Nicol, Councilmember**  
**Lance Giroux, Councilmember**

Tracy Weaver, City Clerk  
Matthew Robinson, City Treasurer

### Executive Team

Scott Mitnick, City Manager  
Barbara Voss, Deputy City Manager  
Jamie Bermudez, Interim Police Chief  
Michael Allen, Development Services Director  
Elias Sassoon, Public Works Director  
Melissa McCollum, Community Svcs. Director

Mark Hensley, City Attorney  
Joe Lillio, Chief Financial Officer  
Deena Lee, Acting Fire Chief  
Rebecca Redyk, HR Director  
Charles Mallory, Info. Tech. Director

### MISSION STATEMENT:

“Provide a great place to live, work, and visit.”

### VISION STATEMENT:

“A hub for innovation where big ideas take off.”

## How Can Members of the Public Observe and Provide Public Comments?

- Residents can watch the meeting live via Spectrum Channel 3, AT&T U-Verse Channel 99 and/or El Segundo TV at YouTube.com. Access remotely via Zoom from a PC, Mac, iPad, iPhone, or Android device or by phone. Use URL <https://zoom.us/j/96459637962> and enter PIN: 730770 or visit [www.zoom.us](http://www.zoom.us) on device of choice, click on “Join a Meeting” and enter meeting ID and PIN.
- Join by phone at 1-669-900-9128 and enter meeting ID and PIN. **Your phone number is captured by the Zoom software and is subject to the Public Records Act. Dial \*67 BEFORE dialing in to remain anonymous.**
- For Public Communications, members of the public may provide comments in the Lobby and/or Council Chamber or via Zoom. For in person comments, please fill out a Speaker Card located in the Chamber Lobby and for Zoom comments, notify meeting host by raising your virtual hand (see hand icon at bottom of screen) and you will be invited to speak. (If you do not wish for your name to appear on the screen, then use the drop-down menu and click on “rename” to rename yourself “anonymous”) Please note that you will be placed in a “listen only” mode and your video feed will not be shared with City Council or members of the public.
- Do not simultaneously use a microphone through Zoom and a cellphone/telephone, this combination results in audio problems.
- For written communication, submit to [ALLELECTEDOFFICIALS@elsegundo.org](mailto:ALLELECTEDOFFICIALS@elsegundo.org) by 3:00 PM to be uploaded to the Website. Emails received after 3:00 PM will be posted the next day.
- For Public Hearings, public communication will be via zoom only.
- Speaker cards and attendees information captured by Zoom software will be considered public documents subject to possible posting on the City’s website and are subject to disclosure under the Public Records Act.

**Additional Information:**

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 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](http://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, members of 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 state: your name, residence, and organization/group you represent, if desired. Please respect the time limits.

**In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk’s Office at 310-524-2305. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.**

**REGULAR MEETING OF THE EL SEGUNDO CITY COUNCIL  
TUESDAY, AUGUST 17, 2021 - 6:00 PM**

**6:00 PM – CONVENE REGULAR SESSION**

**CALL TO ORDER**

**INVOCATION** – Pastor Wes Harding, The Bridge

**PLEDGE OF ALLEGIANCE** – Council Member Giroux

**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.*

**SPECIAL PRESENTATIONS**

1. LA Giltinis Rugby Team Recognition
2. Coach Skip Jones Commendation
3. Hyperion Recovery Update

**CITY MANAGER FOLLOW-UP COMMENTS – (Related to Public Communications)**

**A. PROCEDURAL MOTIONS**

**Read all ordinances and resolutions on the Agenda by title only.**

Recommendation - Approval

**B. CONSENT**

**4. City Council Meeting Minutes**

Recommendation - Approve Regular Meeting Minutes of June 16, 2021 and Special Meeting Minutes of June 29, 2021.

**5. Warrants Demand Register for June 6, 2021 through July 29, 2021**

Recommendation - Ratify Payroll and employee benefit checks; Checks released early due to contracts or agreement; Emergency disbursements and/or adjustments; and, Wire transfers. Approve the following Warrant Demand Register numbers 18A, 18B, 19A, 19B, 1A, 2A, 2B, and 3A: Warrant numbers 3036082 through 3036881, and 9002069 through 9002122.

**6. Notice of Completion for Water Main Improvements on Indiana Street**

Recommendation -

1. Accept Water Main Improvements on Indiana Street, Project No. PW 20-04, by Cedro Construction, Inc. as complete.
2. Authorize the City Clerk to file a Notice of Completion with the County Recorder's Office.

**7. Administrative Use Permit to Allow the Sale of Beer, Wine, and Distilled Spirits for Onsite Consumption at Richmond Bar and Grill, Located at 145 Richmond Street**

Recommendation - Receive and file.

**8. Advertise for Construction of FY 2021-22 Annual Concrete Improvements Project**

Recommendation -

1. Adopt Resolution approving plans and specifications for FY 21/22 Concrete Improvements Project, Project No. PW 21-10 to repair defective sidewalks, driveway approaches, curbs and gutters, and ramps throughout the City.
2. Authorize staff to advertise the project for construction bids.

**9. Rental Rate Adjustment for New Tenants at Park Vista**

Recommendation - Affirm the El Segundo Senior Citizens Housing Corporation



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Board's decision to increase the rental rate for new incoming tenants at Park Vista from 50 percent of market rate to 60 percent of market rate, effective July 1, 2021.

**10. Use of City Property for the El Segundo Art Walk on Saturday, August 28, 2021**

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Recommendation - Authorize use of City property as central venue, permit operation of a beer garden on public property, and approve closure of Eucalyptus Drive (Franklin to Grand) for the 2021 El Segundo Art Walk pending City approval of all permits.

**11. Ordinance Repealing Local Campaign Contribution Limits in Favor of State Law Campaign Contribution Limits to be Enforced by the Fair Political Practices Commission (FPPC)**

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Recommendation - Waive second reading and adopt an ordinance repealing the City's campaign contribution limits in favor of state law's campaign contribution limits effective January 1, 2021.

**C. PUBLIC HEARINGS**

**12. Adopt a Resolution Certifying the 2020 Urban Water Management Plan (UWMP)**

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Recommendation -

1. Open the Public Hearing.
2. Receive all written and verbal testimony regarding the 2020 Urban Water Management Plan.
3. Adopt the Resolution approving the quintennial 2020 Urban Water Management Plan.

**D. STAFF PRESENTATIONS**

**13. Covid-19 Update and Ratify City Manager's Amendment to Administrative Order No. 1 dated June 29, 2021**

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Recommendation -

1. Receive and file Covid-19 Update.
2. Ratify Amendment to Administrative Order No. 1 addressing extended temporary encroachment permits for restaurants and retail food facilities conducting outdoor dining service within the public right-of-way to September 30, 2021.

**14. Conversion of Two-way Stop Signs to Four-way Stop Signs at the Intersection of Hillcrest Street at West Pine Avenue**

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Recommendation - Consider a request to convert two-way stop signs to four-way stop signs at the intersection of Hillcrest Street and West Pine Avenue.

**E. COMMITTEES, COMMISSIONS AND BOARDS PRESENTATIONS**

**15. Conclusion of the City's Technology Committee**

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Recommendation -

Approve the conclusion of the Technology Committee

**F. REPORTS - CITY CLERK**

**G. REPORTS - CITY TREASURER**

**H. REPORTS - COUNCIL MEMBERS**

COUNCIL MEMBER GIROUX

COUNCIL MEMBER NICOL

COUNCIL MEMBER PRISZTUK

MAYOR PRO TEM PIMENTEL

MAYOR BOYLES

**I. REPORTS - CITY ATTORNEY**

**J. REPORTS/FOLLOW-UP - CITY MANAGER**

**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)**

**MEMORIALS**

**ADJOURNMENT**

POSTED:

DATE: August 12, 2021

TIME: 1:00 PM

BY: Tracy Weaver, City Clerk

SPECIAL MEETING OF THE EL SEGUNDO CITY COUNCIL  
TUESDAY, JUNE 29, 2021 – 4:00 PM

CALL TO ORDER – Mayor Boyles at 4:02 PM

ROLL CALL

Mayor Boyles	-	Present
Mayor Pro Tem Pimentel	-	Present
Council Member Pirsztuk	-	Absent
Council Member Nicol	-	Present
Council Member Giroux	-	Present

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

CONSENT:

1. Approve the suspension of El Segundo Municipal Code Section 7-6-8 to allow adults over 21 years of age to bring and consume alcohol at Library Park on the days of the Summer Concerts in the Park, Sundays, July 11, July 25, August 8, and August 15, 2021 from 3:00 p.m. until 7:00 p.m.
2. Approve and adopt the proposed revised examination plan for the Police Captain position.

MOTION by Council Member Nicol, SECONDED by Council Member Giroux, approving Consent Agenda items 1 and 2. MOTION PASSED BY UNANIMOUS VOICE VOTE. 4/0

ADJOURNMENT at 4:04 PM

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Tracy Weaver, City Clerk

MEETING MINUTES OF THE EL SEGUNDO CITY COUNCIL  
TUESDAY, JUNE 15, 2021

CALL TO ORDER CLOSED SESSION – Due to lack of quorum, meeting adjourned to 5:02 PM.

ROLL CALL

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

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

SPECIAL ORDER OF BUSINESS:

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

CLOSED SESSION:

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

CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (GOV'T CODE §54956.9(D)(1): -1- MATTERS

1. Scott O'Connor (City Police Officer) v. City of El Segundo, United States District Court (Central District of California), Civil Case No. 2:20-CV-0311 DMG (PLAx)

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Initiation of litigation pursuant to Government Code §54956.9(c): -1- matter.

Mayor Boyles recessed Closed Session at 5:32 PM

6:00 PM – CONVENE REGULAR SESSION

CALL TO ORDER – Mayor Boyles at 6:01 PM (Council on dais, public virtual)

INVOCATION – Rabbi Dovid Libson, Jewish Community Center

PLEDGE OF ALLEGIANCE – Council Member Pirsztuk

ROLL CALL

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

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

***In Chamber***

Coach Steve Woods, resident, recognized Coach Skip Jones and the ESHS Girls Soccer team on their Championship.

***Via Zoom***

Anya Goldstein, resident, thanked the City and Council for recognizing Pride Month and lighting up the Water Tower on June 28, 2021.

***Read into the record the following emails.***

John Pickhaver, Kate Alavez and Lindsay Pinkham regarding several items.

CITY MANAGER FOLLOW-UP COMMENTS:

SPECIAL PRESENTATIONS:

2. Recognition of the ESHS Girls' Soccer Team - CIF Champions. Coach Skip Jones and team were honored by City Council.
  3. Da Vinci School COVID-19 Response Appreciation presented by Dr. Matt Wunder to City Council and the All-Hazard Incident Management Team (AHIMT).
  4. Recognition of South Bay Fiber Ring Completion, Charles Mallory, Information Technology Services Director presented a "shovel" to Council.
  5. Proclamation read by Mayor Boyles, proclaiming June 19, 2021 as Juneteenth Celebration Day. Shad McFadden, DEI Chairperson accepted the proclamation.
  6. COVID-19 Update presented by Randall Collins Emergency Management Coordinator.
  7. Recognition of Police Chief Bill Whalen's Retirement presented by Scott Mitnick, City Manager.
- A. Read all Ordinances and Resolutions on the Agenda by Title Only.

MOTION by Council Member Giroux, SECONDED by Council Member Pirsztuk to read all ordinances and resolutions on the agenda by title only. MOTION PASSED BY UNANIMOUS VOICE VOTE. 5/0

B. CONSENT

8. Approve Special Meeting Minutes of May 27, 2021 and May 28, 2021 and Regular Meeting Minutes of June 1, 2021.
9. Ratify payroll and employee benefit checks; checks released early due to contracts or agreement; emergency disbursements and/or adjustments; and wire transfers and approve the following warrant demand register from May 23, 2021 – June 4, 2021; numbers 17A, and 17B: Warrant numbers 3035915 through 3035996, and 9002025 through 9002068.  
(Fiscal Impact: \$2,391,655.19 (\$1,557,183.89 in check warrants and \$834,471.30 in wire warrants)).
10. Professional Service Agreements and Blanket Purchase Orders for Fiscal Year 2021-2022 in Excess of \$50,000.  
Recommendation -
  1. Authorize the City Manager to amend contract #5346 with Prosum, Inc, amendment no. 5346E,. to provide project management and technical services for the Information Technology Services Department for an amount not to exceed \$750,000 in FY 2021/2022 (General Fund – Information Technology Services).
  2. PULLED BY COUNCIL MEMBER GIROUX
  3. Authorize the issuance of a blanket purchase order to Metron Farnier for an amount not to exceed \$300,000 in total for the purchase of single jet AMR water meters for the City’s water system in FY 2021/2022 (Water/Wastewater Enterprise Fund).
  4. Authorize staff to continue to purchase gasoline and diesel fuel for City vehicles and equipment through the use of spot market purchasing for an amount not to exceed \$254,500 in FY 2021/2022 (General Fund = \$190,000; Asset Forfeiture Fund = \$13,000; Prop “A” Fund = \$30,000; Water Enterprise Fund = \$12,500; Wastewater Enterprise Fund = \$9,000).
  5. Authorize the City Manager to amend contract 6062 with Vincent Benjamin Group LLC, AMENDMENT NO. 6062A to provide on-call temporary staffing services for use by all City departments for an amount not to exceed \$250,000 in FY 2021/2022. (General Fund- Various City Departments)
  6. Authorize the City Manager to waive and award a professional service Agreement to Aerotek Professional Services, agreement no.6126 to provide temporary staffing services for the Public Works Department for an amount not to exceed \$200,000 in FY 2021/2022 (General Fund – Public Works/Contractual Services).
  7. Authorize the City Manager to execute an amendment to Agreement 5907 and issue a blanket purchase order to Marc Cohen, amendment no. 5907B for Medical Director consulting services for COVID incident not to exceed \$160,000 in FY 2021-2022 (General Fund – 001-400-2902-6214).
  8. PULLED BY COUNCIL MEMBER GIROUX

9. Authorize the issuance of a blanket purchase order to Hinderliter De Llamas & Associates (Agreement #3313) to provide professional services related to sales and use tax for an amount not to exceed \$100,000 in FY 2021/2022 (General Fund – Finance Department - Business Services Division).
10. Authorize the City Manager to amend contract #4223A with Professional Account Mgmt., LLC (Duncan Solutions Company), amendment no. 4223B for providing professional parking citation processing and collection services, via citation management for the Police Department for an amount not to exceed \$84,000 in FY 2021/2022 ending June 30, 2022 (General Fund – Police Department).
11. Authorize the City Manager to execute an amendment to Agreement No. 4095 with High Point Strategies, LLC, amendment no. 4095K for professional services related to LAWA, LAX, FAA, MTA and other Los Angeles agencies to (1) extend the term of the agreement to June 30, 2022; and (2) authorize payment for services up to \$81,000 (General Fund – City Manager)
12. Authorize the City Manager to execute an amendment to Agreement No. 6016 with KNB Consulting, LLC., amendment no. 6016A for ongoing services to provide communications support for the City's hospitality/tourism public relations and communications initiatives for an amount not to exceed a combined total of \$76,000 in FY 2021/2022 ending June 30, 2022 (General Fund – City Manager – Communications & Economic Development Divisions)
13. Authorize the City Manager to amend contract #6010 and authorize payment to CrowdStrike, Inc, amendment no. 6010A. to provide cybersecurity services and software for an amount not to exceed \$65,000 in FY 2021/2022 (General Fund – Information Technology Services).
14. Authorize the issuance of a blanket purchase order to Tyler Technologies/Eden Financial Management Systems for annual software licensing, maintenance, and support for an amount not to exceed \$65,000 in FY 2021/2022 (General Fund – Information Technology Services).
15. Authorize the issuance of a blanket purchase order to Westchester Medical, Inc. for professional medical services not to exceed \$60,000 in FY 2021-2022 (General Fund – 001-400-3201-6214 \$20,000; 001-400-2506-6214 \$40,000).
16. Authorize the City Manager to amend contract #3957B with Galls LLC for purchasing uniforms and equipment for the Police Department for an amount not to exceed \$60,000 in FY 2021/2022 (General Fund – Police Department). Galls, LLC is one of two only physical locations that provides in-house, appointment tailoring, embroidery, and distribution of equipment within a 10-mile radius from the Police Department.
17. Authorize the City Manager to execute an amendment to Agreement 5348 in the amount of \$59,515 and issue a blanket purchase order to Counter Risk, Inc, amendment no. 5348G. for regional intelligence consulting

services not to exceed \$1,100,785 in FY 2021-2022 (Federal Grants – 124-400-3785-6214).

18. Authorize the City Manager to issue a blanket purchase order to Baker & Taylor Information Services for supplying books and other library materials for an amount not to exceed \$50,195 in FY 2021/2022 (General Fund – Community Services - Library).
  
11. Adopt Resolution No. 5264 approving plans and specifications for the Water Main Improvements on Grand Avenue and authorize staff to advertise the project for construction bids. Project No. PW 21-05.  
(Fiscal Impact:)
  
12. Accept the Acacia Park Playground and Site Improvements Project by Landforms Landscape Construction, Inc. as complete and authorize the City Clerk to file a Notice of Completion in the County Recorder's office.  
(Fiscal Impact:)  
  
*(The proposed ordinance (zone text amendment) is exempt from further review under the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines § 15061(b)(3), because it consists only of minor revisions to existing zoning regulations and related procedures and does not have the potential for causing a significant effect on the environment.)*
  
13. Adopt Resolution No. 5265 identifying Pavement Rehabilitation project on El Segundo Blvd. from Main Street to Illinois Street to be funded with FY 2021-22 SB-1, "Road Repair and Accountability Act" funds.  
(Fiscal Impact:)
  
14. Accept Softball Field Bleacher Areas Improvement Project, by Nata Construction, Inc. as complete and authorize the City Clerk to file a Notice of Completion with the County Recorder's Office. Project No. PW 20-03.  
(Fiscal Impact:)
  
15. Authorize the City Manager to execute a Standard Public Works Contract No. 6105 with T2 UES, Inc. in the amount of \$92,700 for the Utility Verification and Investigation Services Project and authorize an additional \$7,300 as contingency funds for potential unforeseen conditions. Project No. PW 20-16  
(Fiscal Impact:)
  
16. Adopt Resolution No. 5266 authorizing the City Manager to provide written notice of intent to withdraw membership from the Independent Cities Risk Management Authority (ICRMA).  
(Fiscal Impact:)
  
17. Waive second reading and adopt Ordinance No. 1625 amending El Segundo Municipal Code (ESMC) to Consolidate Municipal Elections with Statewide November Even Year General Elections.



MOTION by Council Member Giroux, SECONDED by Council Member Pirsztuk, approving Consent Agenda items 8, 9, 10 (with exception of items #2 & #8), 11, 12, 13, 14, 15, 16, and 17. MOTION PASSED BY UNANIMOUS VOICE VOTE. 5/0

PULLED ITEM:

10 - 2 Authorize the City Manager to execute an amendment to Agreement No. 5861 with Riester Pacific, Inc, amendment no. 5861C. for the City's economic development and hospitality and tourism marketing services, in a form approved by the City Attorney to (1) extend the term of the agreement to June 30, 2022; and (2) authorize payment for services up to \$350,000 (General Fund – City Manager (\$206,000) and Chevron Grant Fund (\$144,000) held in the Fiduciary Fund)

Barbara Voss, Deputy City Manager answered Council's questions.

Council Discussion

MOTION by Council Member Giroux, SECONDED by Council Member Nicol, approving Consent Agenda #10 -2. MOTION PASSED BY UNANIMOUS VOICE VOTE. 5/0

10 – 8 Authorize the City Manager to amend the contract with All Cities Management Services, Inc., amendment no. 3881G for ongoing services to provide crossing guard services for the El Segundo School District for an amount not to exceed \$130,950 in FY 2021/2022 (General Fund – Finance Administration/non-departmental).

Scott Mitnick, City Manager answered Council's questions.

Council Discussion

MOTION by Mayor Boyles, SECONDED by Council Member Pirsztuk, approving Consent Agenda #10 -8. MOTION PASSED BY UNANIMOUS VOICE VOTE. 5/0

**Items E.21 and G.22 were moved up on the agenda.**

E. COMMITTEES, COMMISSIONS AND BOARDS PRESENTATIONS

21. Appointments to the Recreation and Parks Commission.

Mayor Boyles appointed Kelly Watson to a partial term ending May 30, 2024 and, Robert Motta and Dave Lubs to full terms ending May 30, 2025.

G. REPORTS - CITY TREASURER

22. Investment Portfolio Report

Matthew Robinson, City Treasurer gave a presentation.

Council consensus to receive and file.

Recessed at 7:31 PM

Reconvened at 7:42 PM

C. PUBLIC HEARING:

18. Proposed Fiscal Year 2021-2022 Operating Budget, Capital Improvement Program Budget, Gann Appropriations Limit, and City Strategic Plan Revisions.  
(Fiscal Impact: None)

Mayor Boyles stated this was the time and place for a public hearing regarding proposed Fiscal Year 2021-2022 Operating Budget, Capital Improvement Program Budget, Gann Appropriations Limit, and City Strategic Plan Revisions.

Clerk Weaver stated that proper notice had been given in a timely manner and that no written communication had been received in the City Clerk's office.

Scott Mitnick, City Manager and Joe Lillio, Chief Financial Officer gave a presentation and answered Council's questions.

Public Input: None

MOTION by Council Member Nicol, SECONDED by Council Member Giroux to close the hearing. MOTION PASSED BY UNANIMOUS VOICE VOTE. 5/0

Council discussion

Mark Hensley, City Attorney, read the Resolution by title only.

RESOLUTION NO.5267

A RESOLUTION ADOPTING THE 2021-2022 FINAL OPERATING AND CAPITAL IMPROVEMENT BUDGET AND THE 2021-2022 APPROPRIATIONS LIMIT FOR THE CITY OF EL SEGUNDO

MOTION by Mayor Pro Tem Pimentel, SECONDED by Council Member Pirsztuk to adopting Resolution No. 5267. MOTION PASSED BY UNANIMOUS VOICE VOTE. 5/0

Mark Hensley, City Attorney, read the Resolution by title only.

RESOLUTION NO. 5268

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A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL SEGUNDO  
AUTHORIZING THE CHANGE OF THE CITY OF EL SEGUNDO'S FISCAL  
YEAR MEASUREMENT PERIOD

MOTION by Council Member Giroux, SECONDED by Mayor Pro Tem Pimentel adopting Resolution No. 5268. MOTION PASSED BY UNANIMOUS VOICE VOTE. 5/0  
MOTION by Council Member Pirsztuk, SECONDED by Council Member Giroux approving the General Fund Reserve Policy, Economic Uncertainty Reserve Policy, Unfunded Actuarial Liability (UAL) Policy, and Topgolf Revenue Allocation Policy for FY 2021-2022. MOTION PASSED BY UNANIMOUS VOICE VOTE. 5/0

MOTION by Council Member Pirsztuk, SECONDED by Council Member Nicol approving the revisions to Year-Three (FY 2021-2022) of the three-year 2020-2022 City Strategic Plan. MOTION PASSED BY UNANIMOUS VOICE VOTE. 5/0

Council consensus directing staff to reduce the General Fund Budget by \$1,000,000,000 (1 Million) with an emphasis on Fire Department reductions and report back to Council within 90 days.

Recessed at 10:48 PM

Reconvened at 10:55 PM

19. FY 2021-2022 Master Fee Schedule

Mayor Boyles stated this was the time and place for a public hearing regarding FY 2021-2022 Master Fee Schedule.

Clerk Weaver stated that proper notice had been given in a timely manner and that no written communication had been received in the City Clerk's office.

Dino Marsocci, Customer Service and Treasury Manager reported on the item and answered Council's questions.

Public Input: None

MOTION by Council Member Pirsztuk, SECONDED by Council Member Giroux to close the hearing. MOTION PASSED BY UNANIMOUS VOICE VOTE. 5/0

Council discussion

Mark Hensley, City Attorney, read the Resolution by title only.

RESOLUTION NO. 5269

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

MOTION by Council Member Nicol, SECONDED by Council Member Giroux adopting Resolution No. 5269. MOTION PASSED BY UNANIMOUS VOICE VOTE. 5/0

D. STAFF PRESENTATIONS:

20. Class Specification for Special Projects Administrator (Part-time) and Resolution to Establish and Modify Basic Salary Ranges for Job Classifications of Special Projects Administrator (Part-time), Chief Financial Officer and Director of Public Works  
(Fiscal Impact:)

Rebecca Redyk, Human Resource Director reported on the item.

Council discussion

MOTION by Council Member Giroux, SECONDED by Mayor Pro Tem Pimentel adopting the classification specification for the Special Projects Administrator (Part-time) position. MOTION PASSED BY UNANIMOUS VOICE VOTE. 5/0

Per Rebecca Redyk, Chief Financial Officer and Director of Public Works was removed from the Resolution.

Mark Hensley, City Attorney, read the Resolution by title only.

RESOLUTION NO. 5270

A RESOLUTION ESTABLISHING BASIC HOURLY SALARY RANGE FOR A PART TIME JOB CLASSIFICATION

MOTION by Council Member Nicol, SECONDED by Council Member Giroux adopting Resolution No. 5270. MOTION PASSED BY UNANIMOUS VOICE VOTE. 5/0

- F. REPORTS – CITY CLERK – Passed
- G. REPORTS – CITY TREASURER – Moved forward on the agenda
- H. REPORTS – COUNCIL MEMBERS
- Council Member Giroux – Passed
- Council Member Nicol – Passed

Council Member Pirsztuk – Gave a shout out to Chevron, USA for keeping El Segundo Beach clean and to those community members who pick up trash on their walks.

Mayor Pro Tem Pimentel – Reported Contract Cities and Transportation Committee are in recess, Sanitation meeting, tomorrow, June 16<sup>th</sup>, and assembly bills will hit the floor next Tuesday, therefore, if you have concerns, call your representatives soon.

Mayor Boyles – Passed

I. REPORTS – CITY ATTORNEY –

23. Ordinance Repealing Local Campaign Contribution Limits in Favor of State Law Campaign Contribution Limits to be Enforced by the Fair Political Practices Commission.

- J. REPORTS/FOLLOW-UP – CITY MANAGER – Mentioned upcoming items for the August 17, 2021 City Council meeting and that Council may hold a Special Closed Session meeting on June 29, 2021.

MEMORIALS – None

ADJOURNED at 11:19 PM

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Tracy Weaver, City Clerk



## City Council Agenda Statement

Meeting Date: August 17, 2021

Agenda Heading: Consent

Item Number: B.5

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### TITLE:

Warrants Demand Register for June 6, 2021 through July 29, 2021

### RECOMMENDATION:

Ratify Payroll and employee benefit checks; Checks released early due to contracts or agreement; Emergency disbursements and/or adjustments; and, Wire transfers. Approve the following Warrant Demand Register numbers 18A, 18B, 19A, 19B, 1A, 2A, 2B, and 3A: Warrant numbers 3036082 through 3036881, and 9002069 through 9002122.

### FISCAL IMPACT:

The warrants presented were drawn in payment of demands included within the Adopted FY2020-21 Budget and the FY 2021-22 Budget. The total of \$8,531,424.49 (\$4,787,774.47 in check warrants and \$3,743,650.02 in wire warrants) are for demands drawn on the FY 2020-21 Budget. The total of \$7,551,057.22 (\$0 in check warrants and \$7,551,057.22 in wire warrants) are for demands drawn on the FY 2021-22 Budget.

### BACKGROUND:

California Government Code Section 37208 provides General Law cities flexibility in how budgeted warrants, demands, and payroll are audited and ratified by their legislative body. Pursuant to Section 37208 of the California Government Code, warrants drawn in payment of demands certified by the City's Chief Financial Officer and City Manager as conforming to the authorized expenditures set forth in the City Council adopted budget need not be audited by the City Council prior to payment, but may be presented to the City Council at the first meeting after delivery.

In government finance, a warrant is a written order to pay that instructs a federal, state, county, or city government treasurer to pay the warrant holder on demand or after a specific date. Such warrants look like checks and clear through the banking system like checks. Warrants are issued for payroll to individual employees, accounts payable to vendors, to local governments, and to companies or individual taxpayers receiving a refund.

## **Warrant Demand Register**

**August 17, 2021**

**Page 2 of 2**

### **DISCUSSION:**

The attached Warrants Listing delineates the warrants that have been paid for the period identified above. The Chief Financial Officer certifies that the listed warrants were drawn in payment of demands conforming to the adopted budget and that these demands are being presented to the City Council at its first meeting after the delivery of the warrants.

### **CITY STRATEGIC PLAN COMPLIANCE:**

Goal 5: Champion Economic Development and Fiscal Sustainability

Objective 5B: El Segundo approaches its work in a financially strategic and responsible way.

