



AGENDA

EL SEGUNDO CITY COUNCIL
REGULAR MEETING
TUESDAY, DECEMBER 3, 2024

4:00 PM CANCELED
6:00 PM OPEN SESSION

CITY COUNCIL CHAMBER
350 MAIN STREET, EL SEGUNDO, CA 90245

Drew Boyles, Mayor
Chris Pimentel, Mayor Pro Tem
Carol Pirsztuk, Council Member
Lance Giroux, Council Member
Ryan W. Baldino, Council Member

Tracy Weaver, City Clerk
Matthew Robinson, City Treasurer

Executive Team

Darrell George, City Manager
Barbara Voss, Deputy City Manager
Saul Rodriguez, Police Chief
Michael Allen, Community Development Dir.
Jose Calderon, IT Director
Aly Mancini, Recreation, Parks & Library Dir.

Mark Hensley, City Attorney
Paul Chung, Chief Financial Officer
George Avery, Fire Chief
Rebecca Redyk, HR Director
Elias Sassoon, Public Works Dir.

MISSION STATEMENT:

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

VISION STATEMENT:

“Be a global innovation leader where big ideas take off while maintaining our unique small-town character.”

The City Council, with certain statutory exceptions, can only act 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 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.

Those wishing to address the City Council are requested to complete and submit to the City Clerk a "Speaker Card" located at the Council Chamber entrance. You are not required to provide personal information in order to speak, except to the extent necessary for the City Clerk to call upon you, properly record your name in meeting minutes and to provide contact information for later staff follow-up, if appropriate.

When a Council Member duly requires AB 2449 teleconferencing to attend the City Council meeting the public will also be able to access the meeting and provide public comment via Zoom. To access Zoom from a PC, Mac, iPad, iPhone, or Android device, use URL <https://zoom.us/j/81951332052> and enter PIN: 903629 or visit www.zoom.us on device of choice, click on "Join a Meeting" and enter meeting ID: 81951332052 and PIN: 903629. If joining by phone, dial 1-669-900-9128 and enter meeting ID and PIN. *To reiterate, attending a City Council meeting by Zoom will only be used when AB 2449 is used.*

NOTE: 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. Members of the public will be placed in a "listen only" mode and your video feed will not be shared with City Council or members of the public.

REASONABLE ACCOMMODATIONS: In compliance with the Americans with Disabilities Act and Government Code Section 54953(g), the City Council has adopted a reasonable accommodation policy to swiftly resolve accommodation requests. The policy can also be found on the City's website at <https://www.elsegundo.org/government/departments/city-clerk>. Please contact the City Clerk's Office at (310) 524-2308 to make an accommodation request or to obtain a copy of the policy.

4:00 PM CLOSED SESSION – CANCELED

6:00 PM – CONVENE OPEN SESSION – CALL TO ORDER / ROLL CALL

INVOCATION – Tracy Weaver, City Clerk

PLEDGE OF ALLEGIANCE – Mayor Pro Tem Pimentel

SPECIAL PRESENTATIONS

1. 60th Annual Holiday Parade
2. Candy Cane Lane Proclamation
3. Community Christmas Dinner
4. LADWP Scattergood Hydrogen Ready Project Update

PUBLIC COMMUNICATIONS – (RELATED TO CITY BUSINESS ONLY – 5 MINUTE LIMIT PER PERSON, 30 MINUTE LIMIT TOTAL) *Individuals who have received value of \$50 or more to communicate to the City Council on behalf of another, and employees speaking on behalf of their employer, must so identify themselves prior to addressing the City Council. Failure to do so shall be a misdemeanor and punishable by a fine of \$250. While all comments are welcome, the Brown Act does not allow Council to take action on any item not on the agenda. The Council will respond to comments after Public Communications is closed.*

CITY 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

5. City Council Meeting Minutes

Recommendation -

1. Approve special (CCB interviews) and regular meeting minutes from November 19, 2024.
2. Alternatively, discuss and take other action related to this item.

6. Warrant Demand Register for October 28, 2024 through November 10, 2024

Recommendation -

1. Ratify payroll and employee benefit checks; checks released early due to contracts or agreements; emergency disbursements and/or adjustments; and, wire transfers.

-
2. Approve Warrant Demand Register numbers 9A and 9B: warrant numbers 3052997 through 3053163, and 9003250 through 9003260.
 3. Alternatively, discuss and take other action related to this item.

7. **Public Works Contract for the El Segundo Library Elevator Upgrades Project**

Recommendation -

1. Authorize the City Manager to execute a public works construction contract with Excelsior Elevator Corporation in the amount of \$235,920 for the El Segundo Library Elevator Upgrades Project and authorize an additional \$34,080 as contingency funds for potential unforeseen conditions.
2. Approve associated \$85,000 budget appropriation from General Fund Reserves to the Capital Improvement Fund.
3. Alternatively, discuss and take other action related to this item.