### **PREPARED BY:**

Joseph Lillio, Chief Financial Officer

### **REVIEWED BY:**

Joseph Lillio, Chief Financial Officer

### **APPROVED BY:**

Barbara Voss, Deputy City Manager

### **ATTACHED SUPPORTING DOCUMENTS:**

1. Register 18a
2. Register 18b
3. Register 19a
4. Register 19b
5. Register 1a
6. Register 2a
7. Register 2b
8. Register 3a

CITY OF EL SEGUNDO  
WARRANTS TOTALS BY FUND

3036082 - 3036207  
9002069 - 9002071

DATE OF APPROVAL: AS OF 07/06/21

REGISTER # 18A

001	GENERAL FUND	808,993.73
104	TRAFFIC SAFETY FUND	-
106	STATE GAS TAX FUND	-
108	ASSOCIATED RECREATION ACTIVITIES FUND	-
109	ASSET FORFEITURE FUND	10,268.82
110	MEASURE "R"	-
111	COMM. DEVEL. BLOCK GRANT	-
112	PROP "A" TRANSPORTATION	150.00
114	PROP "C" TRANSPORTATION	50.00
115	AIR QUALITY INVESTMENT PROGRAM	-
116	HOME SOUND INSTALLATION FUND	-
117	HYPERION MITIGATION FUND	-
118	TDA ARTICLE 3 - SB 821 BIKEWAY FUND	-
119	MTA GRANT	-
121	FEMA	-
120	C O P S FUND	915.83
122	L.A.W.A. FUND	-
123	PSAF PROPERTY TAX PUBLIC SAFETY	-
124	FEDERAL GRANTS	-
125	STATE GRANT	149.51
126	A/F CUPA PROGRAM OVERSIGHT SURCHARGE	-
128	SB-1	-
129	CERTIFIED ACCESS SPECIALIST PROGRAM	-
130	AFFORDABLE HOUSING	6,440.00
131	COUNTY STORM WATER PROGRAM	-
202	ASSESSMENT DISTRICT #73	-
301	CAPITAL IMPROVEMENT FUND	29,231.36
302	INFRASTRUCTURE REPLACEMENT FUND	-
405	FACILITIES MAINTENANCE	-
501	WATER UTILITY FUND	42,910.39
502	WASTEWATER FUND	965.07
503	GOLF COURSE FUND	134.67
504	PARK VISTA	-
505	SOLID WASTE	-
601	EQUIPMENT REPLACEMENT	-
602	LIABILITY INSURANCE	31,060.15
603	WORKERS COMP. RESERVE/INSURANCE	-
701	RETIRED EMP. INSURANCE	97.50
702	EXPENDABLE TRUST FUND - DEVELOPER FEES	1,775.50
703	EXPENDABLE TRUST FUND - OTHER	1,000.00
708	OUTSIDE SERVICES TRUST	-

TOTAL WARRANTS

\$ 932,142.53 ✓

STATE OF CALIFORNIA  
COUNTY OF LOS ANGELES

Information on actual expenditures is available in the Director of Finance's office in the City of El Segundo.

I certify as to the accuracy of the Demands and the availability of fund for payment thereof.

For Approval: Regular checks held for City council authorization to release.

CODES:

A= Payroll and Employee Benefit checks

AP & U = Computer generated Release disbursements and/or adjustments approved by the City Manager. Such as: payments for utility services, petty cash and employee travel expense agreements, instances where prompt payment discounts can be obtained or late payment penalties can be avoided or when a situation arises that the City Manager approves.

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

VOID CHECKS DUE TO ALIGNMENT:

N/A

VOID CHECKS DUE TO INCORRECT CHECK DATE:

VOID CHECKS DUE TO COMPUTER SOFTWARE ERROR:

NOTES

CHIEF FINANCIAL OFFICER

*Joseph P. [Signature]*

DATE: 6-15-2021

CITY MANAGER

*Barbara Vass [Signature]*  
DATE: 6-18-21



**CITY OF EL SEGUNDO  
 PAYMENTS BY WIRE TRANSFER  
 06/07/21 THROUGH 06/13/21**

<u>Date</u>	<u>Payee</u>		<u>Description</u>
6/9/2021	Cal Pers	581,889.77	EFT Health Insurance Payment
6/10/2021	Manufacturers & Traders	65,831.65	457 payment Vantagepoint
6/10/2021	Manufacturers & Traders	1,130.77	401(a) payment Vantagepoint
6/10/2021	Manufacturers & Traders	550.00	IRA payment Vantagepoint
6/10/2021	West Basin	1,826,718.57	H2O payment
6/11/2021	ExpertPay	1,763.42	EFT Child support payment
05/31/21-06/06/21	Workers Comp Activity	21,036.94	SCRMA checks issued
05/31/21-06/06/21	Liability Trust - Claims	0.00	Claim checks issued
05/31/21-06/06/21	Retiree Health Insurance	0.00	Health Reimbursement checks issued
		<u>2,498,921.12</u>	

**DATE OF RATIFICATION: 06/10/21  
 TOTAL PAYMENTS BY WIRE:**

2,498,921.12

Certified as to the accuracy of the wire transfers by:

*Dino M. Mansour* 90 6/10/21  
 Treasury & Customer Services Manager Date

*Joseph R. Kates* 6-15-2021  
 Chief Financial Officer Date

*Karlann Vass for* 6<sup>18<sup>th</sup></sup>-21  
 City Manager Date

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

CITY OF EL SEGUNDO  
WARRANT TOTALS BY DEPARTMENT  
AS OF 07/06/21  
REGISTER # 18A

DEPT#	NAME	TOTAL
<b>GENERAL FUND DEPARTMENTAL EXPENDITURES</b>		
<b>GENERAL GOVERNMENT</b>		
1101	City Council	
1201	City Treasurer	
1300	City Clerk	16,681.64
2101	City Manager	21,951.00
2201	City Attorney	
2401	Economic Development	20,091.43
2402	Planning	13,153.28
2500	Administrative Services	118,741.84
2601	Government Buildings	2.98
2700	Community Outreach/Planning	600.00
2900	Nondepartmental	10,986.18
6100	Library	10,605.32
2102	Communications	
		212,813.67
<b>PUBLIC SAFETY</b>		
3100	Police	457,180.05
3200	Fire	26,854.36
2403	Building Safety	
2404	Plng/Bldg Sfty Administration	934.33
		484,968.74
<b>PUBLIC WORKS</b>		
4101	Engineering	1,234.96
4200	Streets/Park Maintenance	83227.34
4300	Wastewater	1,214.91
4601	Equipment Maintenance	1,921.99
4801	Administration	
		87,599.20
<b>COMMUNITY DEVELOPMENT</b>		
5100,5200	Recreation & Parks	8,222.75
5400	Centennial	
		8,222.75
<b>EXPENDITURES</b>		
	<b>CAPITAL IMPROVEMENT</b>	29,231.36
	<b>ALL OTHER ACCOUNTS</b>	109,306.81
	<b>TOTAL WARRANTS</b>	932,142.53



CITY OF EL SEGUNDO  
WARRANTS TOTALS BY FUND

3036208 - 3036319  
9002072 - 9002073

DATE OF APPROVAL: AS OF 07/06/21

REGISTER # 18B

001	GENERAL FUND	231,624.37
104	TRAFFIC SAFETY FUND	-
106	STATE GAS TAX FUND	32,634.71
108	ASSOCIATED RECREATION ACTIVITIES FUND	-
109	ASSET FORFEITURE FUND	-
110	MEASURE "R"	-
111	COMM. DEVEL. BLOCK GRANT	-
112	PROP "A" TRANSPORTATION	-
114	PROP "C" TRANSPORTATION	-
115	AIR QUALITY INVESTMENT PROGRAM	-
116	HOME SOUND INSTALLATION FUND	-
117	HYPERION MITIGATION FUND	-
118	TDA ARTICLE 3 - SB 821 BIKEWAY FUND	-
119	MTA GRANT	279,506.94
121	FEMA	-
120	C O P S FUND	-
122	L A W A FUND	-
123	PSAF PROPERTY TAX PUBLIC SAFETY	-
124	FEDERAL GRANTS	-
125	STATE GRANT	38,220.63
126	AP CUPA PROGRAM OVERSIGHT SURCHARGE	6.30
128	SB-1	-
129	CERTIFIED ACCESS SPECIALIST PROGRAM	-
130	AFFORDABLE HOUSING	23,030.00
131	COUNTY STORM WATER PROGRAM	13,839.35
202	ASSESSMENT DISTRICT #73	-
301	CAPITAL IMPROVEMENT FUND	67,168.91
302	INFRASTRUCTURE REPLACEMENT FUND	-
405	FACILITIES MAINTENANCE	-
501	WATER UTILITY FUND	51,217.85
502	WASTEWATER FUND	52,597.64
503	GOLF COURSE FUND	2,400.00
504	PARK VISTA	-
505	SOLID WASTE	-
601	EQUIPMENT REPLACEMENT	-
602	LIABILITY INSURANCE	1.18
603	WORKERS COMP. RESERVE/INSURANCE	2.31
701	RETIRED EMP. INSURANCE	-
702	EXPENDABLE TRUST FUND - DEVELOPER FEES	2,100.00
703	EXPENDABLE TRUST FUND - OTHER	500.00
706	OUTSIDE SERVICES TRUST	-

TOTAL WARRANTS

\$ 795,050.19 ✓

STATE OF CALIFORNIA  
COUNTY OF LOS ANGELES

Information on actual expenditures is available in the Director of Finance's office in the City of El Segundo.

I certify as to the accuracy of the Demands and the availability of fund for payment thereof.

For Approval: Regular checks held for City council authorization to release.

CODES:

A= Payroll and Employee Benefit checks

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

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

VOID CHECKS DUE TO ALIGNMENT:

N/A

VOID CHECKS DUE TO INCORRECT CHECK DATE:

VOID CHECKS DUE TO COMPUTER SOFTWARE ERROR:

NOTES

CHIEF FINANCIAL OFFICER

*Joseph Rizzo*  
6-21-2021

DATE:

CITY MANAGER

*Bonhava Vass for SM*  
8-5-21

DATE:

**CITY OF EL SEGUNDO  
 PAYMENTS BY WIRE TRANSFER  
 06/14/21 THROUGH 06/20/21**

<u>Date</u>	<u>Payee</u>		<u>Description</u>
6/14/2021	IRS	273,443.72	Federal 941 Deposit
6/14/2021	Employment Development	5,596.95	State SDI payment
6/14/2021	Employment Development	61,750.18	State PIT Withholding
06/07/21-06/13/21	Workers Comp Activity	31,094.67	SCRMA checks issued
06/07/21-06/13/21	Liability Trust - Claims	140.00	Claim checks issued
06/07/21-06/13/21	Retiree Health Insurance	0.00	Health Reimbursement checks issued
		<u>372,025.52</u>	

**DATE OF RATIFICATION: 06/18/21**

**TOTAL PAYMENTS BY WIRE:**

372,025.52

Certified as to the accuracy of the wire transfers by:

*Dino Marsini* *DM* 6/18/21  
 Treasury & Customer Services Manager Date

*Joseph Lillo* 6-21-2021  
 Chief Financial Officer Date

*Benjamine Vass for* 8-5-21  
 City Manager Date

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

CITY OF EL SEGUNDO  
 WARRANT TOTALS BY DEPARTMENT  
 AS OF 07/06/21  
 REGISTER # 18B

DEPT#	NAME	TOTAL
<b>GENERAL FUND DEPARTMENTAL EXPENDITURES</b>		
<b>GENERAL GOVERNMENT</b>		
1101	City Council	
1201	City Treasurer	
1300	City Clerk	120.00
2101	City Manager	11,510.33
2201	City Attorney	
2401	Economic Development	2,733.00
2402	Planning	17,647.64
2500	Administrative Services	62,960.14
2601	Government Buildings	21,341.32
2700	Community Outreach/Planning	1,204.00
2900	Nondepartmental	6,054.80
6100	Library	2,630.10
2102	Communications	80.00
		126,281.33
<b>PUBLIC SAFETY</b>		
3100	Police	9,055.89
3200	Fire	22,299.66
2403	Building Safety	
2404	Plng/Bldg Sfty Administration	100.19
		31,455.74
<b>PUBLIC WORKS</b>		
4101	Engineering	16,278.66
4200	Streets/Park Maintenance	42,776.58
4300	Wastewater	2,652.08
4601	Equipment Maintenance	5,132.72
4801	Administration	
		66,840.04
<b>COMMUNITY DEVELOPMENT</b>		
5100,5200	Recreation & Parks	40,487.33
5400	Centennial	
		40,487.33
<b>EXPENDITURES</b>		
CAPITAL IMPROVEMENT		67,168.91
ALL OTHER ACCOUNTS		462,816.84
<b>TOTAL WARRANTS</b>		795,050.19 ✓

CITY OF EL SEGUNDO  
WARRANTS TOTALS BY FUND

3036320 - 3036418  
9002074 -

DATE OF APPROVAL: AS OF 07/20/21

REGISTER # 19A

001	GENERAL FUND	280,501.85
104	TRAFFIC SAFETY FUND	-
108	STATE GAS TAX FUND	29,910.88
108	ASSOCIATED RECREATION ACTIVITIES FUND	-
109	ASSET FORFEITURE FUND	-
110	MEASURE "R"	-
111	COMM DEVEL BLOCK GRANT	-
112	PROP "A" TRANSPORTATION	-
114	PROP "C" TRANSPORTATION	-
115	AIR QUALITY INVESTMENT PROGRAM	-
116	HOME SOUND INSTALLATION FUND	-
117	HYPERION MITIGATION FUND	510.85
118	TDA ARTICLE 3 - SB 821 BIKEWAY FUND	-
119	MTA GRANT	-
121	FEMA	-
120	C.O.P.S. FUND	759.86
122	L.A.W.A. FUND	-
123	PSAF PROPERTY TAX PUBLIC SAFETY	-
124	FEDERAL GRANTS	-
125	STATE GRANT	-
128	A/P CUPA PROGRAM OVERSIGHT SURCHARGE	6.30
128	SB-1	6,045.00
129	CERTIFIED ACCESS SPECIALIST PROGRAM	-
130	AFFORDABLE HOUSING	-
131	COUNTY STORM WATER PROGRAM	-
202	ASSESSMENT DISTRICT #73	-
301	CAPITAL IMPROVEMENT FUND	399,674.54
302	INFRASTRUCTURE REPLACEMENT FUND	-
405	FACILITIES MAINTENANCE	-
501	WATER UTILITY FUND	20,025.12
502	WASTEWATER FUND	17,987.10
503	GOLF COURSE FUND	5,293.66
504	PARK VISTA	-
505	SOLID WASTE	-
601	EQUIPMENT REPLACEMENT	10,694.86
602	LIABILITY INSURANCE	1.08
603	WORKERS COMP. RESERVE/INSURANCE	0.94
701	RETIRED EMP. INSURANCE	79.88
702	EXPENDABLE TRUST FUND - DEVELOPER FEES	2,244.64
703	EXPENDABLE TRUST FUND - OTHER	-
708	OUTSIDE SERVICES TRUST	-

TOTAL WARRANTS

\$ 773,736.37

STATE OF CALIFORNIA  
COUNTY OF LOS ANGELES

Information on actual expenditures is available in the Director of Finance's office in the City of El Segundo.

I certify as to the accuracy of the Demands and the availability of fund for payment thereof.

For Approval: Regular checks held for City council authorization to release.

CODES:

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

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

VOID CHECKS DUE TO ALIGNMENT:

N/A

VOID CHECKS DUE TO INCORRECT CHECK DATE:

VOID CHECKS DUE TO COMPUTER SOFTWARE ERROR:

NOTES

CHIEF FINANCIAL OFFICER

*Janet Marotta - for Joe Ziller*

DATE: 6/28/21

CITY MANAGER

*Barbara Kess (for sm)*  
DATE: 6/29/21



CITY OF EL SEGUNDO  
WARRANT TOTALS BY DEPARTMENT  
AS OF 07/20/21  
REGISTER # 19A

DEPT#	NAME	TOTAL
<b>GENERAL FUND DEPARTMENTAL EXPENDITURES</b>		
<b>GENERAL GOVERNMENT</b>		
1101	City Council	517.44
1201	City Treasurer	
1300	City Clerk	1,103.99
2101	City Manager	799.01
2201	City Attorney	
2401	Economic Development	18,113.61
2402	Planning	30,257.95
2500	Administrative Services	82,734.55
2601	Government Buildings	36,804.18
2700	Community Outreach/Planning	
2900	Nondepartmental	7,984.75
6100	Library	12,388.92
2102	Communications	
		190,704.40
<b>PUBLIC SAFETY</b>		
3100	Police	10,005.88
3200	Fire	13,203.79
2403	Building Safety	
2404	Plng/Bldg Sfty Administration	
		23,209.67
<b>PUBLIC WORKS</b>		
4101	Engineering	11,636.53
4200	Streets/Park Maintenance	73701.19
4300	Wastewater	18,456.78
4601	Equipment Maintenance	1,648.26
4801	Administration	44.65
		105,487.41
<b>COMMUNITY DEVELOPMENT</b>		
5100,5200	Recreation & Parks	4,722.61
5400	Centennial	
		4,722.61
<b>EXPENDITURES</b>		
	CAPITAL IMPROVEMENT	399,674.54
	ALL OTHER ACCOUNTS	49,937.74
	<b>TOTAL WARRANTS</b>	773,736.37



CITY OF EL SEGUNDO  
WARRANTS TOTALS BY FUND

3036419 - 3036505  
9002075 - 9002078

DATE OF APPROVAL: AS OF 07/20/21

REGISTER # 198

001	GENERAL FUND	350,017.86
104	TRAFFIC SAFETY FUND	-
106	STATE GAS TAX FUND	6,307.36
108	ASSOCIATED RECREATION ACTIVITIES FUND	-
109	ASSET FORFEITURE FUND	952.65
110	MEASURE "R"	-
111	COMM. DEVEL. BLOCK GRANT	-
112	PROP "A" TRANSPORTATION	-
114	PROP "C" TRANSPORTATION	-
115	AIR QUALITY INVESTMENT PROGRAM	-
116	HOME SOUND INSTALLATION FUND	-
117	HYPERION MITIGATION FUND	55.98
118	TOA ARTICLE 3 - SB 821 BIKEWAY FUND	-
119	MTA GRANT	-
121	FEMA	-
120	C.O.P.S FUND	-
122	L.A.W.A. FUND	-
123	PSAF PROPERTY TAX PUBLIC SAFETY	-
124	FEDERAL GRANTS	18,320.00
125	STATE GRANT	-
126	AP CUPA PROGRAM OVERSIGHT SURCHARGE	-
128	SB-1	-
129	CERTIFIED ACCESS SPECIALIST PROGRAM	-
130	AFFORDABLE HOUSING	-
131	COUNTY STORM WATER PROGRAM	5,410.75
202	ASSESSMENT DISTRICT #73	-
301	CAPITAL IMPROVEMENT FUND	-
302	INFRASTRUCTURE REPLACEMENT FUND	-
405	FACILITIES MAINTENANCE	-
501	WATER UTILITY FUND	10,292.54
502	WASTEWATER FUND	1,026.25
503	GOLF COURSE FUND	-
504	PARK VISTA	-
505	SOLID WASTE	-
601	EQUIPMENT REPLACEMENT	-
602	LIABILITY INSURANCE	403.50
603	WORKERS COMP. RESERVE/INSURANCE	403.50
701	RETIRED EMP. INSURANCE	-
702	EXPENDABLE TRUST FUND - DEVELOPER FEES	-
703	EXPENDABLE TRUST FUND - OTHER	4,028.00
704	CULTURAL ARTS	357.75
708	OUTSIDE SERVICES TRUST	-

TOTAL WARRANTS

\$ 397,576.04 ✓

STATE OF CALIFORNIA  
COUNTY OF LOS ANGELES

Information on actual expenditures is available in the Director of Finance's office in the City of El Segundo.

I certify as to the accuracy of the Demands and the availability of fund for payment thereof.

For Approval: Regular checks held for City council authorization to release.

CODES:

A= Payroll and Employee Benefit checks

AP & U = Computer generated Release disbursements and/or adjustments approved by the City Manager. Such as: payments for utility services, petty cash and employee travel expense agreements, instances where prompt payment discounts can be obtained or late payment penalties can be avoided or when a situation arises that the City Manager approves.

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

VOID CHECKS DUE TO ALIGNMENT:

N/A

VOID CHECKS DUE TO INCORRECT CHECK DATE:

VOID CHECKS DUE TO COMPUTER SOFTWARE ERROR:

NOTES

CHIEF FINANCIAL OFFICER

DATE:

7/7/21

*David Davis Acting CFO*

CITY MANAGER

DATE:

*Barbara Vass*  
7/15/21

**CITY OF EL SEGUNDO  
 PAYMENTS BY WIRE TRANSFER  
 06/28/21 THROUGH 06/30/21**

<u>Date</u>	<u>Payee</u>		<u>Description</u>
6/28/2021	IRS	291,161.00	Federal 941 Deposit
6/28/2021	Employment Development	5,732.29	State SDI payment
6/28/2021	Employment Development	67,035.27	State PIT Withholding
6/28/2021	ICRMA	1,000.00	Annual Insurance Premium payment
6/28/2021	ICRMA	55.60	Annual Insurance Premium payment
6/29/2021	ExpertPay	1,763.42	EFT Child support payment
6/30/2021	Unum	266.10	Long Term Care Premium - March
06/21/21-06/27/21	Workers Comp Activity	29,452.04	SCRMA checks issued
06/21/21-06/27/21	Liability Trust - Claims	45,107.45	Claim checks issued
06/21/21-06/27/21	Retiree Health Insurance	0.00	Health Reimbursement checks issued
		<u>441,573.17</u>	

**DATE OF RATIFICATION: 07/07/21**

**TOTAL PAYMENTS BY WIRE:**

441,573.17

Certified as to the accuracy of the wire transfers by:

*Denis B. Marsocci* 7/1/21  
 Treasury & Customer Services Manager Date

Chief Financial Officer Date  
*Barbara Vass* 7/15/21  
 City Manager Date

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  
 07/01/21 THROUGH 07/04/21**

<u>Date</u>	<u>Payee</u>		<u>Description</u>
7/1/2021	Cal Pers	13,075.61	EFT Retirement Safety-Fire-PEPRA New 25020
7/1/2021	Cal Pers	26,708.38	EFT Retirement Safety-Police-PEPRA New 25021
7/1/2021	Cal Pers	44,897.38	EFT Retirement Misc - PEPRA New 26013
7/1/2021	Cal Pers	45,111.26	EFT Retirement Misc - Classic 27
7/1/2021	Cal Pers	65,800.32	EFT Retirement Safety Police Classic - 1st Tier 28
7/1/2021	Cal Pers	55,571.71	EFT Retirement Safety Fire- Classic 30168
7/1/2021	Cal Pers	6,443.18	EFT Retirement Sfty Police Classic-2nd Tier 30169
7/1/2021	Cal Pers	717.60	1959 Survivor Billing Employer Contributions - Fire
7/1/2021	Cal Pers	1,840.80	1959 Survivor Billing Employer Contributions - Fire
7/1/2021	Cal Pers	1,996.80	1959 Survivor Billing Employer Contributions - Police
7/1/2021	Cal Pers	1,237.60	1959 Survivor Billing Employer Contributions - Police
7/1/2021	Cal Pers	182.00	1959 Survivor Billing Employer Contributions - Police
06/28/21-06/30/21	Workers Comp Activity	8,306.93	SCRMA checks issued
07/01/21-07/04/21	Workers Comp Activity	64,266.34	SCRMA checks issued
06/28/21-06/30/21	Liability Trust - Claims	0.00	Claim checks issued
07/01/21-07/04/21	Liability Trust - Claims	0.00	Claim checks issued
06/28/21-06/30/21	Retiree Health Insurance	0.00	Health Reimbursement checks issued
07/01/21-07/04/21	Retiree Health Insurance	11,388.71	Health Reimbursement checks issued
		<u>347,544.62</u>	

**DATE OF RATIFICATION: 07/07/21**

**TOTAL PAYMENTS BY WIRE:**

347,544.62

Certified as to the accuracy of the wire transfers by:

*David Marston* 7/7/21  
 Treasury & Customer Services Manager Date

\_\_\_\_\_  
 Chief Financial Officer Date

\_\_\_\_\_  
 City Manager Date

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

CITY OF EL SEGUNDO  
WARRANT TOTALS BY DEPARTMENT  
AS OF 07/20/21  
REGISTER # 19B

DEPT#	NAME	TOTAL
<b>GENERAL FUND DEPARTMENTAL EXPENDITURES</b>		
<b>GENERAL GOVERNMENT</b>		
1101	City Council	123.74
1201	City Treasurer	23.67
1300	City Clerk	1,230.55
2101	City Manager	2,304.87
2201	City Attorney	
2401	Economic Development	834.65
2402	Planning	2,021.28
2500	Administrative Services	86,475.23
2601	Government Buildings	25,613.81
2700	Community Outreach/Planning	
2900	Nondepartmental	5,586.61
6100	Library	6,321.50
2102	Communications	
		130,535.91
<b>PUBLIC SAFETY</b>		
3100	Police	61,223.44
3200	Fire	43,817.15
2403	Building Safety	
2404	Plng/Bldg Sfty Administration	
		105,040.59
<b>PUBLIC WORKS</b>		
4101	Engineering	42,597.46
4200	Streets/Park Maintenance	15880.62
4300	Wastewater	1,257.53
4601	Equipment Maintenance	11,557.60
4801	Administration	55.91
		71,349.12
<b>COMMUNITY DEVELOPMENT</b>		
5100,5200	Recreation & Parks	14,008.58
5400	Centennial	
		14,008.58
<b>EXPENDITURES</b>		
<b>CAPITAL IMPROVEMENT</b>		
<b>ALL OTHER ACCOUNTS</b>		
		76,641.84
<b>TOTAL WARRANTS</b>		
		397,576.04



CITY OF EL SEGUNDO  
WARRANTS TOTALS BY FUND

3036506 - 3036602  
9002077 - 9002116

DATE OF APPROVAL: AS OF 7/15/21

REGISTER # 1A

001	GENERAL FUND	178,882.07
104	TRAFFIC SAFETY FUND	-
109	STATE GAS TAX FUND	4.38
108	ASSOCIATED RECREATION ACTIVITIES FUND	-
109	ASSET FORFEITURE FUND	23,612.00
110	MEASURE "R"	-
111	COMM DEVEL BLOCK GRANT	-
112	PROP "A" TRANSPORTATION	-
114	PROP "C" TRANSPORTATION	1,757.50
115	AIR QUALITY INVESTMENT PROGRAM	-
116	HOME SOUND INSTALLATION FUND	-
117	HYPERION MITIGATION FUND	-
118	TDA ARTICLE 3 - SB #21 BIKEWAY FUND	-
119	MFA GRANT	-
120	C.O.P.R. FUND	-
121	FEMA	-
122	LAW A FUND	-
123	PSAF PROPERTY TAX PUBLIC SAFETY	-
124	FEDERAL GRANTS	-
125	STATE GRANT	-
126	AP CUPA PROGRAM OVERSIGHT SURCHARGE	364.32
128	SB-1	-
128	CERTIFIED ACCESS SPECIALIST PROGRAM	3.80
130	AFFORDABLE HOUSING	450.00
131	COUNTY STORM WATER PROGRAM	-
202	ASSESSMENT DISTRICT #73	-
301	CAPITAL IMPROVEMENT FUND	5,900.90
302	INFRASTRUCTURE REPLACEMENT FUND	-
405	FACILITIES MAINTENANCE	-
501	WATER UTILITY FUND	24,474.81
502	WASTEWATER FUND	78.97
503	GOLF COURSE FUND	-
505	SOLID WASTE FUND	-
601	EQUIPMENT REPLACEMENT	4,800.01
602	LIABILITY INSURANCE	1,285.18
603	WORKERS COMP RESERVE/INSURANCE	2.09
701	RETIRED EMP. INSURANCE	1,170.00
702	EXPENDABLE TRUST FUND - DEVELOPER FEES	2,703.21
703	EXPENDABLE TRUST FUND - OTHER	500.00
704	CULTURAL DEVELOPMENT	22.05
708	OUTSIDE SERVICES TRUST	-
	TOTAL WARRANTS	<u>\$ 246,011.32</u>

STATE OF CALIFORNIA  
COUNTY OF LOS ANGELES

Information on actual expenditures is available in the Director of Finance's office in the City of El Segundo.

I certify as to the accuracy of the Demands and the availability of fund for payment thereof.

For Approval: Regular checks held for City council authorization to release.

CODES:

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

For Reification:

A = Payroll and Employee Benefit checks

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

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

CHIEF FINANCIAL OFFICER

DATE: *Shridhair Asthng (CF)*

CITY MANAGER

DATE: *7/15/21*

VOID CHECKS DUE TO ALIGNMENT:

N/A

VOID CHECKS DUE TO INCORRECT CHECK DATE:

VOID CHECKS DUE TO COMPUTER SOFTWARE ERROR:

NOTES

*Barbara Vas*



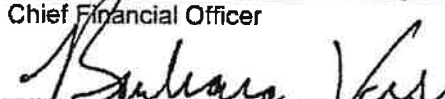
**CITY OF EL SEGUNDO  
 PAYMENTS BY WIRE TRANSFER  
 07/05/21 THROUGH 07/11/21**

<u>Date</u>	<u>Payee</u>		<u>Description</u>
7/7/2021	Cal Pers	228,094.00	FY2021-2022 Unfunded Acc'd Liab-Police 1st Tier 28
7/7/2021	Cal Pers	205,535.00	FY2021-2022 Unfunded Acc'd Liab-Fire Classic 30168
7/7/2021	Cal Pers	176,533.00	FY2021-2022 Unfunded Acc'd Liab-Misc Classic 27
7/8/2021	Cal Pers	578,068.17	EFT Health Insurance Payment
7/8/2021	Manufacturers & Traders	63,448.15	457 payment Vantagepoint
7/8/2021	Manufacturers & Traders	799.99	401(a) payment Vantagepoint
7/8/2021	Manufacturers & Traders	550.00	IRA payment Vantagepoint
7/9/2021	Cal Pers	13,075.61	EFT Retirement Safety-Fire-PEPRA New 25020
7/9/2021	Cal Pers	28,818.71	EFT Retirement Safety-Police-PEPRA New 25021
7/9/2021	Cal Pers	45,209.44	EFT Retirement Misc - PEPRA New 26013
7/9/2021	Cal Pers	44,883.43	EFT Retirement Misc - Classic 27
7/9/2021	Cal Pers	70,901.63	EFT Retirement Safety Police Classic - 1st Tier 28
7/9/2021	Cal Pers	55,571.71	EFT Retirement Safety Fire- Classic 30168
7/9/2021	Cal Pers	6,761.11	EFT Retirement Sfty Police Classic-2nd Tier 30169
7/9/2021	Cal Pers	200.00	Admin Fee - Late Payroll Reporting
		<u>1,518,449.95</u>	

**DATE OF RATIFICATION: 07/14/21  
 TOTAL PAYMENTS BY WIRE:**

1,518,449.95

Certified as to the accuracy of the wire transfers by:

	<u>7/14/21</u>
Treasury & Customer Services Manager	Date
	<u>7/15/21</u>
Chief Financial Officer	Date
	<u>7/15/21</u>
City Manager	Date

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

CITY OF EL SEGUNDO  
WARRANTS TOTALS BY DEPARTMENT  
AS OF 7/20/21  
REGISTER # 1A

DEPT#	NAME	TOTAL
<b>GENERAL FUND DEPARTMENTAL EXPENDITURES</b>		
<b>GENERAL GOVERNMENT</b>		
1101	City Council	3,862.82
1201	City Treasurer	200.00
1300	City Clerk	711.00
2101	City Manager	3,212.43
2102	Communications	1,057.93
2201	City Attorney	
2401	Economic Development	9,373.18
2402	Planning	785.54
2500	Administrative Services	31,523.33
2601	Government Buildings	6,900.30
2700	Community Outreach/Planning	825.00
2900	Nondepartmental	18,009.20
6100	Library	4,459.53
		<b>80,920.26</b>
<b>PUBLIC SAFETY</b>		
3100	Police	52,891.78
3200	Fire	24,296.01
2403	Building Safety	
2404	Plng/Bldg Sfty Administration	504.97
		<u>77,692.76</u>
<b>PUBLIC WORKS</b>		
4101	Engineering	6,103.25
4200	Streets/Park Maintenance	11,773.74
4300	Wastewater	410.68
4601	Equipment Maintenance	3,352.23
4801	Administration	280.00
		<u>21,919.90</u>
<b>COMMUNITY DEVELOPMENT</b>		
5100,5200	Recreation & Parks	12,274.86
5400	Centennial	
		<u>12,274.86</u>
<b>EXPENDITURES</b>		
CAPITAL IMPROVEMENT		5,900.90
ALL OTHER ACCOUNTS		47,302.64
<b>TOTAL WARRANTS</b>		<u><u>246,011.32</u></u> ✓

CITY OF EL SEGUNDO  
WARRANTS TOTALS BY FUND

3036603 - 3036698  
9002117 - 9002120

DATE OF APPROVAL: AS OF 8/3/21

REGISTER # 2A

001	GENERAL FUND	214,558.65
104	TRAFFIC SAFETY FUND	-
106	STATE GAS TAX FUND	91.73
108	ASSOCIATED RECREATION ACTIVITIES FUND	-
109	ASSET FORFEITURE FUND	782.58
110	MEASURE "R"	-
111	COMM DEVEL. BLOCK GRANT	-
112	PROP "A" TRANSPORTATION	-
114	PROP "C" TRANSPORTATION	-
115	AIR QUALITY INVESTMENT PROGRAM	-
116	HOME SOUND INSTALLATION FUND	-
117	HYPERION MITIGATION FUND	-
118	TDA ARTICLE 3 - SB 821 BIKEWAY FUND	-
119	MTA GRANT	-
120	C.O.P.S. FUND	-
121	FEMA	-
122	L A W A FUND	-
123	PSAF PROPERTY TAX PUBLIC SAFETY	-
124	FEDERAL GRANTS	-
125	STATE GRANT	7.03
126	AJP CUPA PROGRAM OVERSIGHT SURCHARGE	680.22
128	SB-1	-
129	CERTIFIED ACCESS SPECIALIST PROGRAM	-
130	AFFORDABLE HOUSING	-
131	COUNTY STORM WATER PROGRAM	4,106.00
202	ASSESSMENT DISTRICT #73	-
301	CAPITAL IMPROVEMENT FUND	2,160.00
302	INFRASTRUCTURE REPLACEMENT FUND	-
405	FACILITIES MAINTENANCE	-
501	WATER UTILITY FUND	5,016.91
502	WASTEWATER FUND	6,926.27
503	GOLF COURSE FUND	1,800.00
505	SOLID WASTE FUND	-
601	EQUIPMENT REPLACEMENT	-
602	LIABILITY INSURANCE	1,677.83
603	WORKERS COMP. RESERVE/INSURANCE	189.53
701	RETIRED EMP. INSURANCE	253.00
702	EXPENDABLE TRUST FUND - DEVELOPER FEES	3,900.00
703	EXPENDABLE TRUST FUND - OTHER	-
704	CULTURAL DEVELOPMENT	124.32
708	OUTSIDE SERVICES TRUST	-
	<b>TOTAL WARRANTS</b>	<b>\$ 242,254.07</b>

STATE OF CALIFORNIA  
COUNTY OF LOS ANGELES

Information on actual expenditures is available in the Director of Finance's office in the City of El Segundo.

I certify as to the accuracy of the Demands and the availability of fund for payment thereof.

For Approval: Regular checks held for City council authorization to release.

CODES:

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

For Ratification:

A = Payroll and Employee Benefit checks

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

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

CHIEF FINANCIAL OFFICER

*Joseph Rello*  
7-20-2021

CITY MANAGER

*Roulan Vess*  
7-22-21

DATE:

DATE:

VOID CHECKS DUE TO ALIGNMENT:  
N/A

VOID CHECKS DUE TO INCORRECT CHECK DATE:

VOID CHECKS DUE TO COMPUTER SOFTWARE ERROR:

NOTES



**CITY OF EL SEGUNDO  
 PAYMENTS BY WIRE TRANSFER  
 07/12/21 THROUGH 07/18/21**

<u>Date</u>	<u>Payee</u>		<u>Description</u>
7/12/2021	IRS	329,043.71	Federal 941 Deposit
7/12/2021	Employment Development	5,771.20	State SDI payment
7/12/2021	Employment Development	79,856.89	State PIT Withholding
7/12/2021	Manufacturers & Traders	7,000.00	457 payment Vantagepoint
7/12/2021	Manufacturers & Traders	330.78	401(a) payment Vantagepoint
7/12/2021	West Basin	1,877,025.86	H2O payment
7/13/2021	Cal Pers	4,824.36	EFT Retirement Sfty Police Classic-2nd Tier 30169
07/05/21-07/11/21	Workers Comp Activity	20,920.77	SCRMA checks issued
07/05/21-07/11/21	Liability Trust - Claims	83,027.39	Claim checks issued
07/05/21-07/11/21	Retiree Health Insurance	0.00	Health Reimbursement checks issued
		<u>2,407,800.96</u>	

**DATE OF RATIFICATION: 07/19/21**

**TOTAL PAYMENTS BY WIRE:**

**2,407,800.96**

Certified as to the accuracy of the wire transfers by:

*David Mancini* JD      7/19/21  
 Treasury & Customer Services Manager      Date

*Joseph Lillo*      7-20-2021  
 Chief Financial Officer      Date

*Katherine Vess*      7-22-21  
 City Manager      Date

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

CITY OF EL SEGUNDO  
WARRANTS TOTALS BY DEPARTMENT  
AS OF 8/3/21  
REGISTER # 2A

DEPT#	NAME	TOTAL
<b>GENERAL FUND DEPARTMENTAL EXPENDITURES</b>		
<b>GENERAL GOVERNMENT</b>		
1101	City Council	
1201	City Treasurer	
1300	City Clerk	534.65
2101	City Manager	4,502.97
2102	Communications	80.00
2201	City Attorney	
2401	Economic Development	5,796.86
2402	Planning	715.56
2500	Administrative Services	79,222.98
2601	Government Buildings	3,695.28
2700	Community Outreach/Planning	
2900	Nondepartmental	1,836.62
6100	Library	20,812.64
		117,197.56
<b>PUBLIC SAFETY</b>		
3100	Police	21,393.90
3200	Fire	10,890.92
2403	Building Safety	2,766.25
2404	Plng/Bldg Sfty Administration	3,454.57
		38,505.64
<b>PUBLIC WORKS</b>		
4101	Engineering	1,394.41
4200	Streets/Park Maintenance	29,111.70
4300	Wastewater	6,072.03
4601	Equipment Maintenance	20.49
4801	Administration	271.54
		36,870.17
<b>COMMUNITY DEVELOPMENT</b>		
5100,5200	Recreation & Parks	16,646.90
5400	Centennial	
		16,646.90
<b>EXPENDITURES</b>		
	<b>CAPITAL IMPROVEMENT</b>	2,160.00
	<b>ALL OTHER ACCOUNTS</b>	30,873.80
	<b>TOTAL WARRANTS</b>	242,254.07 ✓

CITY OF EL SEGUNDO  
WARRANTS TOTALS BY FUND

3036699 - 3036791  
9002121 -

DATE OF APPROVAL: AS OF 8/3/21

REGISTER # 28

001	GENERAL FUND	302,775.69
104	TRAFFIC SAFETY FUND	-
106	STATE GAS TAX FUND	-
108	ASSOCIATED RECREATION ACTIVITIES FUND	-
109	ASSET FORFEITURE FUND	-
110	MEASURE "R"	-
111	COMM. DEVEL. BLOCK GRANT	-
112	PROP "A" TRANSPORTATION	-
114	PROP "C" TRANSPORTATION	-
115	AIR QUALITY INVESTMENT PROGRAM	-
116	HOME SOUND INSTALLATION FUND	-
117	HYPERION MITIGATION FUND	-
118	TDA ARTICLE 3 - SB 821 BIKEWAY FUND	-
119	MTA GRANT	-
120	C O P.S. FUND	-
121	FEMA	-
122	L A W.A. FUND	-
123	PSAF PROPERTY TAX PUBLIC SAFETY	-
124	FEDERAL GRANTS	-
125	STATE GRANT	-
126	A/P CUPA PROGRAM OVERSIGHT SURCHARGE	-
128	SB-1	-
129	CERTIFIED ACCESS SPECIALIST PROGRAM	-
130	AFFORDABLE HOUSING	-
131	COUNTY STORM WATER PROGRAM	20,074.00
202	ASSESSMENT DISTRICT #73	-
301	CAPITAL IMPROVEMENT FUND	66,075.00
302	INFRASTRUCTURE REPLACEMENT FUND	-
405	FACILITIES MAINTENANCE	-
501	WATER UTILITY FUND	7,011.75
502	WASTEWATER FUND	9,787.24
503	GOLF COURSE FUND	982.40
505	SOLID WASTE FUND	-
601	EQUIPMENT REPLACEMENT	-
602	LIABILITY INSURANCE	575,202.40
603	WORKERS COMP. RESERVE/INSURANCE	-
701	RETIRED EMP. INSURANCE	-
702	EXPENDABLE TRUST FUND - DEVELOPER FEES	3,100.00
703	EXPENDABLE TRUST FUND - OTHER	6,232.00
704	CULTURAL DEVELOPMENT	-
708	OUTSIDE SERVICES TRUST	-
TOTAL WARRANTS		<u>\$ 992,935.58</u> ✓

STATE OF CALIFORNIA  
COUNTY OF LOS ANGELES

Information on actual expenditures is available in the Director of Finance's office in the City of El Segundo.

I certify as to the accuracy of the Demands and the availability of fund for payment thereof.

For Approval: Regular checks held for City council authorization to release.

CODES:

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

For Ratification:

A = Payroll and Employee Benefit checks

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

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

CHIEF FINANCIAL OFFICER

*Joseph [Signature]*

CITY MANAGER

*Barbara Vias for SM*

DATE:

8-2-2021

DATE:

8/5/21

VOID CHECKS DUE TO ALIGNMENT: N/A

VOID CHECKS DUE TO INCORRECT CHECK DATE: \_\_\_\_\_

VOID CHECKS DUE TO COMPUTER SOFTWARE ERROR: \_\_\_\_\_

NOTES \_\_\_\_\_

**CITY OF EL SEGUNDO  
 PAYMENTS BY WIRE TRANSFER  
 07/19/21 THROUGH 07/25/21**

<u>Date</u>	<u>Payee</u>		<u>Description</u>
7/20/2021	ExpertPay	1,763.42	EFT Child support payment
7/20/2021	Cal Pers	13,121.00	EFT Retirement Safety-Fire-PEPRA New 25020
7/20/2021	Cal Pers	26,801.12	EFT Retirement Safety-Police-PEPRA New 25021
7/20/2021	Cal Pers	43,873.56	EFT Retirement Misc - PEPRA New 26013
7/20/2021	Cal Pers	43,808.38	EFT Retirement Misc - Classic 27
7/20/2021	Cal Pers	66,146.87	EFT Retirement Safety Police Classic - 1st Tier 28
7/20/2021	Cal Pers	57,010.84	EFT Retirement Safety Fire- Classic 30168
7/20/2021	Cal Pers	6,519.55	EFT Retirement Sfty Police Classic-2nd Tier 30169
7/22/2021	Manufacturers & Traders	73,220.36	457 payment Vantagepoint
7/22/2021	Manufacturers & Traders	1,130.77	401(a) payment Vantagepoint
7/22/2021	Manufacturers & Traders	2,550.00	IRA payment Vantagepoint
7/23/2021	ExpertPay	1,763.42	EFT Child support payment
07/12/21-07/18/21	Workers Comp Activity	27,288.72	SCRMA checks issued
07/12/21-07/18/21	Liability Trust - Claims	72,269.05	Claim checks issued
07/12/21-07/18/21	Retiree Health Insurance	0.00	Health Reimbursement checks issued
		<u>437,267.06</u>	

**DATE OF RATIFICATION: 07/26/21**

**TOTAL PAYMENTS BY WIRE:**

437,267.06

Certified as to the accuracy of the wire transfers by:

*Dino M. ...* *DM* 7/26/21  
 Treasury & Customer Services Manager Date

*Joseph ...* 8-2-2021  
 Chief Financial Officer Date

*Barbara Voss for* 8-5-21  
 City Manager Date

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

CITY OF EL SEGUNDO  
WARRANTS TOTALS BY DEPARTMENT  
AS OF 8/3/21  
REGISTER # 2B

DEPT#	NAME	TOTAL
<b>GENERAL FUND DEPARTMENTAL EXPENDITURES</b>		
<b>GENERAL GOVERNMENT</b>		
1101	City Council	
1201	City Treasurer	
1300	City Clerk	563.10
2101	City Manager	1,575.00
2102	Communications	
2201	City Attorney	87,976.80
2401	Economic Development	44.62
2402	Planning	15,767.71
2500	Administrative Services	19,274.63
2601	Government Buildings	44,319.02
2700	Community Outreach/Planning	
2900	Nondepartmental	1,907.30
6100	Library	2,685.31
		<hr/> 174,113.49
<b>PUBLIC SAFETY</b>		
3100	Police	3,065.00
3200	Fire	21,051.36
2403	Building Safety	15,603.60
2404	Plng/Bldg Sfty Administration	
		<hr/> 39,719.96
<b>PUBLIC WORKS</b>		
4101	Engineering	6,232.00
4200	Streets/Park Maintenance	44,607.38
4300	Wastewater	9,819.27
4601	Equipment Maintenance	2,598.91
4801	Administration	
		<hr/> 63,257.56
<b>COMMUNITY DEVELOPMENT</b>		
5100,5200	Recreation & Parks	15,037.45
5400	Centennial	
		<hr/> 15,037.45
<b>EXPENDITURES</b>		
	<b>CAPITAL IMPROVEMENT</b>	66,075.00
	<b>ALL OTHER ACCOUNTS</b>	634,732.12
	<b>TOTAL WARRANTS</b>	<hr/> <hr/> 992,935.58 ✓

CITY OF EL SEGUNDO  
WARRANTS TOTALS BY FUND

3036792 - 3036881  
9002122 -

DATE OF APPROVAL: AS OF 8/17/21

REGISTER # 3A

001	GENERAL FUND	242,796.35
104	TRAFFIC SAFETY FUND	-
108	STATE GAS TAX FUND	71.52
108	ASSOCIATED RECREATION ACTIVITIES FUND	-
109	ASSET FORFEITURE FUND	1,500.00
110	MEASURE "R"	-
111	COMM. DEVEL. BLOCK GRANT	-
112	PROP "A" TRANSPORTATION	-
114	PROP "C" TRANSPORTATION	960.00
115	AIR QUALITY INVESTMENT PROGRAM	-
116	HOME SOUND INSTALLATION FUND	-
117	HYPERION MITIGATION FUND	55.87
118	TDA ARTICLE 3 - SB 821 BIKEWAY FUND	-
119	MTA GRANT	-
120	C.O.P.S. FUND	-
121	FEMA	-
122	L.A.W.A. FUND	-
123	PSAF PROPERTY TAX PUBLIC SAFETY	-
124	FEDERAL GRANTS	-
125	STATE GRANT	0.84
126	A/P CUPA PROGRAM OVERSIGHT SURCHARGE	864.77
128	SB-1	960.00
129	CERTIFIED ACCESS SPECIALIST PROGRAM	-
130	AFFORDABLE HOUSING	-
131	COUNTY STORM WATER PROGRAM	-
202	ASSESSMENT DISTRICT #73	-
301	CAPITAL IMPROVEMENT FUND	17,189.38
302	INFRASTRUCTURE REPLACEMENT FUND	-
405	FACILITIES MAINTENANCE	-
501	WATER UTILITY FUND	11,901.70
502	WASTEWATER FUND	3,819.41
503	GOLF COURSE FUND	-
505	SOLID WASTE FUND	-
601	EQUIPMENT REPLACEMENT	-
602	LIABILITY INSURANCE	85.89
603	WORKERS COMP. RESERVE/INSURANCE	189.04
701	RETIRED EMP. INSURANCE	6,313.57
702	EXPENDABLE TRUST FUND - DEVELOPER FEES	49,255.97
703	EXPENDABLE TRUST FUND - OTHER	4,351.51
704	CULTURAL DEVELOPMENT	81.93
708	OUTSIDE SERVICES TRUST	67,690.62

TOTAL WARRANTS

\$ 408,088.37

STATE OF CALIFORNIA  
COUNTY OF LOS ANGELES

Information on actual expenditures is available in the Director of Finance's office in the City of El Segundo.

I certify as to the accuracy of the Demands and the availability of fund for payment thereof.

For Approval: Regular checks held for City council authorization to release.

CODES:

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

For Ratification:

A = Payroll and Employee Benefit checks

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

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

CHIEF FINANCIAL OFFICER

*[Signature]*

CITY MANAGER

*[Signature: Barbara Vass for SM]*

DATE:

8-5-2021

DATE:

8-5-21

VOID CHECKS DUE TO ALIGNMENT:

N/A

VOID CHECKS DUE TO INCORRECT CHECK DATE:

VOID CHECKS DUE TO COMPUTER SOFTWARE ERROR:

NOTES

**CITY OF EL SEGUNDO  
 PAYMENTS BY WIRE TRANSFER  
 07/26/21 THROUGH 08/01/21**

<u>Date</u>	<u>Payee</u>		<u>Description</u>
7/26/2021	IRS	332,330.22	Federal 941 Deposit
7/26/2021	Employment Development	5,650.53	State SDI payment
7/26/2021	Employment Development	79,730.26	State PIT Withholding
7/29/2021	Unum	266.10	Long Term Care Premium - August
7/29/2021	CA Infrastructure Bank	442,540.28	Semi Annual Infrastructure payment
7/30/2021	ICRMA	2,138,183.00	Annual Insurance Premium payment
7/30/2021	ICRMA	170,332.83	Annual Liability Insurance Assessment payment #5 of 10
07/19/21-07/25/21	Workers Comp Activity	18,506.03	SCRMA checks issued
07/19/21-07/25/21	Liability Trust - Claims	0.00	Claim checks issued
07/19/21-07/25/21	Retiree Health Insurance	0.00	Health Reimbursement checks issued
		<u>3,187,539.25</u>	

**DATE OF RATIFICATION: 08/02/21**

**TOTAL PAYMENTS BY WIRE:**

**3,187,539.25**

Certified as to the accuracy of the wire transfers by:

*David Watson* *08/2* 8/2/21  
 Treasury & Customer Services Manager Date

*Joseph Lee* 8-5-2021  
 Chief Financial Officer Date

*Bonnie Vess for* 8-5-21  
 City Manager Date

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

CITY OF EL SEGUNDO  
WARRANTS TOTALS BY DEPARTMENT  
AS OF 8/17/21  
REGISTER # 3A

DEPT#	NAME	TOTAL
<b>GENERAL FUND DEPARTMENTAL EXPENDITURES</b>		
<b>GENERAL GOVERNMENT</b>		
1101	City Council	174.50
1201	City Treasurer	23.48
1300	City Clerk	40.90
2101	City Manager	82.13
2102	Communications	81.63
2201	City Attorney	
2401	Economic Development	70,509.06
2402	Planning	67,690.62
2500	Administrative Services	56,138.68
2601	Government Buildings	25,822.87
2700	Community Outreach/Planning	
2900	Nondepartmental	27,434.38
6100	Library	12,544.75
		260,543.00
<b>PUBLIC SAFETY</b>		
3100	Police	41,994.11
3200	Fire	17,975.81
2403	Building Safety	40.92
2404	Plng/Bldg Sfty Administration	1,598.18
		61,609.02
<b>PUBLIC WORKS</b>		
4101	Engineering	200.53
4200	Streets/Park Maintenance	2,120.34
4300	Wastewater	4,317.45
4601	Equipment Maintenance	10,205.27
4801	Administration	55.89
		16,899.48
<b>COMMUNITY DEVELOPMENT</b>		
5100,5200	Recreation & Parks	2,939.31
5400	Centennial	
		2,939.31
<b>EXPENDITURES</b>		
	<b>CAPITAL IMPROVEMENT</b>	17,289.38
	<b>ALL OTHER ACCOUNTS</b>	48,788.18
	<b>TOTAL WARRANTS</b>	408,068.37 ✓





## City Council Agenda Statement

Meeting Date: August 17, 2021

Agenda Heading: Consent

Item Number: B.6

### TITLE:

Notice of Completion for Water Main Improvements on Indiana Street

### RECOMMENDATION:

1. Accept Water Main Improvements on Indiana Street, Project No. PW 20-04, by Cedro Construction, Inc. as complete.
2. Authorize the City Clerk to file a Notice of Completion with the County Recorder's Office.

### FISCAL IMPACT:

The total project cost was \$634,845.97 for engineering design, construction, and construction inspection.

#### Project Cost Summary

Description	Budget
<b>Total Project Budget (Water Enterprise Fund)</b>	<b>\$700,000.00</b>

Description	Expenditures
Design	\$14,700.00
Construction bid	481,717.00
Change orders	60,225.47
Inspection cost	77,195.50
Advertising cost	1,008.00
<b>Total Project Cost</b>	<b>\$634,845.97</b>
Unspent funds returning to Water Enterprise Fund	\$65,154.03

Amount Budgeted: \$700,000.00

Additional Appropriation: No

Account Number(s): 501-400-7103-8206 (Water Infrastructure Replacement)

## **Water Main Improvements on Indiana Street**

**August 17, 2021**

**Page 2 of 2**

### **BACKGROUND:**

On October 20, 2020, City Council awarded a construction contract to Cedro Construction, Inc. in the amount of \$481,717 and approved a construction contingency amount of \$96,000 to replace approximately 1,000 feet of main pipe. Construction included replacement of service lines and street paving.

### **DISCUSSION:**

Construction of this project began on January 19, 2021 and was satisfactorily completed by Cedro Construction on May 7, 2021.

Staff respectfully recommends that Council accept the work performed by Cedro Construction, Inc. for the Water Main Improvements on Indiana Street and authorize the City Clerk to file a Notice of Completion with the County Recorder's office. The unspent budgeted amount will return to the source funding.

### **CITY STRATEGIC PLAN COMPLIANCE:**

Goal 1: Enhance Customer Service, Engagement, and Communication; Embrace Diversity, Equity, and Inclusion

Objective 1A: El Segundo Provides unparalleled service to internal and external customers.

Goal 4: Develop and Maintain Quality Infrastructure and Technology

Objective 4A: El Segundo's physical infrastructure supports an appealing, safe and effective community.