8. **El Segundo Title VI Program to Fulfill Federal Transit Administration Requirements and Continue Receipt of Associated Funding**

Recommendation -

1. Approve the El Segundo Title VI Program as required by the Federal Transit Administration for federal funding recipients.
2. Alternatively, discuss and take other action related to this item.

9. **Safe Clean Water Program Transfer Agreement with the Los Angeles County Flood Control District for Fund Disbursement**

Recommendation -

1. Adopt a resolution approving the transfer agreement with the Los Angeles County Flood Control District to enable a funding disbursement to the City under the Safe Clean Water Program and authorize the City Manager to execute the transfer agreement, in a form acceptable to the City Attorney or designee.
2. Alternatively, discuss and take other action related to this item.

10. **Notice of Completion for Wastewater Infrastructure Improvements Project**

Recommendation -

1. Accept Wastewater Infrastructure Improvements Project No. PW 23-08, by Tomovich and Associates, Inc., as complete.

-
2. Authorize the City Clerk to file a Notice of Completion with the Los Angeles County Recorder's Office.
 3. Alternatively, discuss and take other action related to this item.

11. Continue Emergency Action for the Permanent Repair of the City of El Segundo Wiseburn Aquatics Center Pool Heaters

Recommendation -

1. Receive and file staff's report regarding the status of the permanent repairs to El Segundo Wiseburn Aquatics Center pool heaters.
2. Adopt a motion by four-fifths vote to determine the need to continue the emergency action approved under Resolution No. 5519.
3. Alternatively, discuss and take other action related to this item.

12. Amendment to Agreement With Willdan Group, Inc. for Fire Plan Check Services

Recommendation -

1. Authorize the City Manager to execute an amendment to Agreement No. 6987 with Willdan Group, Inc. for an additional \$200,000 for a total not-to-exceed amount of \$320,000 for fiscal year 2024-2025 for fire plan check services, pursuant to El Segundo Municipal Code Chapter 1-7.
2. Appropriate \$200,000 from the General Fund Reserves to FY 2024-25 expenditure budget account 001-400-3204-6214
3. Alternatively, discuss and take other action related to this item.

13. Resolution to Accept California Department of Justice Tobacco Grant Program Funds and Authorize Execution of Associated Memorandum of Understanding

Recommendation -

1. Adopt Resolution authorizing acceptance of a \$19,608 grant from the California Department of Justice Tobacco Grant Program to support the El Segundo Police Department in educating minors about the harms of tobacco products, enforcing state and local tobacco laws, and conducting retailer enforcement.
2. Authorize the City Manager or designee to execute the associated memorandum of understanding for the grant.

3. Appropriate \$19,608 to FY 2024-25 expenditure budget account 125-400-3101-3726 and establish \$19,608 to FY 2024-25 revenue budget account 125-300-3101-3726.

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

14. Acceptance of the U.S. Department of Justice Bulletproof Vest Partnership Program Grant

Recommendation -

1. Authorize acceptance of a \$5,125.82 grant award from the U.S. Department of Justice Bulletproof Vest Partnership Program to support the El Segundo Police Department.

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

15. Agreement Between the El Segundo Police Department and Flock Safety to Provide Drone Hardware and Software

Recommendation -

1. Waive bidding requirements pursuant to El Segundo Municipal Code § 1- 7- 9(A) and authorize the City Manager or designee to execute a two-year agreement with Flock Safety for \$198,000 (\$99,000 per fiscal year) for drone hardware and software.

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

C. PUBLIC HEARINGS

D. STAFF PRESENTATIONS

16. Review and Discussion of Billboard and Off-Site Signage Standards Being Permitted

Recommendation -

1. Receive and file staff's presentation.

2. Discuss and provide staff with feedback and direction related to billboard and off-site signage standards being permitted in the City.

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

17. City Co-Sponsored Events and Fee Waivers

Recommendation -

1. Receive and file report from staff and provide direction.

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2. Approve the waivers for calendar year 2025.
 3. Alternatively, discuss and take other action related to this item.

18. The Plunge Public Art Budget Approval

Recommendation -

1. Approve \$127,500 from the Cultural Development Fund to be allocated towards public art in The Plunge.
2. Alternatively, discuss and take other action related to this item.

19. Recreation Park Renovation Project Phase One - Proposed Teen Center and Teen Plaza Schematic Design

Recommendation -

1. Approve Teen Center and Teen Plaza Schematic design.
2. Alternatively, discuss and take other action related to this item.

20. Clutter's Park Update

Recommendation -

1. Receive and file update from staff.
2. Alternatively, discuss and take other action related to this item.

E. COMMITTEES, COMMISSIONS AND BOARDS PRESENTATIONS

21. Appointments to the Environmental Committee, Capital Improvement Program Advisory Committee, and Library Board of Trustees

Recommendation -

1. Announce Appointments to the Environmental Committee, Capital Improvement Program Advisory Committee, and Library Board of Trustees.
2. Alternatively, discuss and take other action related to this item.

22. Open the Recruitment Process for the Positions on the Committees, Commissions and Boards That Will Expire in 2025

Recommendation -

1. Direct staff to open the recruitment process for the positions on the Committees, Commissions and Boards as listed.

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

F. REPORTS - CITY CLERK

G. REPORTS - CITY TREASURER

H. REPORTS - COUNCIL MEMBERS

COUNCIL MEMBER BALDINO

COUNCIL MEMBER GIROUX

COUNCIL MEMBER PIRSZTUK

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: November 22, 2024

TIME: 5:00 PM

BY: Tracy Weaver, City Clerk

Proclamation

City of El Segundo, California




WHEREAS, The El Segundo Chamber of Commerce has given El Segundo the **Annual Holiday Parade** for the past 60 years, a tradition which both celebrates El Segundo and calls forth the Holiday Season; and


WHEREAS, The parade, to be held Sunday, December 8, 2024 from 1:00 p.m. to 3:00 p.m., with a theme of **Candy Cane Lane on Main**, will assemble on the corner of Imperial Avenue and Main Street, and continue down Main Street, disbanding at El Segundo Boulevard; and


WHEREAS, The parade will start with the Grand Marshals, the Automobile Driving Museum honoring them for their many years of contributions to El Segundo, end with the traditional Grand Finale - the Chevron Fire Truck, bringing Santa Claus through downtown El Segundo, and in between, the crowds will be treated to a few surprises.


NOW, THEREFORE, the Mayor and Members of the City Council of the City of El Segundo, California, do hereby proclaim Sunday, December 8, 2024, as the **60th Annual El Segundo Holiday Parade**, and invite the community to all the traditional El Segundo holiday events and wish the Chamber of Commerce many more years of marching down Main Street.





Chris Pimentel
Mayor Pro Tem


Drew Boyles
Mayor


Carol Pirsztuk
Councilmember


Lance Giroux
Councilmember


Ryan Baldino
Councilmember

Proclamation

City of El Segundo, California



WHEREAS, Great and wonderful events are many times the inspiration of one person, like Ken Bailey, whose simple idea that a decorated tree be placed at the end of the cul-de-sac on the 1200 Block of East Acacia Avenue in celebration of a neighborhood Christmas in 1949, is 75 years later an annual holiday tradition in El Segundo, worthy of national media coverage, and known as **Candy Cane Lane**; and


WHEREAS, **Candy Cane Lane** features Santa Claus arriving on top of a horn-blowing El Segundo Fire Engine to light the beautifully decorated homes on **Candy Cane Lane** as he makes his way into his sleigh in a Christmas Village situated at the end of the cul-de-sac, from which he sends good cheer each year to thousands of boys and girls, residents and tourists; and


WHEREAS, Homes, yards and trees are brightly decorated while property owners dress up their homes for all the oohs and aahs and the tradition of **Candy Cane Lane**. A few good merry men of **Candy Cane Lane**, have given their merry Ho, Ho, Ho's, year after year, in the Santa suit donated by Chevron. A big thanks to Spring Cleaners for generously making sure Santa's suit is sparkling for the season. The El Segundo Police Department, the El Segundo Volunteer Program and the El Segundo Recreation, Parks and Library Department who make sure the crowds maneuver down the Lane in a safe and orderly fashion; and


WHEREAS, Least we forget, we herein list the names of the folks that are synonymous with **Candy Cane Lane**: Eyres, Cohens, Stocks, Esdin and Saleh, McEwan, Lees, Moores, Turnbills, McCulloughs, de Lambertye, Guidone, Laughlin and Barre, Mitchells, Gans, Hudspeths, Harts, Doukakis', Brunnenkants, Phillips, Stosser and Szeto, Rogers, Kehls, Wongs, Schlendering, Wisiniakowski, Armacost and Hoggs.


NOW, THEREFORE, on this 3th day of December 2023, the Mayor and Members of the City Council of the City of El Segundo, California, proclaim the 1200 Block of East Acacia Avenue as **CANDY CANE LANE** from December 14, 2024 at 7:00 p.m., through December 23, 2024 and invite the young and young at heart to experience the wonders of this El Segundo holiday tradition.





Chris Pimentel
Mayor Pro Tem


Drew Boyles
Mayor


Carol Pirsztuk
Councilmember


Lance Giroux
Councilmember


Ryan Baldino
Councilmember

Commendation

City of El Segundo, California



WHEREAS, The El Segundo Community Christmas Dinner was conceived by El Segundo resident Bill Coffman in 1983; Bill solicited the help of local businesses, residents and organizations to fund, cook, and serve a traditional Christmas dinner that brought people together to share the holiday spirit ; and


WHEREAS, The El Segundo Community Christmas Dinner has become a hometown tradition that has served the community for over 40 years; and


WHEREAS, The Annual Christmas Dinner will be provided this season sponsored by the El Segundo Rotary Club along with the time and effort of many individual volunteers along with the support of the Recreation, Parks and Library Department’s Outreach Office ; and


WHEREAS, The El Segundo Community Christmas Dinner will be held at 12:00pm on December 24th at the Joslyn Center, for the benefit of all those in the community who wish to participate in fellowship and share in some Christmas cheer.