### **PREPARED BY:**

Floriza Rivera, Principal Civil Engineer

### **REVIEWED BY:**

Elias Sassoon, Public Works Director

### **APPROVED BY:**

Barbara Voss, Deputy City Manager

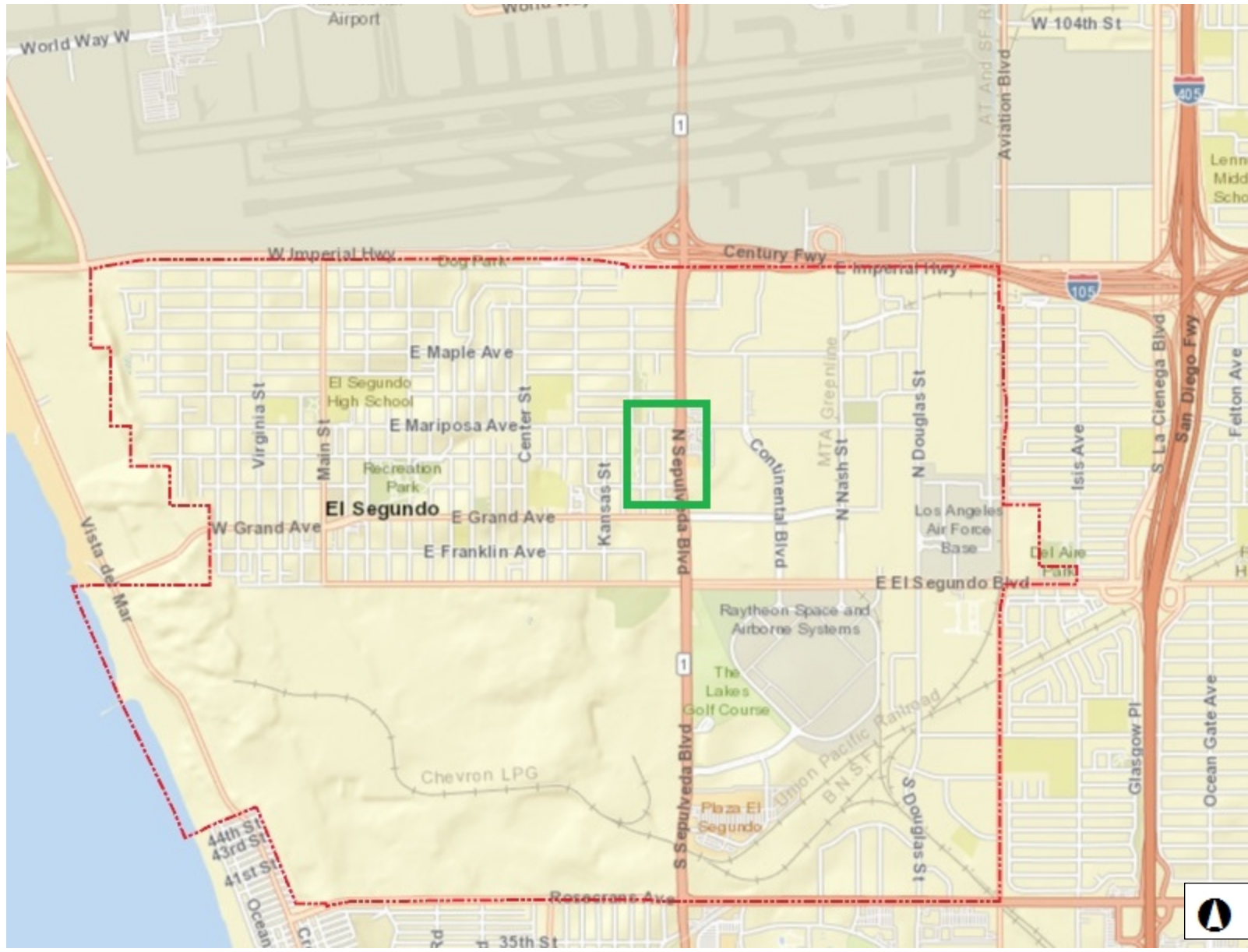
### **ATTACHED SUPPORTING DOCUMENTS:**

1. Vicinity Map PW 20-04
2. Location Map PW 20-04
3. Indiana Water Notice of Completion PW 20-04
4. Before During and After Pictures PW 20-04





# Vicinity Map

## Water Main Improvements Project on Indiana Street



### Legend

-  City Boundary
-  Project Region

### Notes

6,018.7 0 3,009.33 6,018.7 Feet

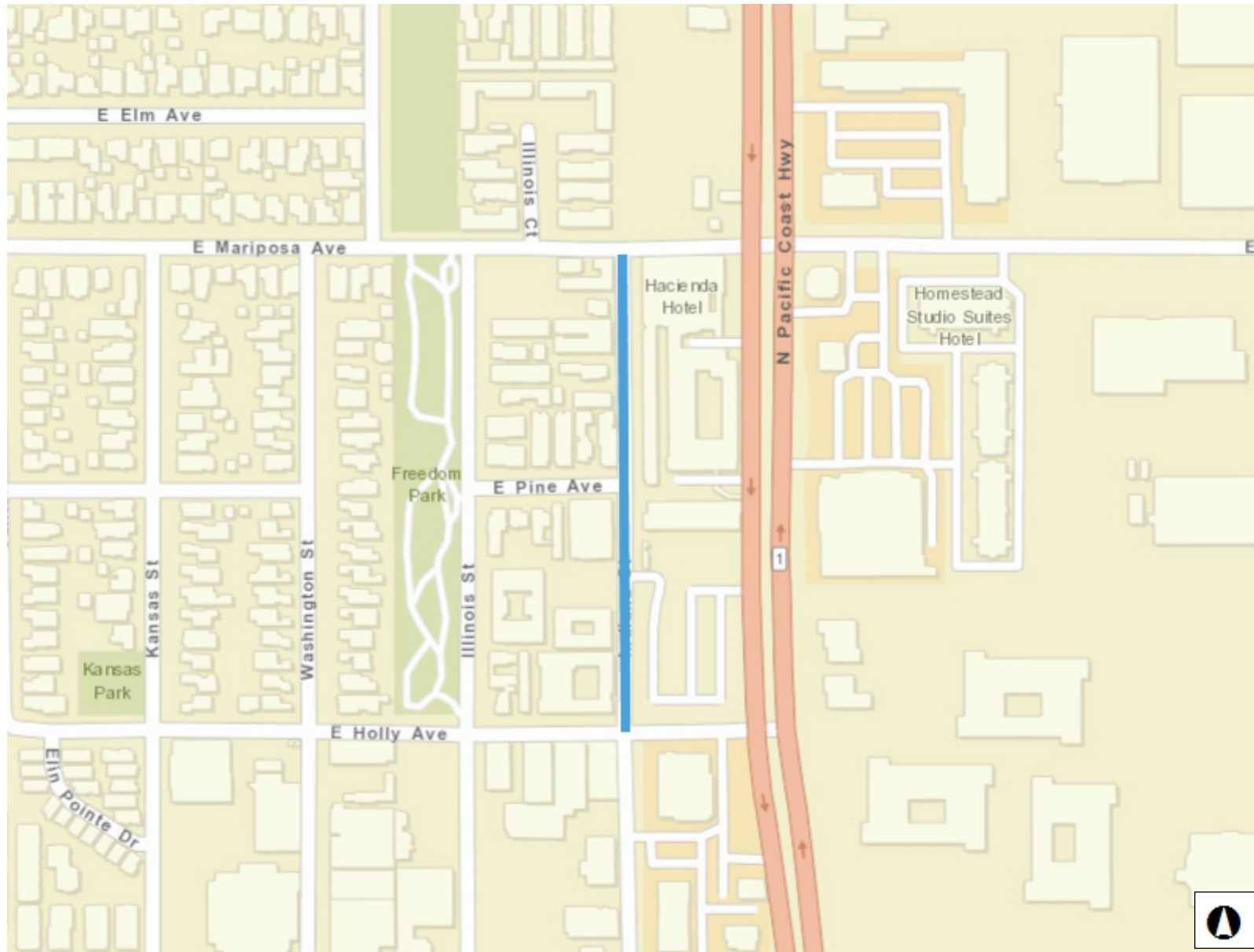
WGS\_1984\_Web\_Mercator\_Auxiliary\_Sphere

*DISCLAIMER: The information shown on this map was compiled from different GIS sources. The land base and facility information on this map is for display purposes only and should not be relied upon without independent verification as to its accuracy. The City of El Segundo will not be held responsible for any claims, losses or damages resulting from the use of this map.*



# Location Map

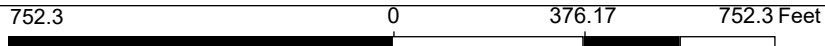
## Water Main Improvements on Indiana Street



**Legend**

- City Boundary
- Project Area:  
Indiana Street between  
Holly Avenue and  
Mariposa Avenue

**Notes**



WGS\_1984\_Web\_Mercator\_Auxiliary\_Sphere

DISCLAIMER: The information shown on this map was compiled from different GIS sources. The land base and facility information on this map is for display purposes only and should not be relied upon without independent verification as to its accuracy. The City of El Segundo will not be held responsible for any claims, losses or damages resulting from the use of this map.

**Recording Requested by  
and When Recorded Mail To:**

**City Clerk, City Hall  
350 Main Street  
El Segundo, CA 90245**

---

**NOTICE OF COMPLETION OF CONSTRUCTION PROJECT**

Project Name: Water Main Improvements on Indiana Street

Project No. PW 20-04                      Contract No. 5966

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

1.        The undersigned is an officer of the owner of the interest stated below in the property hereinafter described.
2.        The full name of the owner is: City of El Segundo
3.        The full address of the owner is: City Hall, 350 Main Street, El Segundo, CA, 90245
4.        The nature of the interest of the owner is: Public Facilities
5.        A work of improvement on the property hereinafter described was field reviewed by the City Engineer on May 7, 2021. The work done was: Water Main Improvements on Indiana Street.
6.        On August 17, 2021, City Council of the City of El Segundo accepted the work of this contract as being complete and directed the recording of this Notice of Completion in the Office of the County Recorder.
7.        The name of the Contractor for such work of improvement was: Cedro Construction, Inc.
8.        The property on which said work of improvement was completed is in the City of El Segundo, County of Los Angeles, State of California, and is described as follows:
  - Indiana St. between E. Mariposa Ave. and E. Holly Ave.
9.        The street address of said property is: None

Dated: \_\_\_\_\_

\_\_\_\_\_  
Elias Sassoon  
Public Works Director

---

**VERIFICATION**

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

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

Executed on \_\_\_\_\_, 2021 at El Segundo, California.

\_\_\_\_\_  
Elias Sassoon  
Public Works Director



**PW 20-04 Water Main Improvements on Indiana Street Before, During and After Pictures**

**Before:** Looking south on Indiana Street toward Holly Ave.



**During:** Installation of new water main on Indiana Street



Connecting water lines at Indiana Street/Holly Avenue intersection



**After:** Newly resurfaced Indiana Street/Mariposa Avenue intersection and Indiana Street



Looking south on Indiana Street toward Holly Ave.







## City Council Agenda Statement

Meeting Date: August 17, 2021

Agenda Heading: Consent

Item Number: B.7

---

### **TITLE:**

Administrative Use Permit to Allow the Sale of Beer, Wine, and Distilled Spirits for Onsite Consumption at Richmond Bar and Grill, Located at 145 Richmond Street

### **RECOMMENDATION:**

Receive and file.

### **FISCAL IMPACT:**

None.

### **BACKGROUND:**

On July 16, 2021, the interim Director of Development Services conditionally approved an Administrative Use Permit (AUP 21-01, EA-1307), allowing the sale of beer, wine, and distilled spirits (ABC Type 47 License) for on-site consumption at Richmond Bar and Grill located at 145 Richmond Street, in the Richmond Street District within the Downtown Specific Plan zone. The Planning Commission received and filed the director's decision at its July 22, 2021 meeting. In accordance with City Council direction from 1995, these matters are required to be brought to City Council's attention.

### **DISCUSSION:**

The California Alcoholic Beverage Control Department (ABC) license review process is separate from the City's AUP process. ABC is responsible for conducting a complete background check on all alcohol license applicants, as well as conducting site inspections, before issuing any type of alcohol license. The City reviews compatibility of the alcohol service on a particular site with its surroundings through the Administrative Use Permit process.

Restaurants are permitted uses in the Richmond Street District of the Downtown Specific Plan zone. Sale of alcohol for onsite consumption at a restaurant, however,

## **AUP for Alcohol Service at Richmond Bar and Grill**

**August 17, 2021**

**Page 2 of 2**

requires an Administrative Use Permit in accordance with the City's Municipal Code.

Before an administrative use permit may be granted, the director or Planning Commission must make certain findings. Further, the application is circulated to various City departments for their review. As a result, the Police Department reviewed all calls for service in the vicinity of this location for the past six months and found no basis for denial of this application. The Police Department and the Development Services Department found no objection to the issuance of an administrative use permit to permit full alcohol at the restaurant.

### **CITY STRATEGIC PLAN COMPLIANCE:**

Goal 5: Champion Economic Development and Fiscal Sustainability.

Objective A: El Segundo promotes economic growth and vitality for businesses and the community.

#### **PREPARED BY:**

Eduardo Schonborn, AICP, Principal Planner

#### **REVIEWED BY:**

Denis Cook, Interim Director, Contractor

#### **APPROVED BY:**

Barbara Voss, Deputy City Manager

### **ATTACHED SUPPORTING DOCUMENTS:**

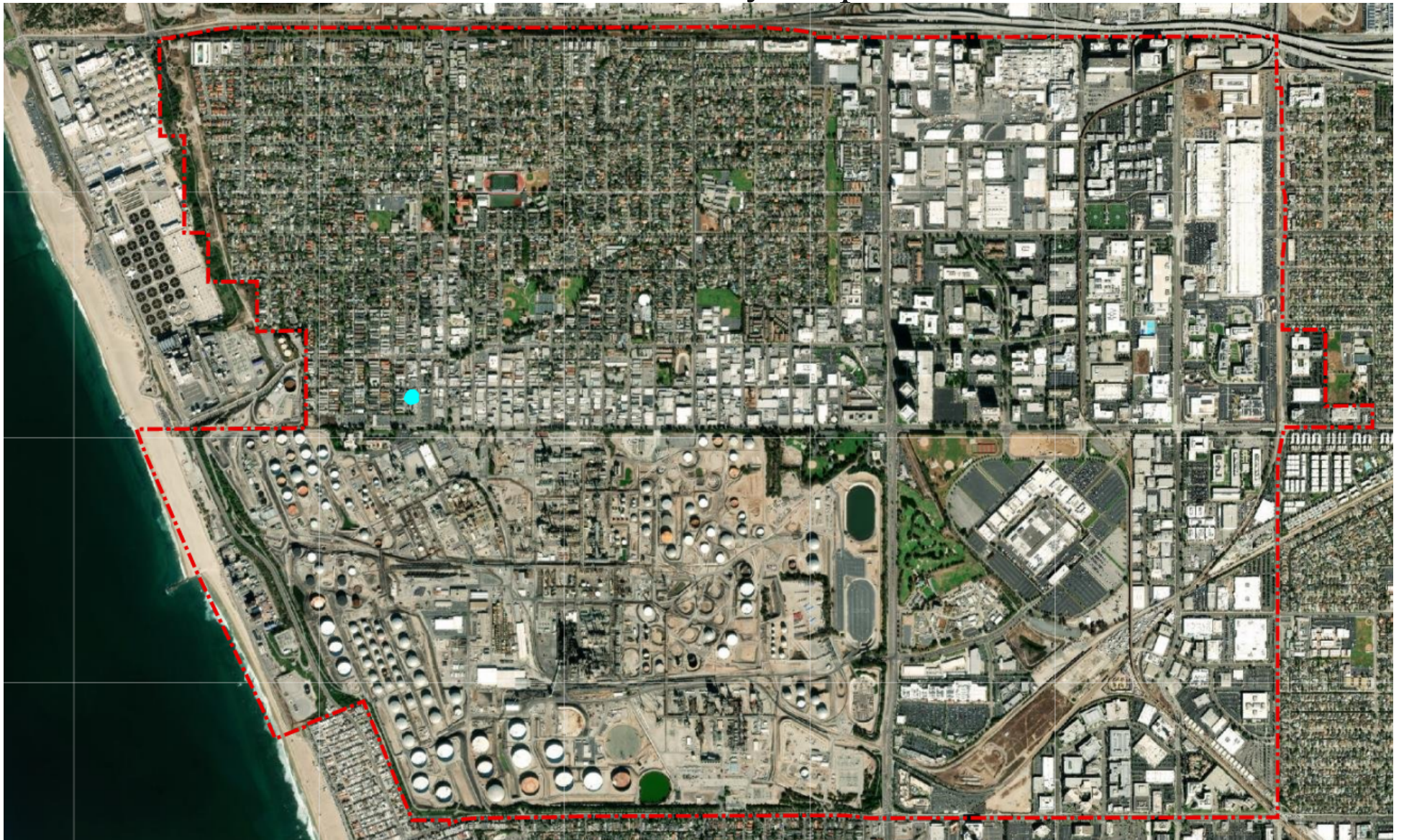
1. Location Map
2. Vicinity Map
3. Site Plan
4. AUP Approval Letter
5. Planning Commission Staff Report, dated July 22, 2021
6. Plans

# Location Map

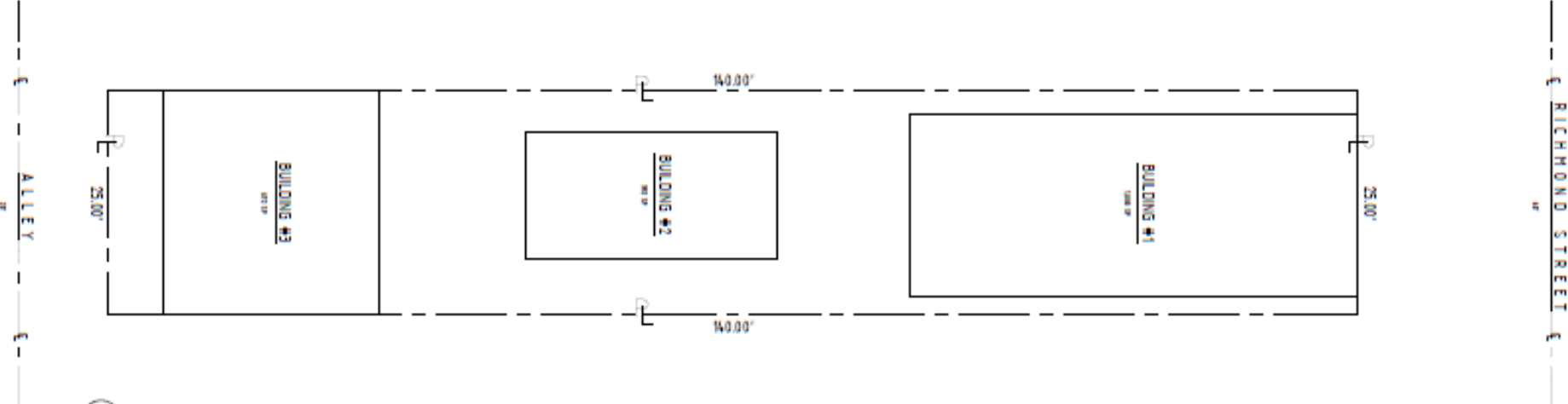




# Vicinity Map



# Site Plan



**LEGEND:**

- PROPERTY LINES
- LIMIT OF EXISTING BUILDING FOOTPRINTS

**1** SITE PLAN  
 scale: 1/8" = 1'-0"





# *City of El Segundo*

## *Development Services Department*

July 16, 2021

Mr. Zach Lyall  
Mr. Riley Montz  
Richmond Street Hospitality, LLC  
145 Richmond Street  
El Segundo, CA 90245

Subject: Environmental Assessment No. EA-1307 and Administrative Use Permit  
No. AUP 21-01  
Address: 145 Richmond Street, El Segundo, CA 90245

Dear Mr. Lyall and Mr. Montz:

Your request for an Administrative Use Permit allowing the sale of beer, wine, and distilled spirits for on-site consumption (Type 47 ABC License) at Richmond Bar and Grill is hereby approved in accordance with the Downtown Specific Plan and El Segundo Municipal Code Section 15-22-5, and subject to the conditions of approval contained in the attached Exhibit A. The associated environmental determination and findings supporting the decision are described in Exhibit B.

This determination is scheduled to be “received and filed” by Planning Commission at the July 22, 2021, meeting. Any Planning Commissioner may request that this permit be discussed, and a decision be made by Planning Commission instead of “received and filed.”

Should you have any questions, please contact Principal Planner Eduardo Schonborn, AICP at (310) 524-2312, or via email at [eschonborn@elsegundo.org](mailto:eschonborn@elsegundo.org).

Sincerely,

Denis Cook, Interim Director  
Development Services Department

Exhibit A  
CONDITIONS OF APPROVAL

In addition to all applicable provisions of the El Segundo Municipal Code (“ESMC”), Zach Lyall and Riley Montz representing Richmond Street Hospitality, LLC (“Applicant”) and any successor-in-interest agrees to comply with the following provisions as conditions for the City of El Segundo’s approval of Administrative Use Permit No. AUP 21-01 (“Project Conditions”):

Planning

1. The sale of alcohol shall be limited from 11:00 a.m. to midnight, Sunday through Thursday; and from 11:00 a.m. to 1:30 a.m., Friday and Saturday. Food must be available for the indoor and outdoor dining areas during the hours alcohol is sold. Any change to the hours is subject to review and approval by the Development Services Director.
2. Any subsequent modification to the project as approved shall be referred to the Development Services Director for approval or a determination regarding the need for Planning Commission review of the proposed modification.
3. The Development Services Department and the Police Department must be notified of any change of ownership of the approved use in writing within 10 days of the completion of the change of ownership. A change in project ownership may be cause to schedule a hearing before the Planning Commission regarding the status of the administrative use permit.
4. This approval authorized the restaurant located at 145 Richmond Street (Richmond Bar and Grill) to operate under a State of California Department of Alcoholic Beverage Control Type 47 (On-Sale General, Eating Place) license.
5. The restaurant shall consist of the two buildings and one outdoor dining area, described as follows:

Building 1: A 1,000 square-foot single-story building located on the east side of the site. Building 1 includes a 620 square-foot indoor dining area, bar, restrooms, and kitchen space.

Outdoor Dining Area: A 375 square-foot outdoor dining area between Building 1 and 2.

Building 2: A 392 square-foot single story building that is located near the center of the site. This building is used for additional indoor seating area.

Building 3: A 2,128 square-foot two-story building on the west side of the parcel. The first floor of Building 3 is used for storage for the

restaurant. The second floor of Building 3 is an apartment. No restaurant activities shall occur in second floor of Building 3.

6. The applicant shall obtain and maintain all licenses and comply with all regulations of the Alcoholic Beverage Control (ABC) Act (Business & Professions Code Section 23300) and the regulations promulgated by the Board, including the regulations set forth in 4 Cal. Code of Regs. §§55, *et seq.*
7. If complaints are received regarding excessive noise, or other nuisances associated with the sale of beer, wine, and distilled spirits the City may, in its discretion, take action to review the Administrative Use Permit and add conditions or revoke the permit.
8. There shall be no exterior advertising of any kind or type indicating the availability of specific alcoholic beverage products.
9. The restaurant shall not be occupied by more persons than allowed by the California Building Code, as adopted by the ESMC.
10. The restaurant and the associated outdoor seating shall comply with the California Building and Fire Code requirements, as adopted by the ESMC.
11. The Applicant agrees to indemnify and hold the City harmless from and against any claim, action, damages, costs (including, without limitation, attorney fees), injuries, or liability, arising from the City's approval of Environmental Assessment No. EA-1295 or Administrative Use Permit No. AUP 20-03. Should the City be named in any suit, or should any claim be brought against it by suit or otherwise, whether the same be groundless or not, arising out of the City approval of Environmental Assessment No. EA-1295 or Administrative Use Permit No. AUP 20-03, the Applicant agrees to defend the City (at the City's request and with counsel satisfactory to the City) and will indemnify the City for any judgment rendered against it or any sums paid out in settlement or otherwise. For purposes of this section, "the City" includes the City of El Segundo's elected officials, appointed officials, officers, and employees.
12. Zach Lyall and Riley Montz representing Richmond Street Hospitality, LLC shall acknowledge receipt and acceptance of the project conditions by executing the acknowledgement below.

#### Police

13. The following type of live entertainment is prohibited: topless entertainment, adult oriented fashion shows, and other entertainment as regulated by the Municipal Code.
14. Licensee(s) shall not require an admission charge or a cover charge for general admittance. There shall be no requirement to purchase a minimum number of drinks.



15. Persons who appear obviously intoxicated shall not be admitted into the licensed premises.
16. Aisles and hallways shall be kept clear in order to allow patrons to move freely about the licensed premises.
17. The quarterly gross sales of alcoholic beverages shall not exceed the gross sales of food during the same period. The licensee shall, at all times, maintain records which reflect separately the gross sale of food and the gross sales of alcoholic beverages of the licensed business. Said records shall be kept no less frequently than on a quarterly basis and shall be made available to Alcohol Beverage Control on demand.
18. No booth or group seating shall be installed which completely prohibits observation of the occupants.
19. The restaurant operator shall retain full control of all events with the subject premises. No premises may be sublet to an independent promoter for any purpose.
20. All patrons who appear under the age of 30 shall not be served or allowed to consume alcoholic beverage unless they provide proof of age by providing one of the following forms of identification:
  - a. Valid driver's license.
  - b. Valid State identification card.
  - c. Valid passport.
  - d. Current military identification.
  - e. U.S. Government immigrant identification card.

A sign indicating this policy shall be prominently posted in a place that is clearly visible to patrons.

All forms of out-of-state identification shall be checked by the authorized representative of the owner of the licensed premises in the Driver's License Guide. Upon presentment to the authorized representative of the owner of the licensed premises, the patron's form of identification shall be removed from the patron's wallet or any plastic holder and inspected for any alterations through a close visual inspection and/or use of a flashlight or "Retro-reflective viewer" or other electronic device as approved by the Police Department.

21. If persons under 21 years of age are allowed on the premises after midnight, the licensee(s) must utilize separate types of glassware to distinguish alcoholic drinks from non-alcoholic drinks.

22. Patrons who appear obviously intoxicated shall not be served any alcoholic beverages.
23. There shall be no promotions encouraging intoxication or drinking contests or advertisements indicating "Buy one drink, get one free," "Two for the price of one," "All you can drink for ...," or similar language.
24. The licensee(s) or an employee of the licensee(s) will be always present in any patio when alcoholic beverages are being served or consumed. An alternative is to have at least two (2) cameras monitoring the patio and should be capable of distinguishing unauthorized persons in the patio including underage persons consuming alcohol or alcohol being removed from the premises via the patio. Monitoring of the cameras shall be in an active area where employees are always present and can easily view these cameras. Cameras must be approved by the Police Department.
25. There shall be no "stacking" of drinks, i.e., more than one drink at a time, to a single patron.
26. When serving pitchers exceeding 25 ounces of an alcoholic beverage, all patrons receiving such pitcher, as well as all patrons who will be consuming all or any portion of such pitcher, shall present an ID to the server if they appear to be under the age of 30, if not previously checked at the entrance to the licensed premises.
27. Except for wine bottles, oversized containers or pitchers containing in excess of 25 ounces of an alcoholic beverage shall not be sold to a single patron for their sole consumption.
28. The sale of alcoholic beverages for consumption off the premises is strictly prohibited.
29. Employees and contract security personnel shall not consume any alcoholic beverages during their work shift.
30. A file containing the names and dates of employment of every person who serves alcoholic beverages for consumption by patrons on the licensed premises and every manager, which file shall also include a copy of each person's certificate of completion of the Department of Alcohol Beverage Control L.E.A.D. course (Licensee Education on Alcohol and Drugs). Upon request, said file shall be made available for review to representative of the Police Department. New employees will have 60 days from date of employment to obtain L.E.A.D. certification, or a police department approved alternative training course meeting the objectives of L.E.A.D. training.
31. There shall be a Designated Driver Program, that provides an incentive to the person not drinking alcoholic beverages, who is in a group of three or more, to be the designated driver for that group of patrons.

32. There shall be a taxi or ride sharing ride program where the establishment will offer to call a ride for patrons when it seems appropriate.
33. Except in case of emergency, the licensee shall not permit its patrons to enter or exit the licensed premises through any entrance/exit other than the primary entrance/exit, excluding entrances/exits to/from patio areas. Steps shall be taken by the licensee to discourage unauthorized exiting such as special locking devices or staff at the doors.
34. Any patron who (1) fights or challenges another person to fight, (2) maliciously and willfully disturbs another person by loud or unreasoned noise, or (3) uses offensive words which are inherently likely to provoke an immediate violent reaction shall be removed from the premises.
35. An incident log shall be maintained at the licensed premises on a continual basis with at least one year of entries and be readily available for inspection by a police officer. The log is for recording any physical altercations, injuries, and objectionable conditions that constitute a nuisance occurring in, on, or at the licensed premises, including the immediately adjacent area that is owned, leased, or rented by the licensee. The log will indicate date, time, description of incident, and action taken. "Objectionable conditions that constitute a nuisance" means disturbance of the peace, public drunkenness, drinking in public, harassment of passersby, gambling, prostitution, loitering, public urination, lewd conduct, drug trafficking, or excessive loud noise.
36. The Chief of Police may require State of California licensed security guards to perform crowd control inside and outside of the establishment. The number of security guards and hours security shall be present shall be as determined by the Chief of Police and based upon the type of activities anticipated at the location or based upon prior history of activity at this establishment or other similar businesses.
  - a. Security personnel required by the administrative use permit issued for the licensed premises shall be in a uniform or clothing which readily identifies them as a security person. They shall maintain order and enforce the establishment's no loitering policy, and shall take "reasonable steps" (as that term is defined in subparagraph (3) of Section 24200 of the California Business and Professions Code) to correct objectionable conditions that constitute a nuisance.
  - b. Contract security services, proprietary security personnel, or personnel assuming the functions typically associated with security shall be familiar with the establishment's written security policy and procedures by reviewing them and signing they have read and understood them. The signed acknowledgement shall be kept in a file relating to the security manual.

- c. Prior to utilizing a contract security guard company, the establishment shall verify the security company has a current city business license.
- 37. The business owner shall install and maintain a closed-circuit television system capable of readily identifying facial features, and stature of all patrons entering the establishment. Cameras are to be color and record, including keeping a minimum 30-day library of events, which shall be available for downloading and inspection by the Police Department.
- 38. The owner or manager of the licensed premises shall notify the Chief of Police at least three (3) days in advance of a special promotion or special event scheduled at the licensed premises.
- 39. If an outside promoter is utilized for providing entertainment after midnight, the Chief of Police shall be notified at least three (3) days in advance of the promoter's name and proposed entertainment.
- 40. Lines to enter the establishment shall not encroach into any parking or driveway areas and are to be maintained in an orderly fashion. Persons are to not loiter about the exterior of the facility.

These Conditions are binding upon Zach Lyall and Riley Montz representing Richmond Street Hospitality, LLC, and all successors and assigns to the property at 145 Richmond Street, El Segundo, CA 90245 until superseded by another approval letter or rescinded.

---

Zach Lyall, Applicant

---

Riley Montz, Applicant

Exhibit B  
Environmental Determination and Required Findings

Environmental Assessment 1307:

After considering the facts and findings below, the Director finds this project is categorically exempt from the requirements of the California Environmental Quality Act (CEQA) pursuant to 14 California Code of Regulations §15301 as a Class 1 categorical exemption (Existing Facilities), which includes projects that negligible or no expansion of the existing use. The project includes changing the State of Alcoholic Beverage Control License from a Type 41 (On-Sale Beer and Wine - Eating Place) to a Type 47 (On-Sale General - Eating Place), which will allow the sale of distilled spirits in addition to the existing sale of beer and wine. This change in alcohol licenses is a negligible expansion to the existing restaurant and therefore qualifies for the Class 1 Exemption. Furthermore, none of the exceptions, as listed in 14 California Code of Regulations §15300.2, to using a Categorical exemption would be applicable to this project.