NOW, THEREFORE, on this 3rd day of December, 2024, the Mayor and Members of the City Council of the City of El Segundo, California, do hereby commend and thank all sponsors, supporters and volunteers, for their unselfish community service in keeping this hometown holiday tradition alive in El Segundo.





Chris Pimentel
Mayor Pro Tem


Drew Boyles
Mayor


Carol Pirsztuk
Councilmember


Lance Giroux
Councilmember


Ryan Baldino
Councilmember

SPECIAL MEETING MINUTES OF THE EL SEGUNDO CITY COUNCIL
TUESDAY, NOVEMBER 19, 2024
4:00 PM

CALL TO ORDER – Mayor Boyles called to order at 4:01 PM

ROLL CALL

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

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

SPECIAL ORDER OF BUSINESS:

1. Conduct Capital Improvement Program Advisory Committee, Environmental Committee, and Library Board of Trustees Interviews.

Council conducted interviews and Council appointed the following;

Kevin Butler and Leslie Edwards to full terms expiring October 31, 2027 and Sudip Giri to a partial term expiring on October 31, 2026 to the Environmental Committee.

Mike Rotolo and Jennifer Hiatt to full terms expiring on October 31, 2027 on the Capital Improvement Program Advisory Committee (CIPAC).

Eric Hoffman to a full term expiring on June 30, 2027 to the Library Board of Trustees.

Council will announce the appointments at the 6:00 PM, December 3, 2024, regular City Council meeting.

ADJOURNMENT at 5: 37 PM

Tracy Weaver, City Clerk

MEETING MINUTES OF THE EL SEGUNDO CITY COUNCIL
TUESDAY, NOVEMBER 19, 2024

CLOSED SESSION – Canceled

OPEN SESSION – Mayor Boyles called to order at 6:00 PM

ROLL CALL

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

INVOCATION – Pastor Jimmy Chaney, Church of Beach Cities

PLEDGE OF ALLEGIANCE – Mayor Pro Tem Pimentel

SPECIAL PRESENTATIONS:

1. Proclamation read by Council Member Pirsztuk proclaiming November 11, 2024 through December 19, 2024 as the Spark of Love Toy Drive and presented to Chief Avery.
2. The Youth Drama program gave a preview of their upcoming production of James and the Giant Peach.

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

Jayne Bennett, non-resident, commented on the parking situation for the businesses in the area.

Jenna Pitula, resident, commented on the El Segundo Youth Drama program's storage issue.

Coco Guiga, resident, commented on the El Segundo Youth Drama program's storage issue.

Robin Smith, resident, commented on the El Segundo Youth Drama program's storage issue.

Kelly Williams, resident, commented on the El Segundo Youth Drama program's storage issue.

Jim DeCordova, resident, commented on item #D13, parking permit program.

Patrick Curry, resident, commented on item #D13, parking permit program.

Ken Wogomon, resident, commented on item #D13, parking permit program.

Cheryl Smith, resident, commented on item #D13, parking permit program.

Maria Rafael, resident, commented on the El Segundo Youth Drama program's storage issue.

Jennifer Oloo, resident, commented on the El Segundo Youth Drama program's storage issue.

Andy Sywak, Metro representative, announced the opening of the Aviation station. See video

Brett Ryan, resident, commented on item D#13, parking permit program.

Bill McCaverty, resident, commented on item D#13, parking permit program.

CITY MANAGER FOLLOW-UP COMMENTS:

A. Read all Ordinances and Resolutions on the Agenda by Title Only.

MOTION by Council Member Baldino, SECONDED by Council Member Pirsztuk to read all ordinances and resolutions on the agenda by title only. MOTION PASSED. 4/0

B. CONSENT:

3. Approve regular City Council meeting minutes of November 5, 2024.
(Fiscal Impact: None)

4. Approve warrants demand register for October 14, 2024 through October 27, 2024 numbers 8B and 8C: warrant numbers 3052812 through 3052996, and 9003246 through 9003249. **Please note: the Warrant Demand Register on Consent for the November 5, 2024 City Council meeting stated the incorrect warrant register numbers in the Recommendation section of the Staff Report. Warrant Registers 7A, 7B, and 8A were approved on Consent on November 5, 2024.* Ratify Payroll and employee benefit Checks; Checks released early due to contracts or agreement; Emergency disbursements and/or adjustments; and, Wire transfers.
(Fiscal Impact: \$2,263,820.63 (\$1,630,750.23 in check warrants and \$633,070.40 in wire warrants))

5. Approve the 2025 City Council meeting Calendar with staff's recommended meeting cancelations.
(Fiscal Impact: None)

6. Approve the two proposed Termination of Covenant and Agreements to rescind the requirement to hold both 1625 and 1629 East Maple Avenue as one parcel find such action to be exempt from the California Environmental Quality Act pursuant to CEQA Guidelines §15061(b)(3) and direct City staff to record the proposed agreements with the Los Angeles County Recorder.
(Fiscal Impact: None)

7. Authorize the City Manager to execute amendments to Agreement No. 7008A with Kardent, Inc. to increase the annual not-to-exceed amount by \$50,000 for a total not-to-exceed amount of \$100,000 per fiscal year for On-Call Architectural Design Services, pursuant to El Segundo Municipal Code Chapter 1-7, Agreement No. 6841A with Z&K Consultants to increase the annual not-to-exceed amount by \$100,000 for a total not-to-exceed amount of \$150,000 per fiscal year for On-Call Construction Inspection Services pursuant to El Segundo Municipal Code Chapter 1-7, amendment to Agreement No. 7034A with Project

Partners, Inc to provide temporary engineering services for the Public Works department for an additional amount of \$50,000 and not to exceed \$100,000 in FY 2024-25, pursuant to El Segundo Municipal Code Chapter 1-7, and authorize Appropriation of \$200,000 from the 001-400-4101-4101 engineering salary fund to 001-400-4101-6206 engineering contractual services fund to budget for Kardent, Inc., Z&K Consultant, and Project Partners, Inc amendments in Fiscal Year 2024-25, pursuant to El Segundo Municipal Code Chapter 1-7.

(Fiscal Impact: \$150,000 (\$50,000 Kardent, \$50,000 Z&K, \$50,000 Project Partners) Additional Appropriation: \$200,000 (\$50,000 Kardent, \$100,000 Z&K, \$50,000 Project Partners))

8. Receive and file staff's report regarding the status of the permanent repairs to El Segundo Wiseburn Aquatics Center Pool Heaters and adopt a motion by four-fifths vote to determine the need to continue the emergency action approved under Resolution No. 5519.
(Fiscal Impact: \$700,000, see staff report for complete budget requests)
9. Adopt Resolution No. 5520 approving Final Vesting Tract Map No. 83776 (EA-1323) and find that such action is exempt from the California Environmental Quality Act, pursuant to CEQA Regulation § 15268(b)(3), which statutorily exempts the approval of final subdivision maps from further environmental review and authorize and direct City staff to execute and record the map.
(Fiscal Impact: None)
10. Authorize the City Manager to execute subaward Agreement No. 7139 with the City of Los Angeles and accept a federally funded \$251,765 2023 Urban Area Security Initiatives grant to combat terrorism and other threats.
(Fiscal Impact: Funds were appropriated during the FY 2024-25 budget process. No additional appropriation is necessary at this time. The federal Urban Area Security Initiatives (UASI) Grant Program is a reimbursable grant. The upfront cost of \$251,765 will come from City reserves until the funds are reimbursed per the agreement)

MOTION by Council Member Baldino, SECONDED by Council Member Pirsztuk, approving Consent items 3 (as amended), 4, 5, 6, 7, 8, 9, and 10. MOTION PASSED.
4/0

PULLED ITEMS:

C. PUBLIC HEARING: None

D. STAFF PRESENTATIONS:

(Moved forward at the request of the Mayor)

13. Preferential Parking Zone 3 Program Pilot Project Update and Revised Resolution
(Fiscal Impact: None)

Elias Sassoon, Public Works Director and Richard Garland, Parking Engineer Consultant gave a presentation.

Council discussed and directed staff to update/amend the following to the Preferential Parking Zone 3 Program Pilot project.

- Extend the pilot program for an additional six (6) months.
- Add 24/7 parking permits on both sides of east Mariposa from Kansas to Illinois Court. (1500 block of Mariposa)
- East side of Indiana from east Pine to east Holly; 2 hour parking restriction and no limit with permit.

Council consensus to receive and file the presentation.

Joaquin Vazquez, Assistant City Attorney to read by title only;

RESOLUTION NO. 5521

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL SEGUNDO, CALIFORNIA DESIGNATING PREFERENTIAL PARKING ZONE NO. 3 AND ASSOCIATED HOURLY RESTRICTIONS PURSUANT TO VEHICLE CODE § 22500 ET SEQ.

MOTION by Council Member Pirsztuk, SECONDED by Council Member Baldino to adopt Resolution No. 5521 as amended. (See above Council requests to be added to the resolution). MOTION PASSED. 4/0

11. Fiscal Year 2024-25 1st Quarter Financial Report
(Fiscal Impact: None)

Paul Chung, Chief Financial Officer gave a presentation and recognized staff for GFOA Certificate of Achievement for Excellence in Financial Reporting.