Administrative Use Permit 21-01:

As required by El Segundo Municipal Code Section 15-22-5, the following are the facts in support of each finding for this decision:

Finding 1:

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

Facts in Support of Finding 1:

1. The project is located within the Richmond Street District within the Downtown Specific Plan zone, where restaurants are permitted by right. This approval allows the existing restaurant to expand its current alcoholic beverage offerings from beer and wine to include distilled spirits. The restaurant is a compatible use with the other commercial and residential uses in the area, as it primarily serves those who live and work in the vicinity. The addition of distilled spirits will not impact restaurant's compatibility with other uses.

Finding 2:

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

Facts in Support of Finding 2:

1. According to the Downtown Specific Plan, the subject site is located within the Richmond Street District, which is the "entertainment center" of El Segundo and is comprised of an eclectic mix of antique stores, bars, restaurants, and the Old Town Music Hall." Surrounding land uses include a variety of offices, retails, other restaurants and the Old town Music Hall. The restaurant operating under the ABC

Type 47 license is consistent with the Richmond Street District as it would allow provide an additional service to those who live and work in the area. The restaurant would continue to provide a dining opportunity for people who want lunch or dinner and would serve those who patronize the downtown for an evening out; therefore, it would contribute to the areas classification of being the “entertainment center” of El Segundo.

Finding 3:

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

Facts in Support of Finding 3:

1. The expanded sale of alcohol will be within an existing restaurant. No new construction is proposed as part of the request for an alcohol license. The outdoor dining areas are completely fenced in and located between the existing buildings on the site. Alcohol sales are limited from 11:00 a.m. to midnight, Sunday through Thursday; and from 11:00 a.m. to 1:30 a.m., Friday and Saturday and food service is required to be available during these hours. Furthermore, several conditions of approval are imposed onto the operations of the restaurant that will prevent potential impacts onto the neighboring uses. With the conditions of approval, the use will not be detrimental to the public health, safety, or welfare, or materially injurious to properties or improvements in the vicinity.

Finding 4:

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

Facts in Support of Finding 4:

1. The on-site sale and on-site consumption of beer, wine and distilled spirits will not create any new impacts that would not be normally associated with the operation of a restaurant. The restaurant currently offers beer and wine and has not been the subject of negative impacts. Any potential impact will be mitigated through the enforcement of the conditions of approval.

Finding 5:

The State Department of Alcohol Beverage Control has issued or will issue a license to sell alcohol to the applicant.

Facts in Support of Finding 5:

1. The restaurant currently possesses a Type 41 ABC license, which allows the on-site sale of beer and wine for on-site consumption. The city expects the Applicant will obtain a (Type 47 ABC License) from the State of California Department of Alcoholic Beverage Control to allow the addition of on-site sale and on-site consumption of distilled spirits.



**TITLE:**

Request for an Administrative Use Permit to allow an existing restaurant (Richmond Street Bar and Grill), located at 145 Richmond Street, to operate under a State of California Department of Alcoholic Beverage Control (ABC) Type 47 (On-Sale General, Eating Place) license (Environmental Assessment No. EA-1307 and Administrative Use Permit No. AUP 21-01).

Applicant: Zach Lyall and Riley Montz

**RECOMMENDATION:** Receive and file

**BACKGROUND:**

The subject site is a 3,500 square-foot rectangular shaped parcel that is located on the west side of Richmond Street, south of Franklin Avenue. The site is occupied by the Richmond Bar and Grill and includes the following improvements:

- Building 1 - a 1,018 square-foot single-story building located on the east side of the site. Building 1 includes a 620 square foot dining area, bar, restrooms, and kitchen space.
- Building 2 - a 375 square-foot single story building that is located near the center of the site. This building is used for additional indoor seating area.
- Building 3 - a 2,128 square-foot two-story building on the west side of the parcel. The first floor of Building 3 is used for storage for the restaurant. The second floor of Building 3 is an unrelated apartment.

Outdoor dining areas are provided between Buildings 1 and 2 and between Buildings 2 and 3. An additional temporary outdoor dining area is currently being provided in the landscape planter on the southwest corner of Richmond Street and Franklin Avenue under the COVID-19 back to business protocol. This dining area is not part of the application since it is temporary in nature and not part of the permanent business plan.

The Richmond Street Bar and Grill has been in operation since 1976. Initially the business operated under an ABC Type 40 (On-Sale Beer) license; however, it appears in 1981, the license was upgraded to an ABC Type 41 (On-Sale Beer and Wine - Eating Place). Due to its age, no previous entitlement has been issued for the operation of the restaurant. Notwithstanding this, Conditional Use Permit No. 85-5 and Variance No. 85-3 were approved in 1985 to allow the adjacent property located at 147 Richmond Street to be used as a dining area. In 1986, Precise Plan 85-4 was approved to allow the construction of a patio dining structure at 147 Richmond Street. There is no indication in

City records indicate that none of these entitlements were activated or the work authorized by them begun. Furthermore, the conditions of approval contained therein only applied to the operations at 147 Richmond Street.

On May 18, 2021, EA-1307 and AUP-21-## was submitted to upgrade business from a ABC Type 40 (On-Sale Beer) license to a Type 47 (On-Sale General, Eating Place) license. After considering the request, on July 12, 2021 the Director granted approval of the Administrative Use Permit.

### **DISCUSSION:**

The site is located in the in the Richmond Street District within the Downtown Specific Plan (DSP) zone. Pursuant to the Downtown Specific Plan, restaurants with the on-site consumption of alcohol is subject the approval of a Administrative Use Permit. The immediate vicinity of the project site includes a variety of offices, retails, other restaurants and the Old town Music Hall. The proposed hours for alcohol sales are from 11:00 a.m. to midnight, Sunday through Thursday; and from 11:00 a.m. to 1:30 a.m., Friday and Saturday. The proposed alcohol service for the restaurant is a compatible use in relation to existing uses in the area.

The approval includes conditions that protect the City and surrounding users from potentially negative impacts. The conditions, findings of approval, and environmental assessment are provided in the attached approval letter. Staff believes that the project is appropriate for the location and will not operate in a way that will create unwanted impacts. Staff recommends that the Planning Commission receive and file the Director's approval. In the alternative, any Planning Commissioner may request that an item be discussed and a decision on the application be made by the Planning Commission instead.

### **TYPE OF ACTION (LEGISLATIVE; QUASI-JUDICIAL; OR ADVISORY)**

**Quasi-judicial:** In the event the Planning Commission desires to review the Director's approval of the administrative use permit, the Planning Commission acts in its quasi-judicial capacity (i.e., applying established standards to applications to determine specific rights under existing law). Before an administrative use permit may be granted, the Director or the Commission must find the following findings are met as required by ESMC § 15-22-5:

1. *There is compatibility of the particular use on the particular site in relationship to other existing and potential uses within the general area in which the use is proposed to be located.*
2. *The proposed use is consistent and compatible with the purpose of the zone in which the site is located.*






3. *The proposed location and use and the conditions under which the use would be operated or maintained to not be detrimental to the public health, safety or welfare, or materially injurious to properties or improvements in the vicinity.*
4. *Potential impacts that could be generated by the proposed use, such as noise, smoke, dust, fumes, vibration, odors, traffic and hazards have been recognized and compensated for.*
5. *The State Department of Alcohol Beverage Control has issued or will issue a license to sell alcohol to the applicant.*

As stated above, the Director found that the proposed facility satisfied these findings and thus granted the permit.

### **ENVIRONMENTAL REVIEW**

The proposed project was analyzed for its environmental impacts under the California Environmental Quality Act (Public Resources Code §§ 21000, et seq., "CEQA"), and the regulations promulgated thereunder (14 Cal. Code of Regulations §§ 15000, et seq., "CEQA Guidelines"). The project is categorically exempt from the requirements of the California Environmental Quality Act (CEQA) pursuant to 14 California Code of Regulations § 15301 as a Class 1 categorical exemption (Existing Facilities), which includes projects that negligible or no expansion of the existing use. The project includes changing the State of Alcoholic Beverage Control License from a Type 41 (On-Sale Beer and Wine - Eating Place) to a Type 47 (On-Sale General - Eating Place), which will allow the sale of distilled spirits in addition to the existing sale of beer and wine. This change in alcohol licenses is a negligible expansion to the existing restaurant and therefore qualifies for the Class 1 Exemption. Furthermore, none of the exceptions, as listed in 14 California Code of Regulations § 15300.2, to using a Categorical exemption would be applicable to this project.

**PREPARED BY:** David Blumenthal, AICP, Contract Planner   
**REVIEWED BY:** Eduardo Schonborn, AICP, Principal Planner   
**APPROVED BY:** Denis Cook, Interim Development Services Director 

### **ATTACHED SUPPORTING DOCUMENTS:**

1. Approval letter dated July 16, 2021
2. Plans

AERIAL VIEW OF SITE





# RICHMOND BAR & GRILL

145 RICHMOND STREET EL SEGUNDO, CA 90245

## PROJECT DESCRIPTION:

CONDITIONAL USE PERMIT:  
EXISTING BAR/RESTAURANT 'RICHMOND BAR & GRILL'  
IS APPLYING FOR A LIQUOR LICENSE.

## PROJECT DIRECTORY:

OWNERS:  
ZACH LYALL + RILEY MONTZ  
145 RICHMOND STREET  
EL SEGUNDO, CA 90245  
mgilmore@williamblair.com  
kim.c.gilmore@gmail.com  
312-241-8080

ARCHITECTURAL:  
designstudioMV  
MICHAEL M. VARELA  
1133 SOUTH PATTON STREET  
SAN PEDRO, CA 90731  
310-780-4997  
mvarela@designstudioMV.com

## SHEET INDEX:

A0.1 TITLE SHEET, SITE PLAN + FRONT ELEVATION  
A1.1 EXISTING FLOOR PLAN

## LEGAL DESCRIPTION:

AIN: 4136-027-020  
LOT AREA: 3,503 SF  
TRACT: EL SEGUNDO  
BLOCK: 12  
LOT: 30

## BUILDING INFO:

**BUILDING #1:**  
SIZE: 1,000 SF  
YEAR BUILT: 1951/1915  
BED/BATH: 0/0

**BUILDING #2:**  
SIZE: 392 SF  
YEAR BUILT: 1939/1939  
BED/BATH: 1/1

**BUILDING #3:**  
SIZE: 672 SF  
YEAR BUILT: 1950/1950  
BED/BATH: 1/1

## FRONT BUILDING ELEVATION:

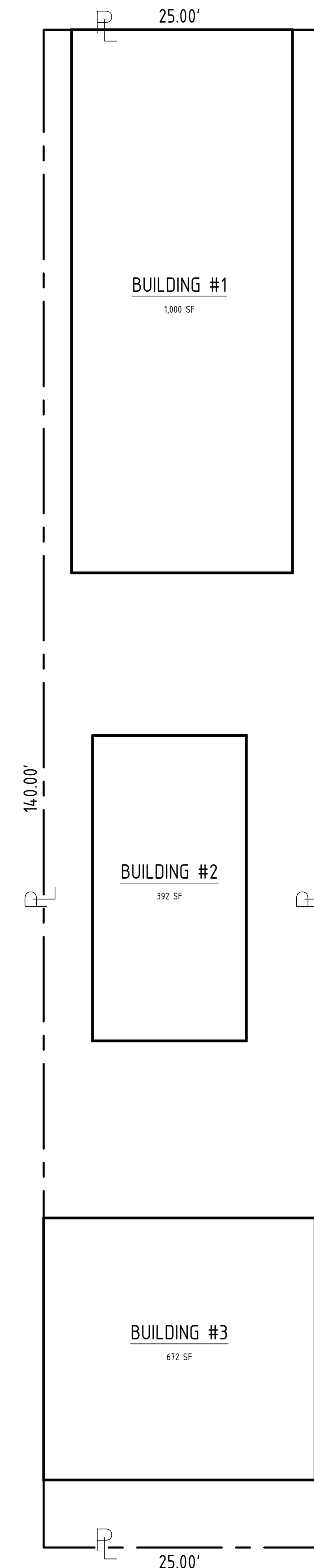


RICHMOND STREET

60'

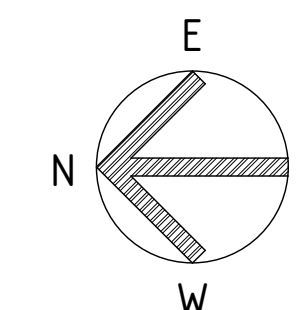
FRANKLIN AVENUE

40'



## LEGEND:

--- PROPERTY LINES  
— LINE OF EXISTING BUILDING FOOTPRINTS



1 SITE PLAN  
scale: 1/8" = 1'-0"

MARCH 16 2021

RICHMOND BAR & GRILL  
ZACH LYALL + RILEY MONTZ  
145 RICHMOND STREET  
EL SEGUNDO, CA 90245  
310.903.1275

design studio **MV**

479 WEST 6TH STREET #109  
SAN PEDRO, CA 90731  
310.780.4997

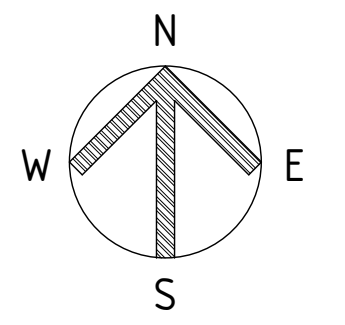
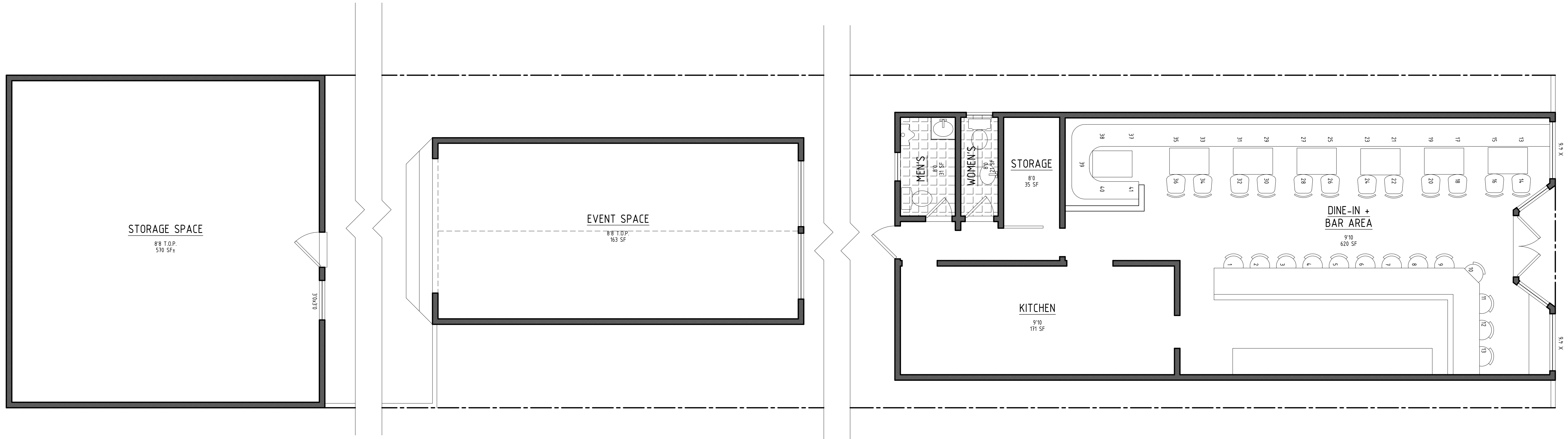
REVISIONS	NO.
	△
	△
	△

TITLE SHEET AND SITE PLAN

DRAWN BY: MMV  
CHECKED BY: MMV  
DATE: MAR 16 2021  
SCALE: 1/8" = 1'-0"  
JOB NO.: 21-317

**A0.1**

CONDITIONAL USE PERMIT



**1** EXISTING FLOOR PLAN  
scale: 1/4" = 1'-0"

MARCH 16 2021

**RICHMOND BAR & GRILL**  
ZACH LYALL + RILEY MONTZ  
145 RICHMOND STREET  
EL SEGUNDO, CA 90245  
310.903.1275

design studio **MV**

479 WEST 6TH STREET #109  
SAN PEDRO, CA 90731  
310.780.4997

REVISIONS	NO.
	△
	△
	△

THIS DOCUMENT IS THE PROPERTY OF designstudio MV AND IS NOT TO BE USED FOR ANY OTHER PURPOSE THAN AS SHOWN HEREON.

EXISTING FLOOR PLAN

DRAWN BY	MMV
CHECKED BY	MMV
DATE	MAR 16 2021
SCALE	1/4" = 1'-0"
JOB NO.	21-317

**A1.1**

CONDITIONAL USE PERMIT



## City Council Agenda Statement

Meeting Date: August 17, 2021

Agenda Heading: Consent

Item Number: B.8

### TITLE:

Advertise for Construction of FY 2021-22 Annual Concrete Improvements Project

### RECOMMENDATION:

1. Adopt Resolution approving plans and specifications for FY 21/22 Concrete Improvements Project, Project No. PW 21-10 to repair defective sidewalks, driveway approaches, curbs and gutters, and ramps throughout the City.
2. Authorize staff to advertise the project for construction bids.

### FISCAL IMPACT:

The estimated cost for the construction of this project is \$200,000.

#### Project Cost Summary

Description	Budget
Sidewalk Construction	\$200,000.00
<b>Total Project Budget</b>	<b>\$200,000.00</b>

Description	Expenditures
Construction	\$175,601.00
Construction Contingency	22,399.00
Advertising cost	2,000.00
<b>Total Project Cost</b>	<b>\$ 200,000.00</b>

Amount Budgeted: \$200,000

Additional Appropriation: No

Account Number(s): 106-400-8203-8606 (Sidewalk Repair)

## **FY 2021-22 Concrete Improvements Project**

**August 17, 2021**

**Page 2 of 3**

### **BACKGROUND:**

The Public Works Department administers an annual concrete improvements program to repair defective sidewalks, driveway approaches, curbs and gutters, and ramps throughout the City. The program eliminates potential trip hazards, ensures public safety, and restores proper drainage conveyance affected by defective infrastructure.

### **DISCUSSION:**

Staff identified 77 citywide repair locations. See attached list for details.

This project includes the following improvements:

- Removal and replacement of defective sidewalks
- Removal and replacement of defective curbs and gutters
- Removal and replacement of non-standard driveway approaches
- Removal and replacement of defective curb ramps
- Removal of city trees/stumps that cause sidewalk, curb, gutter, and street damage

Capital Improvement Funding in the amount of \$200,000 for the FY 21/22 Concrete Improvements Project is available.

Staff recommends City Council approve the recommended actions as noted. Construction is expected to commence in December 2021 and be completed by March 2022.

### **CITY STRATEGIC PLAN COMPLIANCE:**

Goal 1: Enhance Customer Service, Engagement, and Communication; Embrace Diversity, Equity, and Inclusion

Objective 1A: El Segundo Provides unparalleled service to internal and external customers.

Goal 4: Develop and Maintain Quality Infrastructure and Technology

Objective 4A: El Segundo's physical infrastructure supports an appealing, safe and effective community.

### **PREPARED BY:**

Floriza Rivera, Principal Civil Engineer

### **REVIEWED BY:**

Elias Sassoon, Public Works Director

**FY 2021-22 Concrete Improvements Project**

**August 17, 2021**

**Page 3 of 3**

**APPROVED BY:**

Barbara Voss, Deputy City Manager

**ATTACHED SUPPORTING DOCUMENTS:**

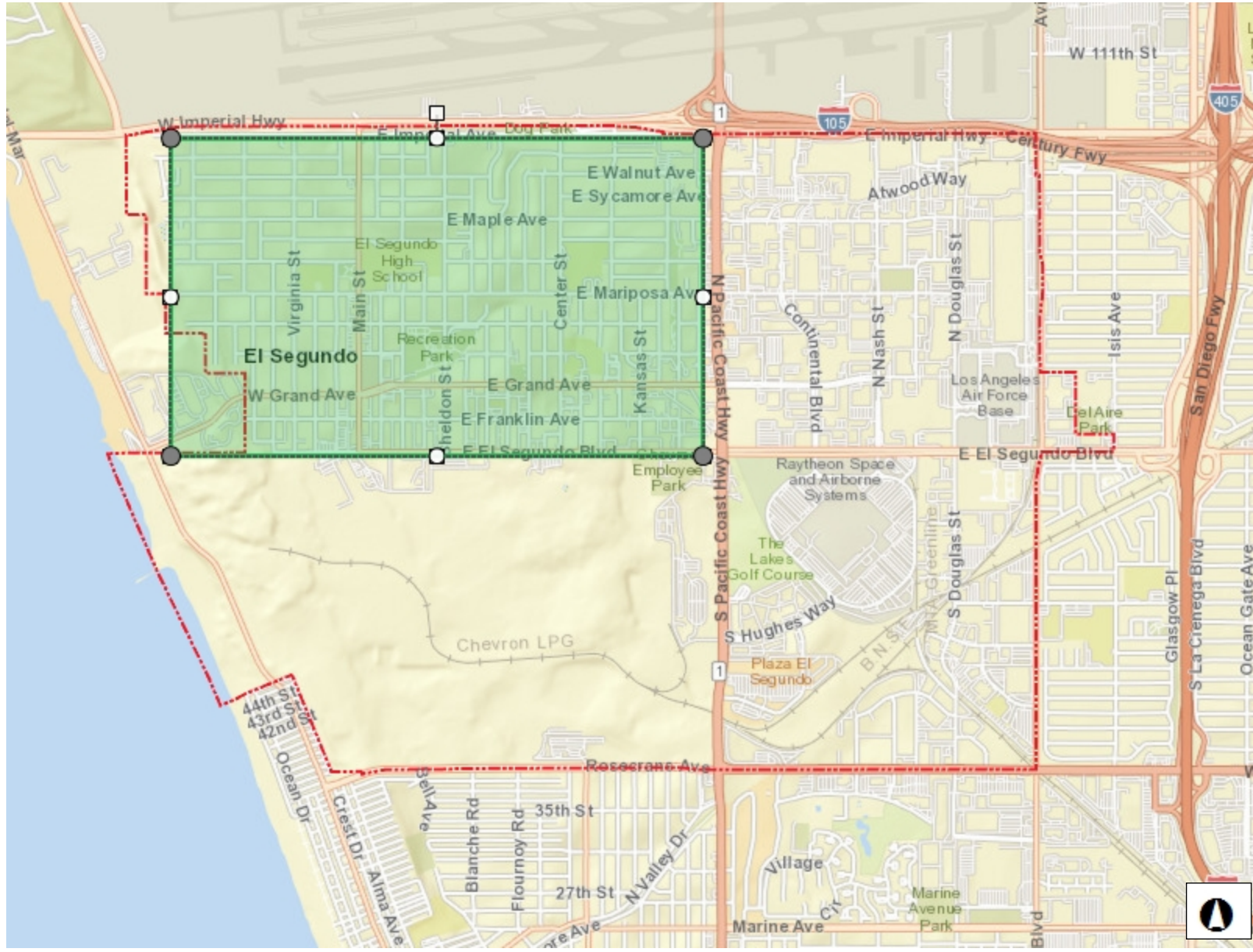
1. Vicinity Map PW 21-10
2. Location Map PW 21-10
3. Improvement Locations PW 21-10
4. Concrete Adoption Resolution PW 21-10





# Vicinity Map

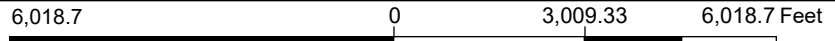
## PW 21-10: FY 21/22 Annual Concrete Improvements



**Legend**

- City Boundary
- Project Region

**Notes**



WGS\_1984\_Web\_Mercator\_Auxiliary\_Sphere

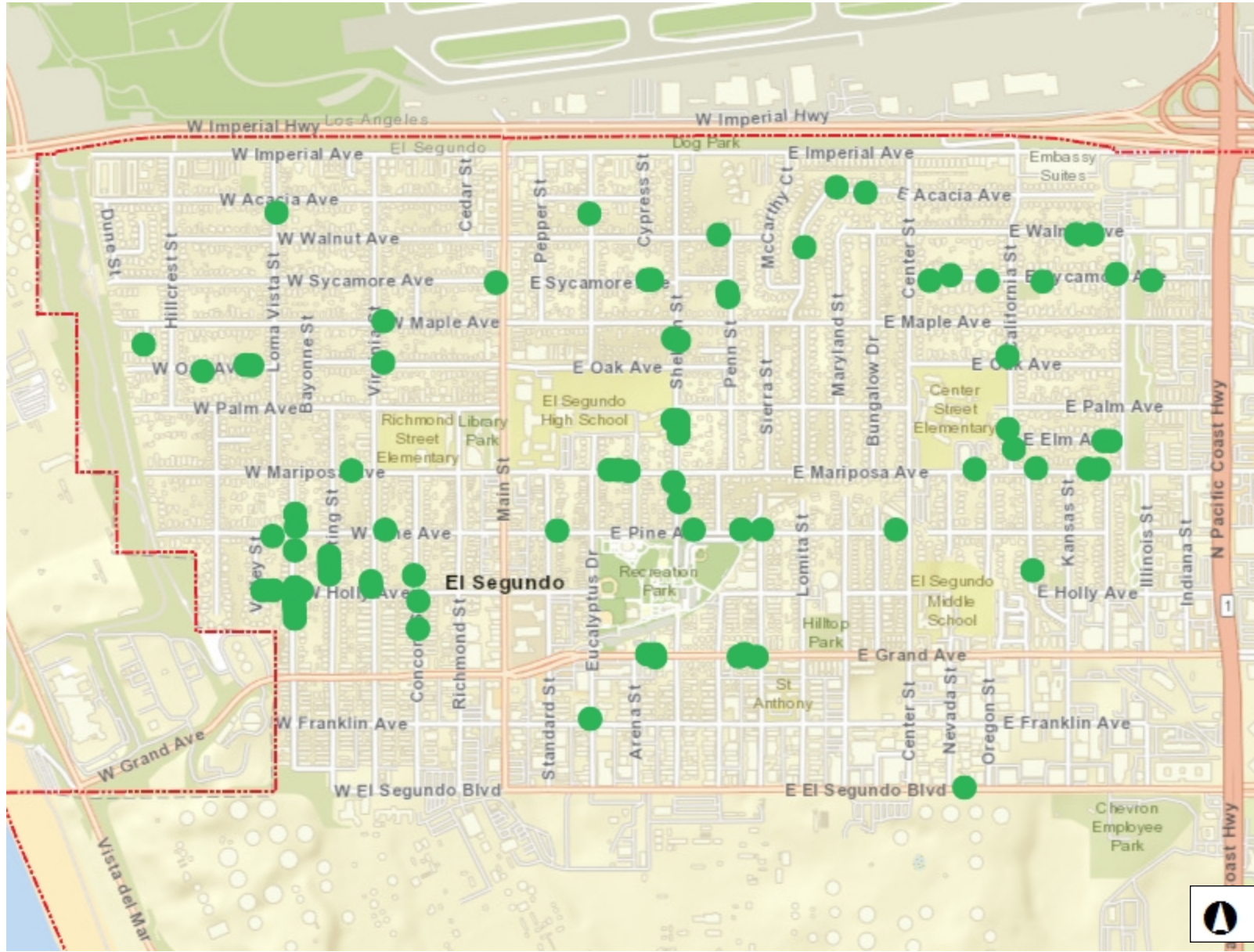
DISCLAIMER: The information shown on this map was compiled from different GIS sources. The land base and facility information on this map is for display purposes only and should not be relied upon without independent verification as to its accuracy. The City of El Segundo will not be held responsible for any claims, losses or damages resulting from the use of this map.





# Location Map

## PW 21-10: FY 21/22 Annual Concrete Improvements Project

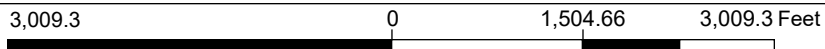


**Legend**

- City Boundary
- Concrete Repair Areas

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**Notes**



WGS\_1984\_Web\_Mercator\_Auxiliary\_Sphere

**DISCLAIMER:** The information shown on this map was compiled from different GIS sources. The land base and facility information on this map is for display purposes only and should not be relied upon without independent verification as to its accuracy. The City of El Segundo will not be held responsible for any claims, losses or damages resulting from the use of this map.