Council Discussion

Council consensus to receive and file the presentation.

12. Cultural Development Program (“1% for Art”) Update
(Fiscal Impact: None)

Aly Mancini, Recreation, Parks, and Library Director gave a presentation.

Council discussed and directed staff to bring back a financial analysis of the program and a survey of surrounding cities “Arts” programs to the regular meeting in January 2025.

Council consensus to receive and file the presentation.

- E. COMMITTEES, COMISSIONS AND BOARDS PRESENTATIONS: None
- F. REPORTS – CITY CLERK – No report
- G. REPORTS – CITY TREASURER – Not present
- H. REPORTS – COUNCIL MEMBERS

Council Member Baldino – Attended the Beach Cities Swim tournament at the Aquatics Center and discussed the challenges of parking logistics for the facility for an event of this size.

Council Member Giroux – Absent

Council Member Pirsztuk – Attended the Recreation and Parks Subcommittee this past week.

Mayor Pro Tem Pimentel – Will attend Sanitation, SBCOG and South Bay Aerospace meetings this week, attended CoMotion LA, a regional transportation innovation meeting and attended the Alliance for SoCal Innovation in Long Beach.

Mayor Boyles – Met with Varda Space Industries and read a letter commending the Community Development staff, attended the Eddy Awards, mentioned an El Segundo company, Arbor Energy, who has recently received great press attention, congratulated the El Segundo High School Football and Water Polo teams, and attended the AQMD meeting in Diamond Bar this morning.

- I. REPORTS – CITY ATTORNEY – No report
- J. REPORTS/FOLLOW-UP – CITY MANAGER – Gave an update on Hyperion Plant.

MEMORIAL – None

Adjourned at 8:21 PM

Tracy Weaver, City Clerk



City Council Agenda Statement

Meeting Date: December 3, 2024

Agenda Heading: Consent

Item Number: B.6

TITLE:

Warrant Demand Register for October 28, 2024 through November 10, 2024

RECOMMENDATION:

1. Ratify payroll and employee benefit checks; checks released early due to contracts or agreements; emergency disbursements and/or adjustments; and, wire transfers.
2. Approve Warrant Demand Register numbers 9A and 9B: warrant numbers 3052997 through 3053163, and 9003250 through 9003260.
3. Alternatively, discuss and take other action related to this item.

FISCAL IMPACT:

The warrants presented were drawn in payment of demands included within the FY 2024-2025 Adopted Budget. The total of \$4,081,733.58 (\$1,566,489.53 in check warrants and \$2,515,244.05 in wire warrants) are for demands drawn on the FY 2024-2025 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 payments of demands are 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

Warrant Demand Register

December 3, 2024

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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.

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

Strategy A: Identify opportunities for new revenues, enhancement of existing revenues, and exploration of potential funding options to support programs and projects.

PREPARED BY:

Liz Lydic, Management Analyst

REVIEWED BY:

Wei Cao, CPA, CPFO, Finance Manager

APPROVED BY:

Barbara Voss, Deputy City Manager

ATTACHED SUPPORTING DOCUMENTS:

1. Register 9a - summary
2. Register 9b - summary

CITY OF EL SEGUNDO
WARRANTS TOTALS BY FUND

3052997 - 3053075
9003250 - 9003250

DATE OF APPROVAL: AS OF 11/19/24

REGISTER # 9a

001	GENERAL FUND	258,976.92
003	EXPENDABLE TRUST FUND - OTHER	-
104	TRAFFIC SAFETY FUND	-
106	STATE GAS TAX FUND	12,216.00
108	ASSOCIATED RECREATION ACTIVITIES FUND	-
109	ASSET FORFEITURE FUND	5,262.08
110	MEASURE "R"	-
111	COMM. DEVEL. BLOCK GRANT	-
112	PROP "A" TRANSPORTATION	4,163.01
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	-
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	-
126	A/P CUPA PROGRAM OVERSIGHT SURCHARGE	8,102.92
127	MEASURE "M"	-
128	SB-1	-
129	CERTIFIED ACCESS SPECIALIST PROGRAM	-
130	AFFORDABLE HOUSING	2,111.25
131	COUNTY STORM WATER PROGRAM	-
132	MEASURE "B"	-
202	ASSESSMENT DISTRICT #73	-
301	CAPITAL IMPROVEMENT FUND	10,549.50
302	INFRASTRUCTURE REPLACEMENT FUND	-
311	DEVELOPER IMPACT FEES - GENERAL GOVERNME	-
312	DEVELOPER IMPACT FEES - LAW ENFORCEMENT	-
313	DEVELOPER IMPACT FEES - FIRE PROTECTION	-
314	DEVELOPER IMPACT FEES - STORM DRAINAGE	-
315	DEVELOPER IMPACT FEES - WATER DISTRIBUTI	-
316	DEVELOPER IMPACT FEES - WASTEWATER COLLE	-
317	DEVELOPER IMPACT FEES - LIBRARY	-
318	DEVELOPER IMPACT FEES - PUBLIC MEETING	-
319	DEVELOPER IMPACT FEES - AQUATICS CENTER	-
320	DEVELOPER IMPACT FEES - PARKLAND	-
405	FACILITIES MAINTENANCE	-
501	WATER UTILITY FUND	7,113.52
502	WASTEWATER FUND	39,024.96
503	GOLF COURSE FUND	-
504	SENIOR HOUSING CITY ATTORNEY	-
505	SOLID WASTE FUND	-
601	EQUIPMENT REPLACEMENT	-
602	LIABILITY INSURANCE	7.63
603	WORKERS COMP. RESERVE/INSURANCE	7.75
701	RETIRED EMP. INSURANCE	-
702	EXPENDABLE TRUST FUND - DEVELOPER FEES	1,169.90
703	EXPENDABLE TRUST FUND - OTHER	-
704	EXPENDABLE TRUST FUND - OTHER	861.82
708	OUTSIDE SERVICES TRUST	-
	TOTAL WARRANTS	349,567.26