## VTGG'TGO QXCN'NKUV,

Tree #	Address and Tree Type	Proposed action
1	601 Arena St (on E Mariposa Ave) - Carob	Remove completely
2	626 E Grand Ave - Carrotwood	Remove completely and turn cutout into sidewalk
3	619 E Grand Ave - Carrotwood	Remove completely and turn cutout into sidewalk
4	612 E Grand Ave - Carrotwood	Remove completely and turn cutout into sidewalk
5	615 W Holly Ave - Carob	Remove completely
6	515 W Holly Ave (on Loma Vista St) - New Zealand Christmas Tree	Remove completely
7	864 Lomita St - Carrotwood	Remove completely
8	641 Sheldon St - Brisbane Box	Remove completely
9	1414 E Sycamore Ave - Brisbane Box	Remove stump and root only

\*Note: Unless otherwise stated, trees are to be completely removed and properly discarded per the project specifications, including the entire tree stump and the roots down to two feet below grade. Areas with voids shall be filled in with soil and compacted to 95% compaction.

All other areas with tree root uplift shall undergo tree root pruning only instead, down to two feet below grade. Areas with voids shall be filled in with soil and compacted to 95% compaction.

**FY 21/22 ANNUAL CONCRETE IMPROVEMENTS  
PROJECT NO. PW 21-10**

**CONCRETE REPAIR LOCATIONS**

NO.	ADDRESS	TYPE OF WORK				
		4" SIDEWALK (SF)	6" DRIVEWAY APPROACH (SF)	CURB AND GUTTER (LF)	CURB ONLY (LF)	CURB RAMP (EA)
1	1005 E. Acacia Ave.	96			16	
2	1018 E. Acacia Ave.	32				
3	601 Arena St. (on E Mariposa Ave)	192	40			
4	412 California St.	176			44	
5	608-612 California St.	320			44	
6	633 California St.	160	72			
7	737 California St.	96				
8	330 Concord St.	48				
9	362-364 Concord St.				23	
10	411 Concord St.	160			48	
11	1530 E. Elm Ave.	16			76	
12	1534 E. Elm Ave.	96	80			
13	1205 E. El Segundo Blvd.	144			16	
14	919 Eucalyptus Dr.	32	60		40	
15	231 E. Franklin Ave. (on Eucalyptus)	100		20		
16	405 E. Grand Ave.	36				
17	409 E. Grand Ave.	102			17	
18	416 E. Grand Ave.	36				
19	612 E. Grand Ave.	80	48			
20	619 E. Grand Ave.	96			24	
21	626 E. Grand Ave.	66				
22	515 W. Holly Ave. (on Loma Vista St.)	160			40	
23	515 W. Holly Ave.	132				
24	615 W. Holly Ave.	64	78		60	
25	617 W. Holly Ave.	192				
26	340-362 Loma Vista St.			88		
27	358 Loma Vista St.		48			
28	430 Loma Vista St.	139			35	
29	916 Loma Vista St.	96				
30	864 Lomita St.	250				
31	827 Main St. (on W. Sycamore Ave.)	224			32	
32	309 E. Mariposa Ave. (w/o Arena)	128	77		52	1
33	317 E. Mariposa Ave. (w/o Arena)	176				1
34	1217 E. Mariposa Ave.	112			20	

**FY 21/22 ANNUAL CONCRETE IMPROVEMENTS  
PROJECT NO. PW 21-10**

NO.	ADDRESS	TYPE OF WORK				
		4" SIDEWALK (SF)	DRIVEWAY APPROACH (SF)	CURB AND GUTTER (LF)	CURB ONLY (LF)	CURB RAMP (EA)
35	1413 E. Mariposa Ave.	20				
36	1517 E. Mariposa Ave.	48	32		30	
37	1523 E Mariposa Ave.	108	53		46	
38	419 W. Mariposa Ave.	132				
39	615 W. Oak Ave. (w/o Loma Vista St.)	32	32		8	
40	619 W. Oak Ave. (w/o Loma Vista St.)	96	32			
41	642 W. Oak	64			16	
42	817 Penn St.	144			28	
43	823 Penn St.	128			32	
44	511 E. Pine Ave.	80				
45	1003 E. Pine Ave. (e/o Bungalow)	192				
46	602 W. Pine Ave.	96			22	
47	522 Sheldon St.				35	
48	537 Sheldon St.	328	18		80	
49	632 Sheldon St.		90			
50	632-634 Sheldon St.	128				
51	640 Sheldon St.	72	96			
52	641 Sheldon St.	224			20	
53	750 Sheldon St.	256				
54	755 Sheldon St.	112	40			
55	509 Sierra Pl. (on E. Pine Ave.)	144				
56	605 Sierra Pl. (on E. Pine Ave.)	80				
57	500 Standard St. (on E. Pine Ave.)	48				
58	411 E. Sycamore Ave.	80				
59	413 E. Sycamore Ave.	16	144		24	
60	1200 E. Sycamore Ave.	80				
61	1211 E. Sycamore Ave.	32			48	
62	1222 E. Sycamore Ave.	64				
63	1414 E. Sycamore Ave.	80				
64	1515 E. Sycamore Ave.	32				
65	1616 E. Sycamore Ave.	48	100			
66	403 Virginia St. (on W. Holly Ave.)	224			136	

**FY 21/22 ANNUAL CONCRETE IMPROVEMENTS  
PROJECT NO. PW 21-10**

NO.	ADDRESS	TYPE OF WORK				
		4" SIDEWALK (SF)	DRIVEWAY APPROACH (SF)	CURB AND GUTTER (LF)	CURB ONLY (LF)	CURB RAMP (EA)
67	403-409 Virginia St. (n/o W. Holly Ave.)	160			50	
68	500 Virginia St. (on W. Pine Ave.)	80	96		150	
69	740 Virginia St. (on W. Oak Ave.)	112				
70	800 Virginia St. (on W. Maple Ave.)	204			40	
71	531 E. Walnut Ave.		162		27	
72	1432 E. Walnut Ave.	60				
73	1504 E. Walnut Ave.		60		12	
74	411-427 Whiting St.			192		
75	502 Whiting St.	192				
76	512 Whiting St.	116			6	
77	747 Yucca St.	176				

8045                      1458                      300                      1397                      2

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION APPROVING THE DESIGN AND PLANS FOR THE CONSTRUCTION OF THE FY 21-22 ANNUAL CONCRETE IMPROVEMENTS PROJECT PURSUANT TO GOVERNMENT CODE SECTION 830.6 AND ESTABLISHING A PROJECT PAYMENT ACCOUNT.**

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

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

- A. The City Engineer prepared specifications and plans requesting Construction of the FY 21-22 Annual Concrete Improvements Project (the "Project"). These plans are complete. Bidding for construction of the Project may begin;
- B. The City Council wishes to obtain the immunities set forth in Government Code § 830.6 with regard to the plans and construction of the Project.

SECTION 2: Design Immunity; Authorization.

- A. The design and plans for the Project are determined to be consistent with the City's standards and are approved.
- B. The design approval set forth in this Resolution occurred before actual work on the Project construction commenced.
- C. The approval granted by this Resolution conforms with the City's General Plan.
- D. The City Engineer, or designee, is authorized to act on the City's behalf in approving any alterations or modifications of the design and plans approved by this Resolution.
- E. The approval and authorization granted by this Resolution is intended to avail the City of the immunities set forth in Government Code § 830.6.

SECTION 3: Project Payment Account. For purposes of the Contract Documents administering the Project, the City Council directs the City Manager, or designee, to establish a fund containing sufficient monies from the current fiscal year budget to pay for the Project ("Project Payment Account") following receipt of construction bids. The Project Payment Account will be the sole source of funds available for the Contract Sum, as defined in the Contract Document administering the Project.

SECTION 4: The City Clerk is directed to certify the adoption of this Resolution.

Sec. 6.150.020. This Resolution will become effective immediately upon adoption.

PASSED AND ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Drew Boyles, Mayor

ATTEST:

\_\_\_\_\_  
Tracy Weaver, City Clerk

APPROVED AS TO FORM:  
MARK D. HENSLEY, City Attorney

By: \_\_\_\_\_  
David H. King, Assistant City Attorney



## City Council Agenda Statement

Meeting Date: August 17, 2021

Agenda Heading: Consent

Item Number: B.9

---

### TITLE:

Rental Rate Adjustment for New Tenants at Park Vista

### RECOMMENDATION:

Affirm the El Segundo Senior Citizens Housing Corporation Board's decision to increase the rental rate for new incoming tenants at Park Vista from 50 percent of market rate to 60 percent of market rate, effective July 1, 2021.

### FISCAL IMPACT:

An increase in annual rental revenue of approximately \$30,000 per year. Over the next twenty years, this policy change is anticipated to generate approximately \$1 million.

### BACKGROUND:

Cadman Group, the property management firm for the Park Vista senior housing complex, conducts an annual rental rate survey to determine what the market rental rate is in El Segundo for multi-family complexes. The results are presented to the El Segundo Senior Citizens Housing Corporation Board (the "Board") and used by the Cadman Group to establish the rental rate at Park Vista. Historically, the Board established Park Vista rents to be at 50 percent of the market rate, meaning that a new tenant to Park Vista would pay 50 percent of the market rate of the year they moved in.

Thus, a resident that moved into Park Vista in 2010 is paying 50 percent of what the market rate was in 2010 (plus all annual adjustments thereafter imposed); while a resident that moved in to Park Vista in 2020 is paying 50 percent of what the market rate was in 2020.

In October and November 2020, the Finance Department presented various scenarios to the Board, which included the financial outlook for Park Vista when setting rental rates at 50 percent, 60 percent and 65 percent of market rate, and annual rent increases of 1.5 percent and 2 percent.

### DISCUSSION:

At its November 24<sup>th</sup> meeting, the Board decided to change the rental rate for new



## **Park Vista Rental Rate Increase for New, Incoming Tenants**

**August 17, 2021**

**Page 2 of 2**

incoming tenants from 50 percent to 60 percent market rate. The Board's intent in increasing the rental rate was to maintain reserves, while acknowledging that future expenditures for maintenance costs, insurance, repairs, etc. could quickly deplete those funds. Further, the Board believes that increasing the rental rate for new incoming tenants is fair to existing residents. Although the new rental rate (60 percent of market rate) has been implemented effective July 1<sup>st</sup>, this item is before City Council to affirm the Board's decision to increase the rental rate for new incoming tenants at Park Vista from 50 percent of market rate to 60 percent of market rate.

### **Additional Information**

As City Council may know, the Board has authorization to increase rents by up to two percent or the latest COLA (cost of living adjustment) without City Council approval. In accordance with this authorization, at its November 24th meeting, the Board also decided to increase rental rates by two percent for current tenants, effective February 1, 2021, but rounded down to the next whole dollar. The Board was of the opinion that the rental increase ensures that additional funds are available to offset rising maintenance costs. Since the rent increase for existing tenants is within the amount authorized by City Council, no additional City Council approval is required.

### **CITY STRATEGIC PLAN COMPLIANCE:**

Goal 5: Champion Economic Development and Fiscal Sustainability

Objective 5B: El Segundo approaches its work in a financially strategic and responsible way.

### **PREPARED BY:**

Eduardo Schonborn, AICP, Principal Planner

### **REVIEWED BY:**

Denis Cook, Interim Director, Contractor

### **APPROVED BY:**

Barbara Voss, Deputy City Manager

### **ATTACHED SUPPORTING DOCUMENTS:**

None



## City Council Agenda Statement

Meeting Date: August 17, 2021

Agenda Heading: Consent

Item Number: B.10

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### TITLE:

Use of City Property for the El Segundo Art Walk on Saturday, August 28, 2021

### RECOMMENDATION:

Authorize use of City property as central venue, permit operation of a beer garden on public property, and approve closure of Eucalyptus Drive (Franklin to Grand) for the 2021 El Segundo Art Walk pending City approval of all permits.

### FISCAL IMPACT:

Included in Adopted FY 2021/22 Budget

Amount Budgeted: \$20,000

Additional Appropriation: N/A

Account Number(s): 704-400-0000-6206 (Cultural Development Fund)

### BACKGROUND:

Founded in 2015, the El Segundo Art Walk (ESAW) is an independently organized, self-guided art event. Creative businesses throughout Downtown El Segundo and Smoky Hollow transform their spaces to allow Los Angeles-based artists to showcase their work. Attractions also include food trucks, live music, and beer gardens. The ESAW strives to “improve the local community, inspire culture and create economic opportunities for artists, galleries, and businesses in El Segundo.”

2021 ESAW updates include:

- Over 30 businesses and 50 artists have signed up for the Art Walk on August 28, 2021 from 3-9 PM.
- Attendance is expected to be similar to the 2019 August crowd of 4500.
- ESAW requests to have the same central venue at 314 Main Street. The parking lot would include bathrooms, food trucks, beer garden, art installations, and a small elevated platform for music.
- A new activation is planned as part of the Eucalyptus Drive street closure (between Franklin Avenue and Grand Avenue). The street activation will include

**August 17, 2021**  
**Page 2 of 3**

bathrooms, art installations, food trucks and a beer garden. ESAW plans to rent the City's show mobile (portable stage) for performances by three local bands at the location. Bands include The Hollow Legs, Hoist the Colors, and Barley.

- The City Council allocated \$20,000 from the Cultural Development Fund in the FY 2021/22 Budget to support the 2021 Art Walk.

**DISCUSSION:**

Organizers request use of the same location for the central venue as 2019 – the Fire Department's Parking Lot at Main Street and Grand Avenue (see attached map). This location was selected to maintain optimal visibility to the public, accommodate large numbers of attendees, provide access for the El Segundo Police Department and El Segundo Fire Department, enable easier event setup and breakdown, and minimize the impact on City resources.

Organizers also request closure of Eucalyptus Drive between Franklin Avenue and Grand Avenue (see attached map). The additional activation helps spread out the crowd during the ESAW, encourages people to spend part of the event outdoors, and offers quality local bands to enhance the cultural experience.

The ESAW organization is also requesting permission to serve alcohol at the central venue in a beer garden type setting. El Segundo Municipal Code Section 7-6-8 states that it is unlawful to drink any alcoholic beverage or possess an open container of any alcoholic beverage upon any public street, alley, sidewalk, pathway, parking lot, park, beach, or other public property. ESAW is requesting City Council waive the enforcement of Municipal Code Section 7-6-8 and allow the sale and consumption of beer and wine at their event. The alcohol would be restricted to the location; attendees would not be allowed to leave the area while consuming alcohol. The beer garden would also be regulated according to all applicable ABC License requirements and public health codes.

The use of public property requires the ESAW organization to obtain a Special Event Permit, Amplified Sound Permit, and any other permits deemed necessary by the City to ensure a safe event. Some City staff support services will be required. All reimbursable city expenses and permit fees will be subtracted from the \$20,000 allocation from the City for the 2021 ESAW.

**CITY STRATEGIC PLAN COMPLIANCE:**

Goal 1: Enhance Customer Service, Engagement, and Communication; Embrace

**August 17, 2021**

**Page 3 of 3**

Diversity, Equity, and Inclusion

Objective 1A: El Segundo Provides unparalleled service to internal and external customers.

Objective 1 B: El Segundo's engagement with the community ensures excellence.

Goal 5: Champion Economic Development and Fiscal Sustainability

Objective 5A: El Segundo promotes economic growth and vitality for business and the community.

**PREPARED BY:**

Melissa McCollum, Community Services Director

**REVIEWED BY:**

Melissa McCollum, Community Services Director

**APPROVED BY:**

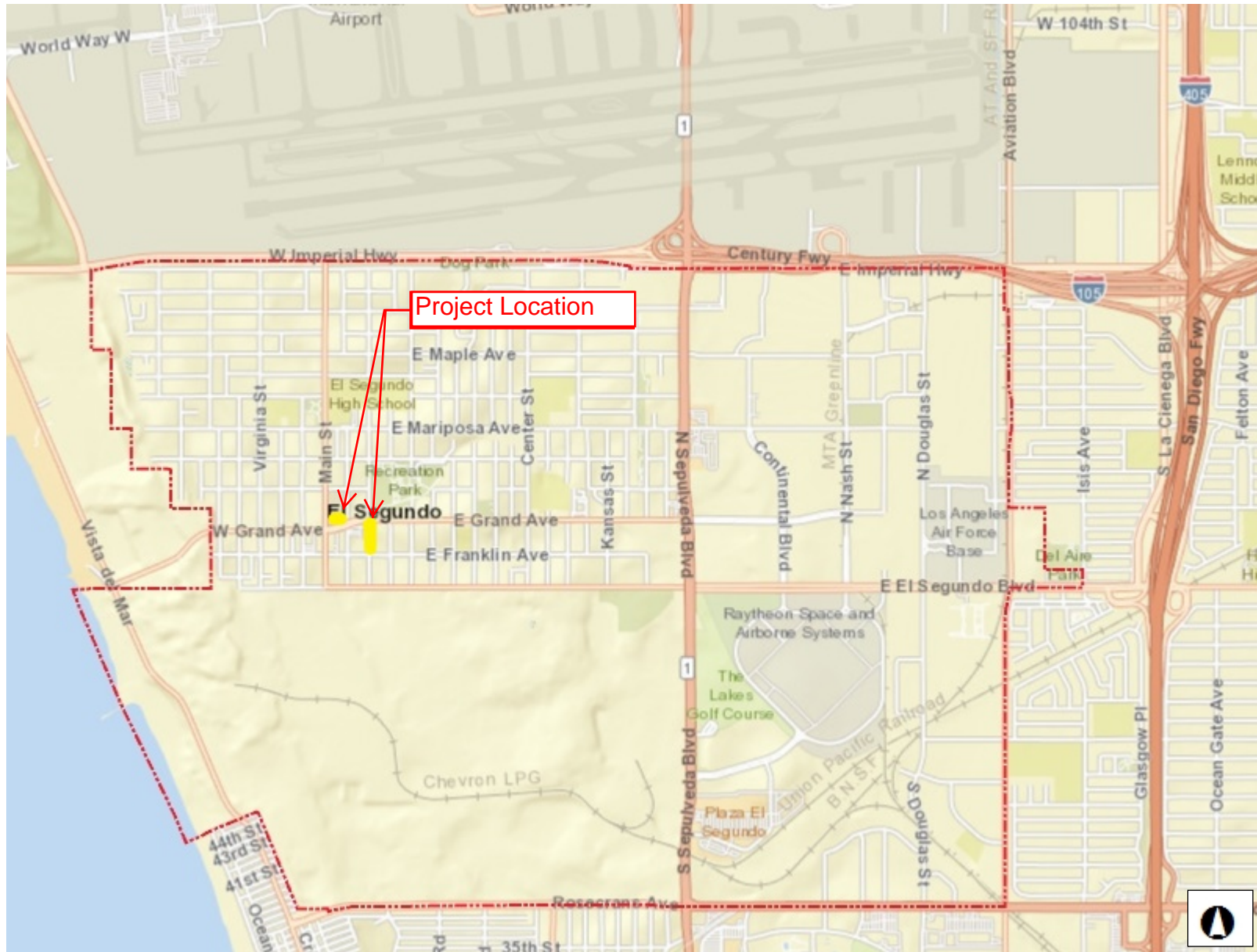
Barbara Voss, Deputy City Manager

**ATTACHED SUPPORTING DOCUMENTS:**

1. El Segundo Art Walk (ESAW) Project Vicinity Map
2. El Segundo Art Walk (ESAW) Project Location Map
3. El Segundo Art Walk (ESAW) Map for City (314 Main Street)
4. El Segundo Art Walk (ESAW) Map for City (Eucalyptus Drive)



# El Segundo Art Walk (ESAW) Project Vicinity Map



6,018.7 0 3,009.33 6,018.7 Feet

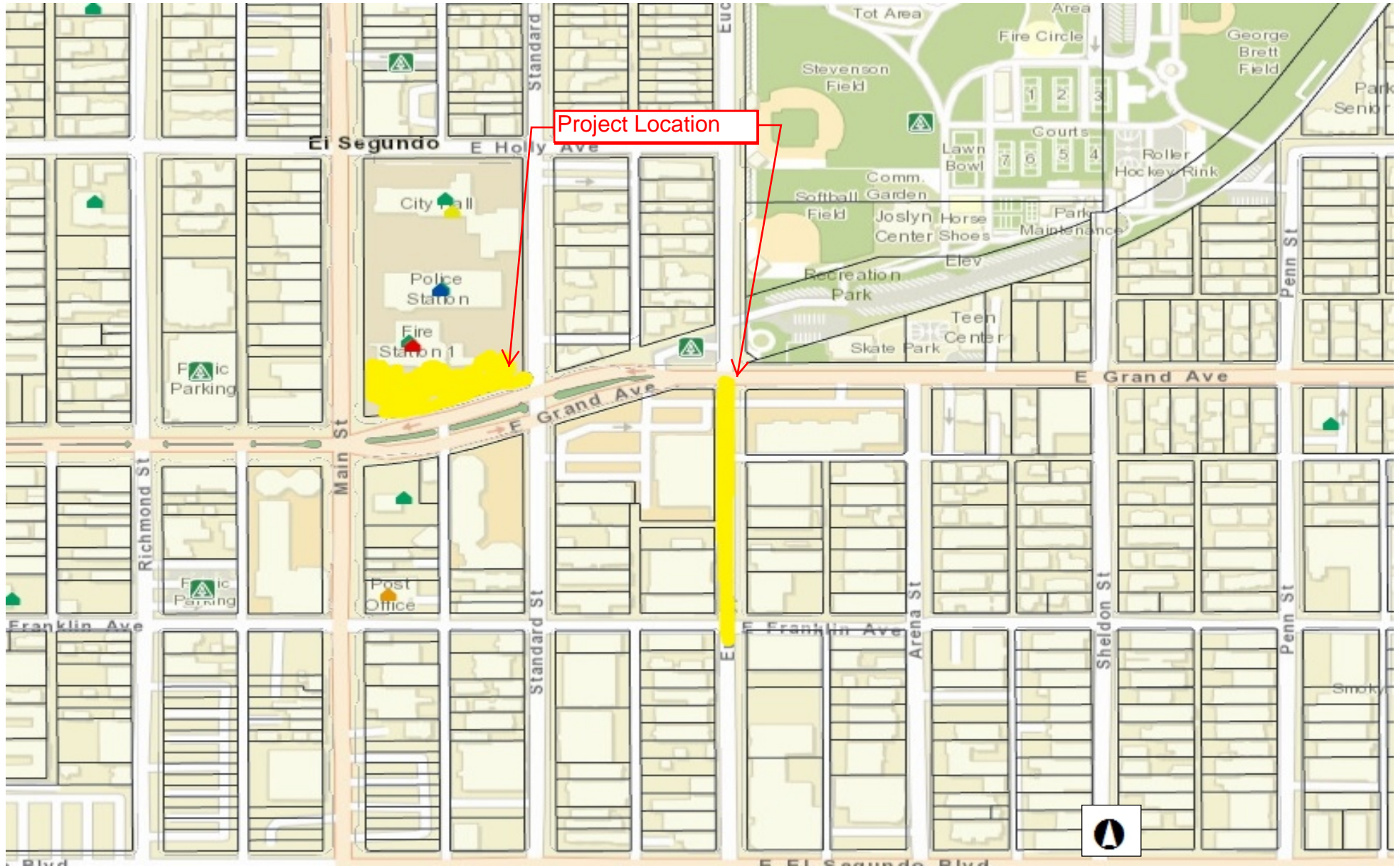
WGS\_1984\_Web\_Mercator\_Auxiliary\_Sphere

DISCLAIMER: The information shown on this map was compiled from different GIS sources. The land base and facility information on this map is for display purposes only and should not be relied upon without independent verification as to its accuracy. The City of El Segundo will not be held responsible for any claims, losses or damages resulting from the use of this map.





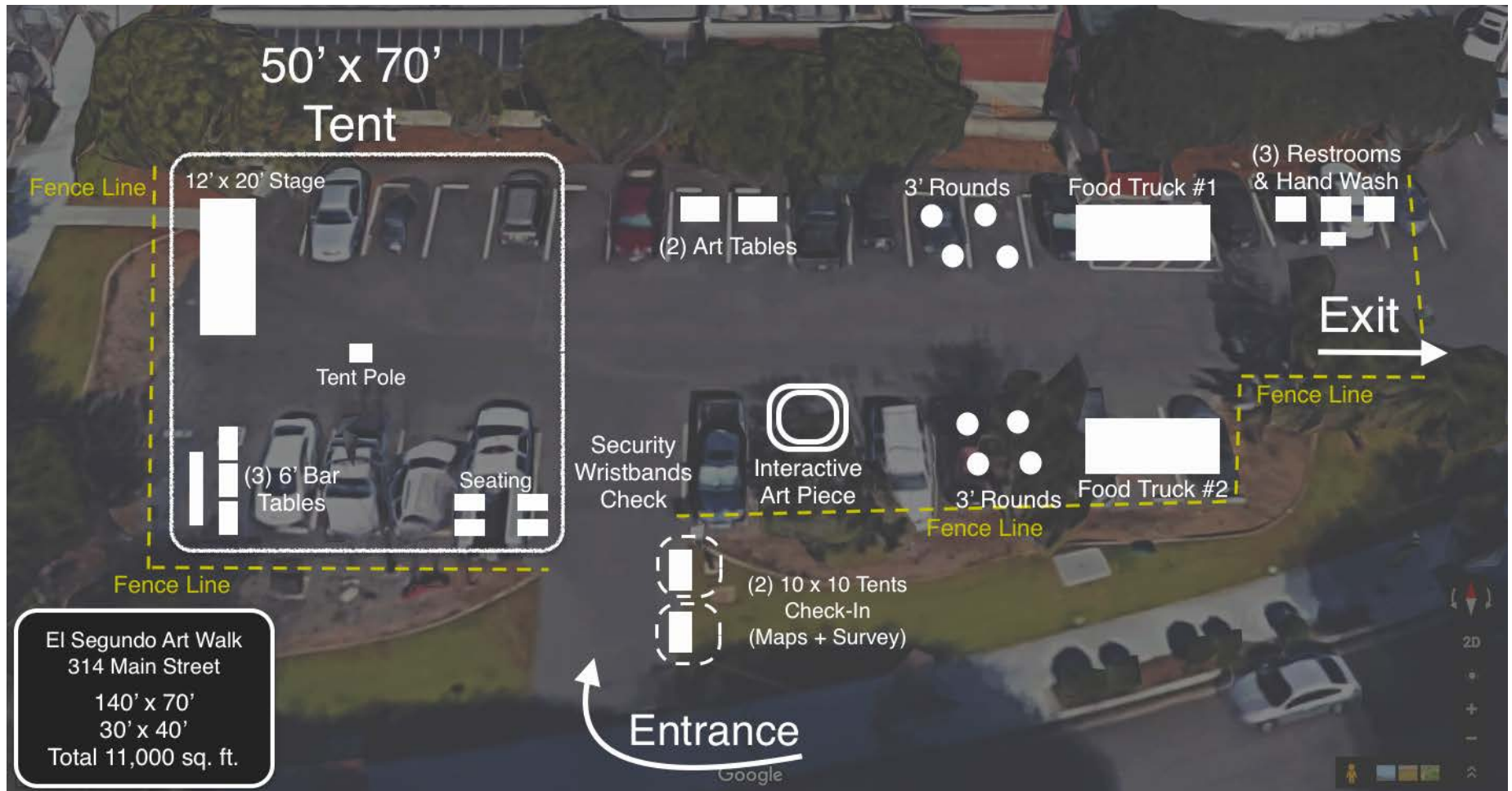
# El Segundo Art Walk (ESAW) Project Location Map



752.3 0 376.17 752.3 Feet

WGS\_1984\_Web\_Mercator\_Auxiliary\_Sphere

DISCLAIMER: The information shown on this map was compiled from different GIS sources. The land base and facility information on this map is for display purposes only and should not be relied upon without independent verification as to its accuracy. The City of El Segundo will not be held responsible for any claims, losses or damages resulting from the use of this map.







**El Segundo Art Walk**  
Street Closure: Eucalyptus Dr  
Mobile Stage: Eucalyptus Dr  
Date: Saturday, August 28th





## City Council Agenda Statement

Meeting Date: August 17, 2021

Agenda Heading: Consent

Item Number: B.11

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### **TITLE:**

Ordinance Repealing Local Campaign Contribution Limits in Favor of State Law Campaign Contribution Limits to be Enforced by the Fair Political Practices Commission (FPPC)

### **RECOMMENDATION:**

Waive second reading and adopt an ordinance repealing the City's campaign contribution limits in favor of state law's campaign contribution limits effective January 1, 2021.

### **FISCAL IMPACT:**

The City is currently responsible for enforcing and prosecuting any violations of the ordinance. If the ordinance is introduced and adopted, there would be no cost for enforcement by the City, and the FPPC would be responsible for enforcing the new state law.

### **BACKGROUND:**

State law imposes campaign contribution limits for elections to state office. Prior to 2021, state law did not impose limits on contributions to candidates for local offices, although cities and counties have the authority to adopt their own contribution limits. The City of El Segundo exercised such authority by adopting campaign contribution limits in 2008. The current local limitation is \$750 per person, calendar year. (ESMC § 1-9-3).

### **DISCUSSION:**

Effective January 1, 2021, AB 571 established default campaign contribution limits for cities and counties that have not adopted their own limits. The default limits will be set at the same level as the limit on contributions from individuals to candidates for Senate and Assembly—no more than \$4,700 per person per election (to be adjusted by the Fair Political Practices Commission (FPPC) in January of each odd-numbered year according to the CPI index).

## **Campaign Contribution Limits**

**August 17, 2021**

**Page 2 of 2**

On June 15, 2021, the City Council introduced the attached ordinance, repealing the City's local campaign contribution limit in favor of the state's new campaign contribution limits. If adopted, the ordinance will take effect 30 days after adoption.

### **CITY STRATEGIC PLAN COMPLIANCE:**

N/A

#### **PREPARED BY:**

Tracy Weaver, City Clerk

#### **REVIEWED BY:**

Mark Hensley, City Attorney

#### **APPROVED BY:**

Barbara Voss, Deputy City Manager

### **ATTACHED SUPPORTING DOCUMENTS:**

1. Proposed Ordinance Repealing Local Campaign Contribution Limits

ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE REPEALING LOCAL CAMPAIGN CONTRIBUTION LIMITS IN FAVOR OF STATE LAW CAMPAIGN CONTRIBUTION LIMITS TO BE ENFORCED BY THE FAIR POLITICAL PRACTICES COMMISSION**

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

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

- A. Before 2021, state law did not impose limits on campaign contributions to candidates for local offices, and cities and counties had the authority to adopt their own contribution limits;
- B. In September 2008, the City Council of the City of El Segundo adopted campaign contribution limits via Ordinance No. 1420; the current local limitation is \$750 per person, calendar year;
- C. Effective January 1, 2021, AB 571 established default campaign contribution limits for cities and counties that have not adopted their own limits; the current limit is no more than \$4,700 per person per election, and the limit will be adjusted by the Fair Political Practices Commission (FPPC) in January of each odd-numbered year according to the Consumer Price Index; and
- D. The City Council desires to repeal the City's local campaign contribution limit in favor of the state's new campaign contribution limits, the latter of which will be enforced by the FPPC.

SECTION 2: *Environmental Assessment.* Adoption of the proposed Ordinance is statutorily exempt from further environmental review under the California Environmental Quality Act (California Public Resources Code §§21000, *et seq.*, "CEQA") and CEQA Guidelines (14 California Code of Regulations §§15000, *et seq.*), because the proposed Ordinance would amend the El Segundo Municipal Code as far as timing of the City's election, and it can be seen with certainty that there is no possibility that the Ordinance will have a significant effect on the environment.

SECTION 3: Section 1-9-3 of ESMC Title 1 (Administration and Personnel), Chapter 9 (Campaign Contributions and Disclosures), is amended as follows:

**~~1-9-3: ANONYMOUS CONTRIBUTIONS PROHIBITED; CONTRIBUTION LIMIT:~~**

~~—A. It is unlawful for any person to make, and any candidate, controlled committee, or committee to solicit or accept, any anonymous contribution in a local election.~~

~~—B. For local elections, it is unlawful for any person to make a contribution to a candidate, controlled committee, or committee that exceeds seven hundred fifty dollars (\$750.00) in a calendar year.~~

SECTION 4. *Validity of Previous Code Sections.* If the entire Ordinance or its application is deemed invalid by a court of competent jurisdiction, any repeal of the ESMC or other regulation by this Ordinance will be rendered void and cause such ESMC provision or other regulation to remain in full force and effect for all purposes.

SECTION 5. *Enforceability.* Repeal or amendment of any previous Code Sections does not affect any penalty, forfeiture, or liability incurred before, or preclude prosecution and imposition of penalties for any violation occurring before this Ordinance's effective date. Any such repealed part will remain in full force and effect for sustaining action or prosecuting violations occurring before the effective date of this Ordinance.

SECTION 6. *Severability.* If any part of this Ordinance or its application is deemed invalid by a court of competent jurisdiction, the City Council intends that such invalidity will not affect the effectiveness of the remaining provision or application and, to this end, the provisions of this Ordinance are severable.

SECTION 7. The City Clerk, or her duly appointed deputy, is directed to certify the passage and adoption of this Ordinance; cause it to be entered into the City of El Segundo's book of original ordinances; make a note of the passage and adoption in the records of this meeting; and, within fifteen (15) days after the passage and adoption of this Ordinance, cause it to be published or posted in accordance with California law.

SECTION 8. *Effective Date.* This Ordinance will become effective on the 31<sup>st</sup> day following its passage and adoption.

PASSED AND ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 2021.

\_\_\_\_\_  
Drew Boyles, Mayor

ATTEST:

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

I, Tracy Weaver, City Clerk of the City of El Segundo, California, do hereby certify that the whole number of members of the City Council of said City is five; that the foregoing Ordinance No. \_\_\_\_ was duly introduced by said City Council at a regular meeting held on the \_\_\_\_ day of \_\_\_\_\_, 2021, and was duly passed and adopted by said City Council, approved and signed by the Mayor, and attested to by the City Clerk, all at a regular meeting of said Council held on the \_\_\_\_ day of \_\_\_\_\_, 2021, and the same was so passed and adopted by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

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Tracy Weaver, City Clerk

APPROVED AS TO FORM:

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Mark D. Hensley, City Attorney



## City Council Agenda Statement

Meeting Date: August 17, 2021

Agenda Heading: Public Hearings

Item Number: C.12

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### TITLE:

Adopt a Resolution Certifying the 2020 Urban Water Management Plan (UWMP)

### RECOMMENDATION:

1. Open the Public Hearing.
2. Receive all written and verbal testimony regarding the 2020 Urban Water Management Plan.
3. Adopt the Resolution approving the quintennial 2020 Urban Water Management Plan.

### FISCAL IMPACT:

None

### BACKGROUND:

The purpose of a Urban Water Management Plan (UWMP) is to assure that a water provider has adequately planned to provide sufficient supplies of water to its users for the foreseeable future and during emergencies. In 1983, the California State Legislature passed AB 797 enacting the Water Code, Division 6, Part 2.6 Urban Water Management Planning Act. The Act required every urban water supplier that provided water to more than 3,000 customers for municipal purposes or that supplied more than 3,000 acre-feet of water annually to initially prepare and adopt an Urban Water Management Plan (UWMP). The act also requires urban water suppliers to update its UWMP every five years for water years that end in five and zero. Senate Bill 7X-7, enacted in 2009 and a required component of AB 797, establishes target reductions in potable water consumption (20% reduction by 2020; evidence of successfully hitting 2020 water use targets explained in the Discussion section). Following the release of the UWMP Guidebook issued by the Department of Water Resources in March 2021, the City of El Segundo entered into a standard professional services agreement with Risk Management Professionals, Inc. for consultant services to prepare its 2020 UWMP update. Please note that the City's consultant coordinated development of the document with the West Basin Municipal Water District (the City's wholesaler) and the

## **2020 UWMP Adoption**

**August 17, 2021**

**Page 2 of 3**

County of Los Angeles. Once completed, a hard copy of the draft UWMP was made available for review at City Hall. A public notice was also advertised in the El Segundo Herald on May 27, 2021 and June 3, 2021 inviting the public to review and comment on the draft UWMP. No comments were received. A copy of the final 2020 UWMP Executive Summary is attached.

### **DISCUSSION:**

The 2020 UWMP documents the current and proposed water management activities performed by the City to provide dependable, adequate, and safe water. The UWMP further identifies proposed projects with a description of resulting water costs, benefits, and suggested implementation schedule. The focus of the UWMP is to:

- Provide a local perspective on current and proposed water conservation programs
- Review current conservation programs and efforts;
- Evaluate potential conservation methods and identify improvements;
- Provide a general framework for the development of mechanisms for coping with short-term and long-term deficiencies in regional and/or local water supplies;
- Serve as a flexible plan that can be updated periodically to reflect changes in regional and local trends, conditions, and conservation policies; and
- Discussion and provision of evidence that the water use reduction goals established by Senate Bill X7-7, which strive to reduce the State water consumption 10% by December 2015 and 20% by 2020, have been met.

Key highlights of the 2020 UWMP are:

- Documenting the City's Water Sources: West Basin Municipal Water District (WBMWD) is the sole supplier of both potable and recycled water to El Segundo.
- Confirming the Reliability of the City's Sources of Water: WBMWD has declared the water supply to the City reliable during normal, single dry, and multiple dry years in the district's UWMP; the City has implemented an effective water conservation program and has a Water Shortage Contingency Plan in place in case of reduced supply or natural emergencies.
- Identifying the City's Water Infrastructure: The City's water system consists of approximately 57.5 miles of main pipelines, two concrete reservoirs and one elevated storage tank serving a 5.5 square mile area.
- Allocating and Summarizing Water Uses: Recycled water use accounts for over half of the total water use in the City; Industrial and commercial sectors account for approximately three quarters of potable water use in the City.
- Documenting the City's efforts to comply with SB X7-7: The City has achieved (exceeded) the 2020 water use target of 411 Gallon per Capita per Day (GPCD).

## **2020 UWMP Adoption**

**August 17, 2021**

**Page 3 of 3**

The City's ultimate goal of reducing potable water consumption 20% by 2020 was based on the average GPCD for baseline years (2001 to 2010), which was calculated to be 513 GPCD. To meet the requirements of Senate Bill 7X-7, the City's 20% ultimate reduction target was 411 GPCD. In water year 2020, the City's average daily water use was 307 (GPCD), well below its ultimate goal of 411 GPCD. Cities who do not meet the water conservation requirements of the bill will not be eligible for state water grants or loans.

The UWMP has now been finalized and is ready for adoption by the City of El Segundo. Therefore, staff recommends that City Council conduct the public hearing and adopt a resolution certifying the 2020 Urban Water Management Plan. Upon adoption, the plan will be submitted to the California Department of Water Resources and will be made available to the public on the City's website.

### **CITY STRATEGIC PLAN COMPLIANCE:**

Goal 2: Support Community Safety and Preparedness

Objective: El Segundo is a safe and prepared city.

Goal 4: Develop and Maintain Quality Infrastructure and Technology

Objective 4A: El Segundo's physical infrastructure supports an appealing, safe and effective community.

### **PREPARED BY:**

James Rice, Associate Engineer

### **REVIEWED BY:**

Elias Sassoon, Public Works Director

### **APPROVED BY:**

Barbara Voss, Deputy City Manager

### **ATTACHED SUPPORTING DOCUMENTS:**

1. Attachment 1 - Resolution to Adopt 2020 UWMP
2. Attachment 2 - 2020 UWMP Executive Summary



**RESOLUTION NO. \_\_**

**A RESOLUTION ADOPTING THE CITY OF EL SEGUNDO'S 2020 URBAN WATER MANAGEMENT PLAN**

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

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

- A. California Water Code sections 10610 to 10656 require water suppliers to prepare an Urban Water Management Plan (UWMP) to promote water demand management and efficient use in their service areas;
- B. The city of El Segundo is the Water Supplier for citizens and businesses of the city of El Segundo and is required to update, adopt, and submit its UWMP to the California Department of Water Resources at least every five (5) years;
- C. The UWMP addresses projected water supply and demand over a twenty (20) years period in five (5) year increments. It identifies and quantifies adequate water supplies, including recycled water, for existing and future demands in normal, dry, and drought years, and also lays out a water conservation program to encourage the efficient use of the City's water resources.

SECTION 2: Pursuant to Water Code sections 10610 to 10656, the City Council adopts the 2020 Urban Water Management Plan. A copy of the Urban Water Management Plan is incorporated by reference into this resolution and is filed with the City Clerk's Office.

SECTION 3: The City Clerk is directed to certify the adoption of this Resolution.

SECTION 4: This Resolution will become effective immediately upon adoption and remain effective unless superseded by a subsequent resolution.

PASSED AND ADOPTED this \_\_\_ day of \_\_\_\_\_, 2021.

\_\_\_\_\_  
Drew Boyles, Mayor

ATTEST:

\_\_\_\_\_  
Tracy Weaver, City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_ for  
Mark D. Hensley  
City Attorney

# ES Executive Summary

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The Urban Water Management Planning Act (Act) requires every urban water supplier providing water for municipal purposes to more than 3,000 customers, or supplying more than 3,000 acre-feet of water annually, to prepare and adopt an Urban Water Management Plan (UWMP). The Act also requires urban water suppliers to update the UWMP in years ending in five and zero, using a 20-year planning horizon. The City of El Segundo (City) has prepared this UWMP in accordance with all requirements set forth in the State of California Water Code Sections 10610 through 10657.

The City is a retail water supplier to both residential and commercial customers. This UWMP describes the water system and includes a description of the water supply sources, historical and projected water use, and a comparison of water supply to water demands during normal, single dry, and multiple dry years. This Plan also addresses the Water Conservation Act of 2009 (SBx7-7) requirements, including the evidence of successfully hitting 2020 water use targets.

## ES.1 SERVICE AREA OVERVIEW

The City is located in the Los Angeles Basin, approximately 1.5 miles south of Los Angeles International Airport (LAX). The area is a semi-arid desert environment receiving less than 14 inches of rainfall annually. The City manages and operates the domestic water system that serves a residential population of approximately 17,000. The residential population of the City is expected to increase marginally over the next 25 years as the residential areas are virtually built-up with no substantial vacant land available for development.

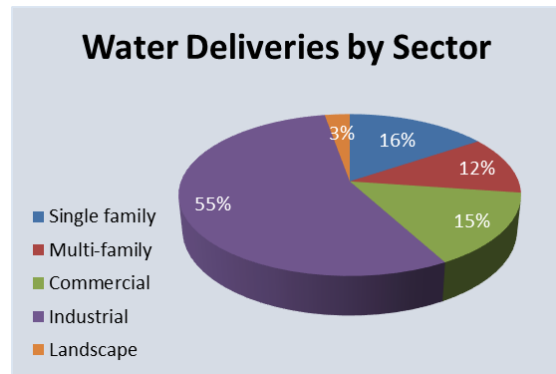
The water system consists of approximately 57.5 miles of main pipelines and serves potable water to a 5.5 square mile area. The City's water system is comprised of one pump station, two storage reservoirs, and one elevated storage tank. There are currently two available water supply sources; imported water from the Colorado River and State Water Project (SWP) (delivered via the West Basin Municipal Water District (WBMWD)) and recycled water for landscaping irrigation and industrial use (also supplied by the WBMWD). In addition, there are four interconnections with three neighboring water agencies; Los Angeles Department of Water and Power (LADWP), City of Manhattan Beach, and California Water Service, that can be activated during emergency situations.

**ES.2 System Water Use**

Key factors that affect City water demands are population dynamics, changes in land use development, industrial growth and reductions in annual rainfall. For the City, population and rainfall have historically exhibited the greatest influence. Usage of water per capita per day ranged primarily between 450 and 600 Gallons per Capita per Day (GPCD) during 2001 to 2010 and has since been trending lower. Consequently, Fiscal Year (FY) 2019 to 2020 had the lowest per capita water use in the past 20 years. Consumption has ranged from a low of 307 GPCD in 2020 to a maximum of 801 GPCD in 2001. The average use per day during the period from 2001 through 2020 was 470 gallons per person.

In FY 2020, the City used 5,489 acre-feet of potable water, as measured by metered sales and estimated distribution system losses. Average water deliveries, are broken down into the following sectors

- Single Family Residential
- Multi-Family Residential
- Commercial
- Institutional/government
- Industrial
- Landscape Irrigation
- Other (fire, estimated distribution system losses)



**Table ES.1: Demands for Potable Water - 2020 Actual**

Water Use Sectors	Additional Description	Level of Treatment When Delivered	Volume
Single Family	-	Drinking Water	853
Multi-Family	-	Drinking Water	636
Commercial	-	Drinking Water	808
Industrial	-	Drinking Water	3016
Landscape	-	Drinking Water	152

Water Use Sectors	Additional Description	Level of Treatment When Delivered	Volume
Losses	Distribution System Losses (estimated using AWWA Water Loss Audit Worksheet)	Drinking Water	20
Other	Firefighting	Drinking Water	4
<b>TOTAL</b>			5,489

Note: Units in acre-feet per year

Note: Water losses for 2020 were still under development at the time of this report. FY 2019 volumes were assumed for the planning purposes. However, water losses have consistently reduced each FY for the past four years. It is likely water losses are less than the estimate utilized for this table.

### ES.3 SB X7-7

In order to determine the twenty percent per capita water use reduction by the year 2020 required by SBx7-7, the City utilized the California Department of Water Resources (DWR) methods to determine the baseline, interim, and water use target values. The City is part of the WBMWD that has formed a regional alliance and has thus determined its baseline and target values both individually and as part of the alliance. The individually calculated baseline for the City is 513 GPCD, the interim target in 2015 was 462 GPCD, and the target for 2020 compliance was 411 GPCD. The actual 2015 GPCD is 427. Therefore, the City has successfully met the 2015 interim goal and will continue to implement water conservation measures in order to meet the 2020 target goal.

**Table ES.2: Baselines and Targets Summary**

Baseline Period	Start Year	End Year	Average Baseline GPCD*	2015 Interim Target *	Confirmed 2020 Target*
10-15 year	2001	2010	513	462	411
5 Year	2006	2010	492		

Note: All values are in Gallons per Capita per Day (GPCD)

**Table ES.3: 2020 Compliance - Optional Adjustments to 2015 GPCD**

Actual 2020 GPCD*	2015 Interim Target GPCD*	Extraordinary Events*	Economic Adjustment*	Weather Normalization*	TOTAL Adjustments*	Adjusted 2020 GPCD*	2020 Confirmed Target GPCD	Did Supplier Achieve Targeted Reduction for 2020? Y/N
307	462	0	0	0	0	307	411	Yes

Note: All values are in Gallons per Capita per Day (GPCD)  
 Note: Values were determined utilizing the Methodology 8 document  
 Note: Corresponds to SB X7-7 Compliance Form, Table 9.

### ES.4 Water Supply Systems

The City utilizes both potable and recycled water. The City is 100% dependent on imported water purchased from WBMWD for its potable water supply and does not anticipate using groundwater as a source of potable water. In addition to distributing potable water, the City is part of WBMWD’s recycled water system. The recycled water is used for industrial applications and irrigation.

Due to the slow rising population and the per capita demand reduction required by SBx7-7, projected water supplies needs are expected to decrease from 2015 to 2035. The total projected potable and recycled water supplies available to the City through WBMWD are shown in Table ES-4.

**Table ES.4: Water Supplies - Current and Projected**

Water Supply Sources	2020	2025	2030	2035	2040
West Basin Municipal Water District	5,489	5,458	5,411	5,381	5,349
Recycled Water	8,974	8,112	7,332	6,628	5,991
<b>Total</b>	<b>14,463</b>	<b>13,570</b>	<b>12,743</b>	<b>12,009</b>	<b>11,340</b>

Note: Values were obtained from the West Basin Municipal Water District Water Use Report - Fiscal Year 2014-2015.  
 Note: Units in acre-feet per year

### ES.5 WATER SUPPLY RELIABILITY

All potable and recycled water supplies are provided through the WBMWD, which is supplied through the Metropolitan Water District of Southern California (MWD) from the Colorado River and the SWP. Since the supply is not directly obtained by the City, the determination of reliability is largely determined by WBMWD and MWD analyses to provide a consistent water supply to the City during normal, single dry, and multiple dry years. Both WBMWD and MWD have declared the water supply reliable on both district’s 2020 UWMPs.

**Table ES.5: Supply and Demand Comparison — Normal Year**

	2025	2030	2035	2040
<b>Supply Totals</b>	13,570	12,743	12,009	11,340
<b>Demand Totals</b>	13,570	12,743	12,009	11,340
<b>Difference</b>	0	0	0	013

Notes: Units are in acre-feet per year

**Table ES.6: Supply and Demand Comparison — Single Dry Year**

	2025	2030	2035	2040
<b>Supply Totals</b>	12,484	11,724	11,048	10,433
<b>Demand Totals</b>	14,113	13,253	12,489	11,794
<b>Difference</b>	-1,628	-1,529	-1,441	-1,361

Notes: Units are in acre-feet per year

Note: As stated above, the difference represents required additional water purchases from WBMWD rather than an inability to meet water demands.

Note: This table does not account for water use reduction measures.

**Table ES.7: Supply and Demand Comparison — Multiple Dry-Year Events**

		2025	2030	2035	2040
<b>Multiple-dry year first year supply</b>	<b>Supply Totals</b>	12,484	11,724	11,048	10,433
	<b>Demand Totals</b>	14,113	13,253	12,489	11,794
	<b>Difference</b>	-1,628	-1,529	-1,441	-1,361
<b>Multiple-dry year second year supply</b>	<b>Supply Totals</b>	13,706	12,870	12,129	11,453
	<b>Demand Totals</b>	14,677	13,783	12,989	12,265
	<b>Difference</b>	-972	-912	-860	-812
<b>Multiple-dry year third year supply</b>	<b>Supply Totals</b>	12,484	11,724	11,048	10,433
	<b>Demand Totals</b>	14,113	13,253	12,489	11,794
	<b>Difference</b>	-1,628	-1,529	-1,441	-1,361
<b>Multiple-dry year fourth year supply</b>	<b>Supply Totals</b>	11,127	10,449	9,847	9,299
	<b>Demand Totals</b>	14,677	13,783	12,989	12,265
	<b>Difference</b>	-3,550	-3,334	-3,142	-2,967
<b>Multiple-dry year fifth year supply</b>	<b>Supply Totals</b>	10,585	9,940	9,367	8,845
	<b>Demand Totals</b>	15,264	14,334	13,508	12,756
	<b>Difference</b>	-4,680	-4,395	-4,141	-3,911

Notes: Units are in acre-feet per year

Note: As stated above, the difference represents required additional water purchases from WBMWD rather than an inability to meet water demands.

Note: This table does not account for water use reduction measures.

It should be noted these models do not take into account water reduction measures, improvements in water-use efficiencies, or limitations to increases in water demands based on reduced population growth. Additionally, negative differences in water supply are not intended to implicate that the City will not be able to provide sufficient water. Rather, these negative differences represent potential increases in purchased water which West Basin has declared it

will be able to meet in the event of a water shortage scenario. This plan assumes that City will be able to meet water demands for any hydrology scenario over the next twenty years.

### ES.6 Water Shortage Contingency Planning

With population growth, energy shortages, earthquakes, and the threat of terrorism experienced by California; maintaining the gentle balance between water supply and demand is a complicated task that requires planning and forethought. In the event that a water shortage occurs, simple measures can be implemented to conserve the water supply at a public level. Below, stages are discussed during which various conservation measures will be imposed by the City of El Segundo, beginning with voluntary conservation, and leading to various stages of mandatory compliance in the event that the water supply experiences shortages of up to a 50 percent reduction in the water supply. Implementation of the stages detailed below will occur on an emergency basis.

**Table ES6: Stages of Water Shortage Contingency Planning**

Stage	Percent Supply Reduction	Water Supply Condition
Mandatory Water Conservation	0%	Applies at all times to prevent water waste and unnecessary water use
Stage 1: Water Watch	0%-10%	Applies during periods when the possibility exists that the City will not be able to meet all customer water demands
Stage 2: Water Alert	11%-20%	Applies during periods when the probability exists that the City will not be able to meet all customer water demands
Stage 3: Water Warning	21%-30%	Applies during periods when the City will not be able to meet all customer water demands
Stage 4: Water Emergency	31%-40%	Applies when a major failure of any supply or distribution facility, whether temporary or permanent, occurs in the water distribution system of the State Water Project (SWP), Metropolitan Water District of Southern California (MWD), or West Basin Municipal Water District, or City facilities (WBMWD)

Stage	Percent Supply Reduction	Water Supply Condition
Stage 5 Water Emergency Stage II	41%-50%	TBD
Stage 6 Catastrophic Water Emergency	+50%	TBD

**ES.7 DEMAND MANAGEMENT MEASURES**

The City works with the WBMWD to implement water conservation techniques to reduce the total demand of water throughout the City and WBMWD. Together, the City and WBMWD implement the seven required Demand Management Measures (DMMs) within the City. WBMWD is a signatory on the California Urban Water Conservation Council (CUWCC) Memorandum of Understanding (MOU) regarding urban water conservation in California. CUWCC represents a diverse group of water supply agencies dedicated to establishing Best Management Practice (BMP) guidelines toward implementing conservation measures and managing supply demands. The following table summarizes correlation between the BMPs/DMMs. DMM 7 for other DMMs provided by the City, is not included on the table as it is universally applicable.



Table ES.8: CUWCC BMP Organization and Names and UWMP DMMs

Category	BMP #	BMP Name	DMM #	DMM Name
BMP 1: Utility Operations	1.1	Operations Practices	5	Programs to Assess and Manage Distribution System Real Loss
	1.2	Water Loss Control	1	Water Waste Prevention Ordinances
	1.3	Metering with Commodity Rates	2	Metering
	1.4	Retail Conservation Pricing	3	Conservation Pricing
BMP 2: Public Education and School Education	2	Public Education and School Education	4	Public Education and Outreach
			6	Water Conservation Program Coordination and Staffing Support
BMP 3: Residential Programs	3	Residential Programs	3	Conservation Pricing
			4	Public Education and Outreach
			6	Water Conservation Program Coordination and Staffing Support
BMP 4: Commercial, Industrial, and Institutional	4	Commercial, Industrial, and Institutional	3	Conservation Pricing
			4	Public Education and Outreach
			6	Water Conservation Program Coordination and Staffing Support
BMP 5: Landscape	5	Landscape	3	Conservation Pricing
			6	Water Conservation Program Coordination and Staffing Support

## ES.8 PLAN ADOPTION

The plan was adopted by the City Council on MONTH #, 2021 as prepared. A copy of the adoption resolution is provided in Appendix B.

The City will implement the strategies set forth in the plan immediately upon adoption by the City Council, which includes the following to reduce water demands in accordance with SBx7-7:

- Enhance public awareness regarding water conservation requirements and efforts that can be easily implemented to conserve water.
- Continue to promote and expand the water conservation programs currently in place, including the fourteen Demand Management Measures outline in Section 6.0 of this Plan.
- Reduce the number of illegal connections that withdraw water from the City's distribution system and contribute to the system losses.

The City will submit copies of its 2020 UWMP to the following agencies within 30 days after adoption:

- DWR
- The California State Library
- The City

Additionally, any amendments or changes to the plan will be submitted to the above agencies within 30 days after adoption.

The City will provide an electronic version of the final 2020 UWMP on its website for public review within 30 days of filing the plan with DWR. Additionally, a hard copy will be available for review at the City Hall building, located at 350 Main Street, El Segundo, California 90245.



## City Council Agenda Statement

Meeting Date: August 17, 2021

Agenda Heading: Staff Presentations

Item Number: D.13

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### **TITLE:**

Covid-19 Update and Ratify City Manager's Amendment to Administrative Order No. 1 dated June 29, 2021

### **RECOMMENDATION:**

1. Receive and file Covid-19 Update.
2. Ratify Amendment to Administrative Order No. 1 addressing extended temporary encroachment permits for restaurants and retail food facilities conducting outdoor dining service within the public right-of-way to September 30, 2021.

### **FISCAL IMPACT:**

None

### **BACKGROUND:**

When a local or state emergency is declared, the City's municipal code provides for the carrying out of plans for the protection of persons and property within the city. In such an emergency, the City Manager serves as the Director of Emergency Services ("Director"). The Director is empowered to, make and issue rules and regulations on matters reasonably related to the protection of life and property, and to acquire equipment, materials, supplies and services without following the City's standard purchasing procedures. However, such rules and regulations must be confirmed at the earliest practicable time by the city council. (ESMC §§ 2-2-5).

### **DISCUSSION:**

On January 29, 2021, the City Manager issued Amended and Restated Administrative Order No. 1, which allowed restaurants and retail food facilities conducting outdoor dining service within the public right-of-way to apply for and be issued a temporary encroachment permit. Under that order, the permits were to automatically expire on June 30, 2021. On June 29, 2021, the City Manager issued an amendment to that

**Covid-19 Update and Ratify City Manager's Amendment to Administrative Order No. 1**

**August 17, 2021**

**Page 2 of 2**

order, extending the expiration date of the previously-issued encroachment permits to September 30, 2021. The amendment also repealed a requirement that any persons in the common area of the Park Vista Senior Housing Facility must wear a face covering or mask.

The Director requests the City Council ratify the amendment.

**CITY STRATEGIC PLAN COMPLIANCE:**

Goal 2: Support Community Safety and Preparedness

Objective: El Segundo is a safe and prepared city.