STATE OF CALIFORNIA
COUNTY OF LOS ANGELES

Information on actual expenditures is available in the Chief Financial Officer'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:

NOTES:

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

For Ratification:

A = Payroll and Employee Benefit checks

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

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

CHIEF FINANCIAL OFFICER:

CITY MANAGER:

DATE:

DATE:

[Handwritten Signature]
11/14/24

[Handwritten Signature]
11-4-24

CITY OF EL SEGUNDO
WARRANTS TOTALS BY DEPARTMENT
AS OF 11/19/24
REGISTER # 9a

DEPT#	NAME	TOTAL
GENERAL FUND DEPARTMENTAL EXPENDITURES		
GENERAL GOVERNMENT		
1101	City Council	1,442.57
1201	City Treasurer	5,517.60
1300	City Clerk	337.65
2101	City Manager	452.59
2102	Communications	11.50
2103	El Segundo Media	2,752.43
2201	City Attorney	
2401	Economic Development	462.24
2402	Planning	1,788.00
2405	Human and Health Services	155.00
2500	Administrative Services	68,586.20
2601	Government Buildings	31,324.99
2900	Nondepartmental	20,050.19
6100	Library	24,644.67
		157,525.63
PUBLIC SAFETY		
3100	Police	16,852.75
3200	Fire	28,878.26
2403	Building Safety	648.66
2404	Plng/Bldg Sfty Administration	365.91
		46,745.58
PUBLIC WORKS		
4101	Engineering	4,743.93
4200	Streets	4,418.21
4300	Wastewater	608.09
4601	Equipment Maintenance	13,389.22
4801	Administration	153.50
		23,312.95
COMMUNITY DEVELOPMENT		
5100,5200	Recreation & Parks	19,199.54
5400	CAMPS	83.54
		19,283.08
EXPENDITURES		
	CAPITAL IMPROVEMENT	10,549.50
	ALL OTHER ACCOUNTS	92,150.52
	TOTAL WARRANTS	349,567.26

**CITY OF EL SEGUNDO
 PAYMENTS BY WIRE TRANSFER
 10/28/24 THROUGH 11/03/24**

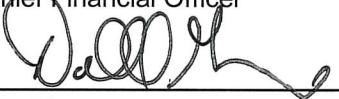
<u>Date</u>	<u>Payee</u>		<u>Description</u>
10/28/2024	IRS	294,212.42	Federal 941 Deposit
10/28/2024	Employment Development	5,428.11	State SDI payment
10/28/2024	Employment Development	70,629.24	State PIT Withholding
10/28/2024	Cal Pers	46,526.75	FY2024-2025 Unfunded Acc'd Liab-Police 1st Tier 28
10/28/2024	Cal Pers	39,781.42	FY2024-2025 Unfunded Acc'd Liab-Fire Classic 30168
10/28/2024	Cal Pers	30,991.00	FY2024-2025 Unfunded Acc'd Liab-Misc Classic 27
10/31/2024	Pitney Bowes	10,000.00	Postage for City Hall
10/21/24-10/27/24	Workers Comp Activity	10,581.69	Corvel checks issued/(voided)
10/21/24-10/27/24	Liability Trust - Claims	580,068.52	Claim checks issued/(voided)
10/21/24-10/27/24	Retiree Health Insurance	-	Health Reimbursement checks issued
		<u>1,088,219.15</u>	

DATE OF RATIFICATION: 11/01/24

TOTAL PAYMENTS BY WIRE:

1,088,219.15

Certified as to the accuracy of the wire transfers by:

	<u>11/1/24</u>
Treasury & Customer Services Manager	Date
	<u>11/4/24</u>
Chief Financial Officer	Date
	<u>11-4-24</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 FUND