**PREPARED BY:**

Tracy Weaver, City Clerk

**REVIEWED BY:**

Mark Hensley, City Attorney

**APPROVED BY:**

Barbara Voss, Deputy City Manager

**ATTACHED SUPPORTING DOCUMENTS:**

1. SM\_AmendmentOrder\_June292021



# City of El Segundo

## Office of the City Manager

### AMENDMENT TO ADMINISTRATIVE ORDER NO. 1 TO ADDRESS COVID-19

#### Elected Officials

*Drew Boyles,*  
*Mayor*

*Chris Pimentel,*  
*Mayor Pro Tem*

*Carol Pirsztuk,*  
*Councilmember*

*Scot Nicol,*  
*Councilmember*

*Lance Giroux,*  
*Councilmember*

*Tracy Weaver,*  
*City Clerk*

*Matthew Robinson,*  
*City Treasurer*

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#### Appointed Officials

*Scott Mitnick,*  
*City Manager*

*Mark D. Hensley,*  
*City Attorney*

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#### Department Directors

*Barbara Voss,*  
*Deputy City Manager*

*Joseph Lillio,*  
*Chief Financial Officer*

*Melissa McCollum,*  
*Community Services Director*

*Denis Cook,*  
*Development Services Director*  
*(Interim)*

*Chris Donovan,*  
*Fire Chief*

*Rebecca Redyk,*  
*Human Resources Director*

*Charles Mallory,*  
*IT Director*

*Bill Whalen,*  
*Police Chief*

*Elias Sassoon,*  
*Public Works Director*

By virtue of authority vested in me as the City Manager of the City of El Segundo pursuant to the provisions of the El Segundo Municipal Code, Section 2-2-5, to promulgate, issue, and enforce rules, regulations, orders, and directives, the January 29, 2021 Amended and Restated Administrative Order No. 1 to Address COVID-19 is hereby amended in the following particulars:

1. Paragraph 3 is amended to provide that temporary encroachment permits issued by the Public Works Director or designee for restaurants and retail food facilities conducting outdoor dining service within the public right-of-way may remain effective through September 30, 2021.
2. Paragraph 10 is deleted in its entirety.

---

Scott Mitnick  
City Manager/Director of Emergency Services  
City of El Segundo

Date: June 29, 2021



## City Council Agenda Statement

Meeting Date: August 17, 2021

Agenda Heading: Staff Presentations

Item Number: D.14

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### **TITLE:**

Conversion of Two-way Stop Signs to Four-way Stop Signs at the Intersection of Hillcrest Street at West Pine Avenue

### **RECOMMENDATION:**

Consider a request to convert two-way stop signs to four-way stop signs at the intersection of Hillcrest Street and West Pine Avenue.

### **FISCAL IMPACT:**

Installation of four-way stop signs at this intersection is estimated to cost \$500. This cost can be absorbed via City's adopted FY 2021-2022 Annual Budget.

### **BACKGROUND:**

A Councilmember has requested City Council consideration to convert the existing two-way stop signs to four-way stop signs at the intersection of Hillcrest Street and West Pine Avenue. Currently, the intersection is a two-way stop-controlled intersection, with stop signs at West Pine Avenue. Please see Attachments 1, 2, and 3 for vicinity, location, and aerial maps.

The installation of four-way stop signs is referred to the Traffic Committee, which consists of Public Works and Police Department staff. The Traffic Committee determines if a warrant study should be performed in accordance with the California Manual on Uniform Traffic Control Devices (MUTCD). A warrant is a condition that an intersection must meet to justify installation of four-way stop signs. In summary, the warrant considerations for four-way stop signs consist of:

1. Site accident history
2. Roadway user volume
3. Sight visibility
4. Types of streets

Subsequently, if a warrant is met, installation of four-way stop signs may be satisfied.

## **Installation of four-way Stop Signs at the intersection of Hillcrest St. at W. Pine Ave.**

**August 17, 2021**

**Page 2 of 3**

In accordance with MUTCD, four-way stop signs cannot and should not be installed as a traffic calming device to slow down traffic. Installation of stop signs does not guarantee reduced vehicle speeds or safer driving conditions. A four-way stop should be installed when certain conditions are met with regard to accident history, types of collisions, traffic and roadway user volumes, sight visibility, and types of streets. Please see attachment 4 for California MUTCD Section 2B.07 for more guidance. Improper or unwarranted installation of four-way stop signs at any intersection may have an adverse impact on the traffic operation of that intersection and potentially present unsafe conditions, liability, and financial exposure for the City. Consequently, staff recommends not installing a four-way stop sign at intersections where the warrants are not met in accordance with MUTCD.

### **DISCUSSION:**

The intersection of Hillcrest Street and West Pine Avenue was analyzed in the field by Public Works and Police Department Staff. Subsequently, the Traffic Committee met and determined that a four-way stop at this intersection does not meet the warrant analysis due to very light traffic volumes, adequate sight visibility, and lack of accident history at this intersection.

### **CONCLUSION**

Based on the analysis conducted for this request, staff recommends not to convert the two-way stop signs at this location to four-way stop signs since the current two-way stop signs meet the MUTCD requirements. Alternatively, it is City Council's prerogative to discuss further and direct staff to have the warrant analysis performed for converting these two-way stop signs to four-way stop signs.

### **CITY STRATEGIC PLAN COMPLIANCE:**

Goal 1: Enhance Customer Service, Engagement, and Communication; Embrace Diversity, Equity, and Inclusion

Objective 1A: El Segundo Provides unparalleled service to internal and external customers.

Goal 4: Develop and Maintain Quality Infrastructure and Technology

Objective 4A: El Segundo's physical infrastructure supports an appealing, safe and effective community.

### **PREPARED BY:**

Lifan Xu, City Engineer

### **REVIEWED BY:**

Elias Sassoon, Public Works Director

**Installation of four-way Stop Signs at the intersection of Hillcrest St. at W. Pine Ave.**

**August 17, 2021**

**Page 3 of 3**

**APPROVED BY:**

Barbara Voss, Deputy City Manager

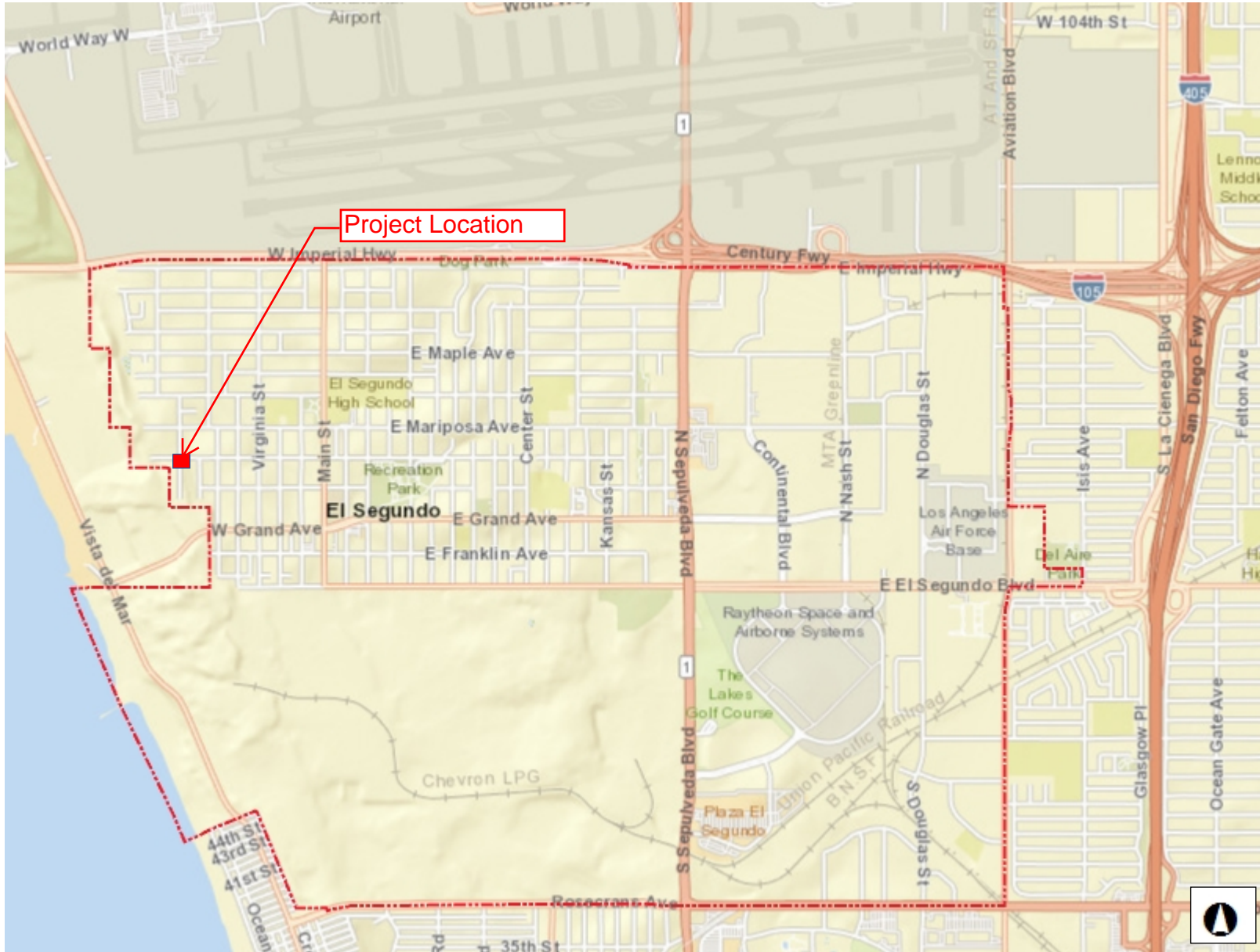
**ATTACHED SUPPORTING DOCUMENTS:**

1. Attachment 1, Hillcrest St. and Pine Ave. Vicinity Map
2. Attachment 2, Hillcrest St. and Pine Ave. Project Location Map
3. Attachment 3, Hillcrest St. and Pine Ave. Aerial Map
4. Attachment 4, California MUTCD, section # 2B .07





# Attachment 1: Hillcrest St. and Pine Ave. Stop Signs Vicinity Map



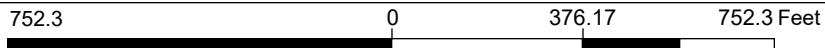
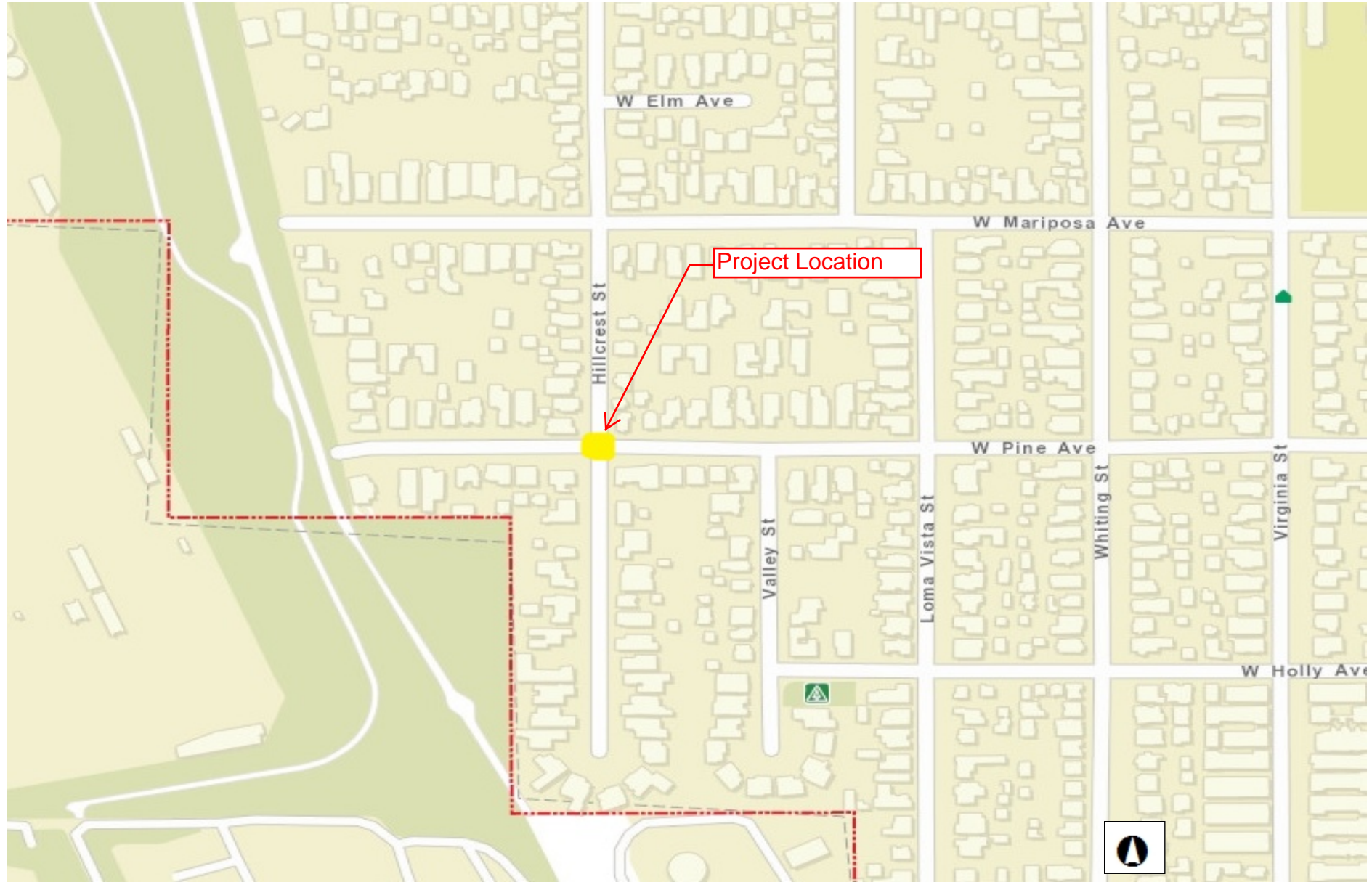
6,018.7 0 3,009.33 6,018.7 Feet

WGS\_1984\_Web\_Mercator\_Auxiliary\_Sphere

DISCLAIMER: The information shown on this map was compiled from different GIS sources. The land base and facility information on this map is for display purposes only and should not be relied upon without independent verification as to its accuracy. The City of El Segundo will not be held responsible for any claims, losses or damages resulting from the use of this map.



# Hillcrest St. and Pine Ave. Project Location Map

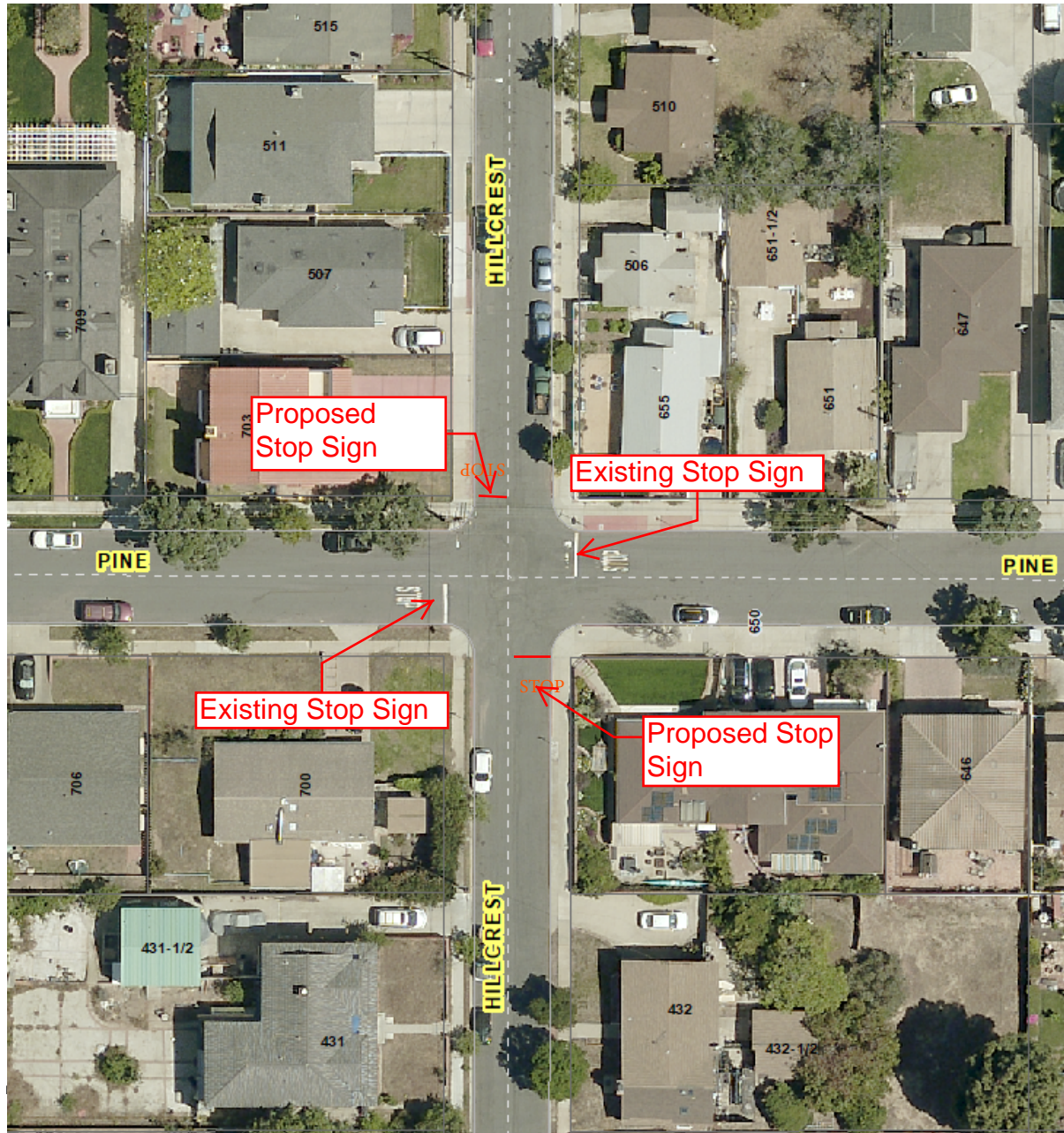


WGS\_1984\_Web\_Mercator\_Auxiliary\_Sphere

DISCLAIMER: The information shown on this map was compiled from different GIS sources. The land base and facility information on this map is for display purposes only and should not be relied upon without independent verification as to its accuracy. The City of El Segundo will not be held responsible for any claims, losses or damages resulting from the use of this map.



# Attachment 3: Hillcrest St. and Pine Ave. Stop Signs Aerial Map



# California Manual on Uniform Traffic Control Devices

FHWA's MUTCD 2009 Edition, including Revisions 1 & 2 as amended for use in California.

## Attachment 4: California MUTCD Section #2B.07

### 2014 Edition

Revision 6 (March 30, 2021)

State of California  
California State Transportation Agency  
Department of Transportation





Support:

<sup>17</sup> Caltrans will grant such permission only when an investigation indicates that the STOP (R1-1) sign will benefit traffic.

**Section 2B.06 STOP Sign Applications**

Guidance:

<sup>01</sup> At intersections where a full stop is not necessary at all times, consideration should first be given to using less restrictive measures such as YIELD signs (see Sections 2B.08 and 2B.09).

<sup>02</sup> The use of STOP signs on the minor-street approaches should be considered if engineering judgment indicates that a stop is always required because of one or more of the following conditions:

- A. The vehicular traffic volumes on the through street or highway exceed 6,000 vehicles per day;
- B. A restricted view exists that requires road users to stop in order to adequately observe conflicting traffic on the through street or highway; and/or
- C. Crash records indicate that three or more crashes that are susceptible to correction by the installation of a STOP sign have been reported within a 12-month period, or that five or more such crashes have been reported within a 2-year period. Such crashes include right-angle collisions involving road users on the minor-street approach failing to yield the right-of-way to traffic on the through street or highway.

Support:

<sup>03</sup> The use of STOP signs at grade crossings is described in Sections 8B.04 and 8B.05.

**Section 2B.07 Multi-Way Stop Applications**

Support:

<sup>01</sup> Multi-way stop control can be useful as a safety measure at intersections if certain traffic conditions exist. Safety concerns associated with multi-way stops include pedestrians, bicyclists, and all road users expecting other road users to stop. Multi-way stop control is used where the volume of traffic on the intersecting roads is approximately equal.

<sup>02</sup> The restrictions on the use of STOP signs described in Section 2B.04 also apply to multi-way stop applications.

Guidance:

<sup>03</sup> The decision to install multi-way stop control should be based on an engineering study.

<sup>04</sup> The following criteria should be considered in the engineering study for a multi-way STOP sign installation:

- A. Where traffic control signals are justified, the multi-way stop is an interim measure that can be installed quickly to control traffic while arrangements are being made for the installation of the traffic control signal.
- B. Five or more reported crashes in a 12-month period that are susceptible to correction by a multi-way stop installation. Such crashes include right-turn and left-turn collisions as well as right-angle collisions.
- C. Minimum volumes:
  - 1. The vehicular volume entering the intersection from the major street approaches (total of both approaches) averages at least 300 vehicles per hour for any 8 hours of an average day; and
  - 2. The combined vehicular, pedestrian, and bicycle volume entering the intersection from the minor street approaches (total of both approaches) averages at least 200 units per hour for the same 8 hours, with an average delay to minor-street vehicular traffic of at least 30 seconds per vehicle during the highest hour; but
  - 3. If the 85<sup>th</sup>-percentile approach speed of the major-street traffic exceeds 40 mph, the minimum vehicular volume warrants are 70 percent of the values provided in Items 1 and 2.
- D. Where no single criterion is satisfied, but where Criteria B, C.1, and C.2 are all satisfied to 80 percent of the minimum values. Criterion C.3 is excluded from this condition.

Option:

<sup>05</sup> Other criteria that may be considered in an engineering study include:

- A. The need to control left-turn conflicts;
- B. The need to control vehicle/pedestrian conflicts near locations that generate high pedestrian volumes;
- C. Locations where a road user, after stopping, cannot see conflicting traffic and is not able to negotiate the intersection unless conflicting cross traffic is also required to stop; and

- D. An intersection of two residential neighborhood collector (through) streets of similar design and operating characteristics where multi-way stop control would improve traffic operational characteristics of the intersection.

### **Section 2B.08 YIELD Sign (R1-2)**

**Standard:**

**01 The YIELD (R1-2) sign (see Figure 2B-1) shall be a downward-pointing equilateral triangle with a wide red border and the legend YIELD in red on a white background.**

**Support:**

**02 The YIELD sign assigns right-of-way to traffic on certain approaches to an intersection. Vehicles controlled by a YIELD sign need to slow down to a speed that is reasonable for the existing conditions or stop when necessary to avoid interfering with conflicting traffic.**

### **Section 2B.09 YIELD Sign Applications**

**Option:**

**01 YIELD signs may be installed:**

- A. On the approaches to a through street or highway where conditions are such that a full stop is not always required.
- B. At the second crossroad of a divided highway, where the median width at the intersection is 30 feet or greater. In this case, a STOP or YIELD sign may be installed at the entrance to the first roadway of a divided highway, and a YIELD sign may be installed at the entrance to the second roadway.
- C. For a channelized turn lane that is separated from the adjacent travel lanes by an island, even if the adjacent lanes at the intersection are controlled by a highway traffic control signal or by a STOP sign.
- D. At an intersection where a special problem exists and where engineering judgment indicates the problem to be susceptible to correction by the use of the YIELD sign.
- E. Facing the entering roadway for a merge-type movement if engineering judgment indicates that control is needed because acceleration geometry and/or sight distance is not adequate for merging traffic operation.

**Standard:**

**02 A YIELD (R1-2) sign shall be used to assign right-of-way at the entrance to a roundabout. YIELD signs at roundabouts shall be used to control the approach roadways and shall not be used to control the circulatory roadway.**

**03 Other than for all of the approaches to a roundabout, YIELD signs shall not be placed on all of the approaches to an intersection.**

### **Section 2B.10 STOP Sign or YIELD Sign Placement**

**Standard:**

**01 The STOP or YIELD sign shall be installed on the near side of the intersection on the right-hand side of the approach to which it applies. When the STOP or YIELD sign is installed at this required location and the sign visibility is restricted, a Stop Ahead sign (see Section 2C.36) shall be installed in advance of the STOP sign or a Yield Ahead sign (see Section 2C.36) shall be installed in advance of the YIELD sign.**

**02 The STOP or YIELD sign shall be located as close as practical to the intersection it regulates, while optimizing its visibility to the road user it is intended to regulate.**

**02a YIELD signs shall not be erected upon the approaches to more than one of the intersecting streets. Refer to CVC 21356.**

**03 STOP signs and YIELD signs shall not be mounted on the same post.**

**04 No items other than inventory stickers, sign installation dates, and bar codes shall be affixed to the fronts of STOP or YIELD signs, and the placement of these items shall be in the border of the sign.**

**05 No items other than official traffic control signs, inventory stickers, sign installation dates, anti-vandalism stickers, and bar codes shall be mounted on the backs of STOP or YIELD signs.**

**06 No items other than retroreflective strips (see Section 2A.21) or official traffic control signs shall be mounted on the fronts or backs of STOP or YIELD signs supports.**



## City Council Agenda Statement

**Meeting Date:** August 17, 2021

**Agenda Heading:** Committees, Commissions and Boards  
Presentations

**Item Number:** E.15

---

### **TITLE:**

Conclusion of the City's Technology Committee

### **RECOMMENDATION:**

Approve the conclusion of the Technology Committee

### **FISCAL IMPACT:**

None

### **BACKGROUND:**

The Technology Committee was established in July 2016 as an advisory group to assist City staff create a technology strategy and prioritize projects consistent with industry standards. An additional objective was to assess and improve the functionality of current systems and services for the public and City staff. The Technology Committee was comprised of City residents and business members of El Segundo with knowledge and experience in technology and associated best practices. There were also two City Council members who were appointed as liaisons to the Committee. The members met monthly to discuss Committee business in addition to the creation of sub-committee workgroups.

### **DISCUSSION:**

The Technology Committee has played an essential role in establishing the creation of a new Information Technology Services Department strategic plan and operating guidelines. The Committee worked within the City Attorney established Bylaws that defined and governed the way it operated.

The Committee established and approved the City's first Technology and Software Selection Process (TSSP), which includes Request for Proposal (RFP) templates for soliciting equipment and services from outside vendors and strategic partners. The

**August 17, 2021**

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Committee also co-designed and approved the Project Management Office (PMO) methodology and reporting process. The PMO was formed and included the creation of the Project Charter(s), Change Request(s), and Progress Report templates, which are actively used today.

A Vision & Strategy Community Workshop was chaired by the Committee Chair Chad Hahn, and included residents, business leaders, City employees, and Council members with the aim of developing a technology roadmap and with the goal of moving towards a "Smart City" concept.

The Committee helped in prioritizing many of the City projects to balance the needs and resources across all departments. They also took various factors into consideration: short-term and long-term goals, budgets, and other constraints. The Committee contributed to the development of large-scale projects such as the City website, GovDelivery (a digital internal and external communications tool), the Online Permitting Project, and a total refresh of the technical infrastructure. There were a total of 45 projects completed during the tenure of the Technology Committee. Some of the major accomplishments are as follows:

- Upgrade and relocation of the City's Technology Data Center
- Creation of City Cybersecurity Policy and associated training
- Scanning and digitizing of over 10 years of backlogged paper files
- Cloud-based staff and Committees, Commissions, and Boards member e-mails
- Library-based Public Workstations
- The Library Integrated checkout system was upgraded to the cloud
- Activity and event reservation software for the Recreation Division
- Cashiering System and Payment Gateway for Finance
- E-mail archiving for purposes of fulfilling Public Records requests
- Agenda Management system
- Desktop refresh and upgrade to Windows 10
- Upgraded Citywide Wi-Fi
- Part-time employee electronic timekeeping system
- Council Chamber broadcasting with upgraded Audiovisual technology
- Upgrade Technology in the City Hall Conference rooms
- Police Department Shift Scheduling system
- Creation of GIS Road map
- City Intranet - MyES
- City 311 system - Report An Issue



**August 17, 2021**

**Page 3 of 3**

The Information Technology Services Department would like to extend their gratitude to the following people for their invaluable contribution as members of the Technology Committee:

Drew Boyles	Brian Hauer
Lindsay Breeden	Matt Knox
Jessica Davis	Paul Lanyi
Tori Davis	Mike Lipsey
Tim Dodd	Scot Nicol
Todd Felder	Carol Pirsztuk
David Froemke	Madelon Smith
Chad Hahn	Tom Vanek

**CITY STRATEGIC PLAN COMPLIANCE:**

Goal 1: Enhance Customer Service, Engagement, and Communication; Embrace Diversity, Equity, and Inclusion.

Objective 1A: El Segundo Provides unparalleled service to internal and external customers.

Objective 1 B: El Segundo's engagement with the community ensures excellence.

Goal 4: Develop and Maintain Quality Infrastructure and Technology

Objective 4A: El Segundo's physical infrastructure supports an appealing, safe and effective community.

Objective 4B: El Segundo's technology supports effective, efficient, and proactive operations.

**PREPARED BY:**

Dalynna Moser, Information Technology Services Department

**REVIEWED BY:**

Charles Mallory, Information Technology Services Director

**APPROVED BY:**

Barbara Voss, Deputy City Manager

**ATTACHED SUPPORTING DOCUMENTS:**

None