DATE OF APPROVAL: AS OF 11/19/24

REGISTER #9b

3053076 - 3053163		
9003251 - 9003260		
001	GENERAL FUND	192,783.61
003	EXPENDABLE TRUST FUND - OTHER	3,500.00
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	5,611.80
114	PROP "C" TRANSPORTATION	8,391.00
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	11,948.20
122	L.A.W.A. FUND	-
123	PSAF PROPERTY TAX PUBLIC SAFETY	-
124	FEDERAL GRANTS	-
125	STATE GRANT	-
126	AP CUPA PROGRAM OVERSIGHT SURCHARGE	672.80
127	MEASURE "M"	-
128	SB-1	-
129	CERTIFIED ACCESS SPECIALIST PROGRAM	-
130	AFFORDABLE HOUSING	-
131	COUNTY STORM WATER PROGRAM	-
132	MEASURE "B"	-
202	ASSESSMENT DISTRICT #73	-
301	CAPITAL IMPROVEMENT FUND	365,836.55
302	INFRASTRUCTURE REPLACEMENT FUND	-
311	DEVELOPER IMPACT FEES - GENERAL GOVERNME	-
312	DEVELOPER IMPACT FEES - LAW ENFORCEMENT	-
313	DEVELOPER IMPACT FEES - FIRE PROTECTION	-
314	DEVELOPER IMPACT FEES - STORM DRAINAGE	-
315	DEVELOPER IMPACT FEES - WATER DISTRIBUTI	-
316	DEVELOPER IMPACT FEES - WASTEWATER COLLE	-
317	DEVELOPER IMPACT FEES - LIBRARY	-
318	DEVELOPER IMPACT FEES - PUBLIC MEETING	-
319	DEVELOPER IMPACT FEES - AQUATICS CENTER	-
320	DEVELOPER IMPACT FEES - PARKLAND	-
405	FACILITIES MAINTENANCE	-
501	WATER UTILITY FUND	354,324.02
502	WASTEWATER FUND	6,334.48
503	GOLF COURSE FUND	-
504	SENIOR HOUSING CITY ATTORNEY	-
505	SOLID WASTE FUND	-
601	EQUIPMENT REPLACEMENT	266,702.76
602	LIABILITY INSURANCE	800.00
603	WORKERS COMP. RESERVE/INSURANCE	-
701	RETIRED EMP. INSURANCE	-
702	EXPENDABLE TRUST FUND - DEVELOPER FEES	17.05
703	EXPENDABLE TRUST FUND - OTHER	-
704	EXPENDABLE TRUST FUND - OTHER	-
708	OUTSIDE SERVICES TRUST	-
	TOTAL WARRANTS	<u>1,216,922.27</u>

STATE OF CALIFORNIA
COUNTY OF LOS ANGELES

Information on actual expenditures is available in the Chief Financial Officer'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:

NOTES:

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

For Ratification:

A = Payroll and Employee Benefit checks

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

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

CHIEF FINANCIAL OFFICER:

CITY MANAGER:

DATE:

DATE:

[Handwritten Signature]
11/12/24

[Handwritten Signature]
11-12-24

CITY OF EL SEGUNDO
WARRANTS TOTALS BY DEPARTMENT
AS OF 11/19/24
REGISTER # 9b

DEPT#	NAME	TOTAL
GENERAL FUND DEPARTMENTAL EXPENDITURES		
GENERAL GOVERNMENT		
1101	City Council	
1201	City Treasurer	
1300	City Clerk	10,961.06
2101	City Manager	25,886.18
2102	Communications	80.00
2103	El Segundo Media	
2201	City Attorney	
2401	Economic Development	
2402	Planning	
2405	Human and Health Services	80.00
2500	Administrative Services	31,442.36
2601	Government Buildings	1,725.51
2900	Nondepartmental	8,766.09
6100	Library	13,804.12
		92,745.32
PUBLIC SAFETY		
3100	Police	14,448.99
3200	Fire	16,418.84
2403	Building Safety	
2404	Plng/Bldg Sfty Administration	1,009.10
		31,876.93
PUBLIC WORKS		
4101	Engineering	1,357.50
4200	Streets	17,046.36
4300	Wastewater	
4601	Equipment Maintenance	1,134.98
4801	Administration	592.80
		20,131.64
COMMUNITY DEVELOPMENT		
5100,5200	Recreation & Parks	14,619.80
5400	CAMPS	219.98
		14,839.78
EXPENDITURES		
	CAPITAL IMPROVEMENT	365,836.55
	ALL OTHER ACCOUNTS	691,492.05
	TOTAL WARRANTS	1,216,922.27

**CITY OF EL SEGUNDO
 PAYMENTS BY WIRE TRANSFER
 11/04/24 THROUGH 11/10/24**

<u>Date</u>	<u>Payee</u>		<u>Description</u>
11/4/2024	Credit Card Fees	15.00	Credit Card Fees - October 2024
11/4/2024	Unum	124.50	Long Term Care Premium - November 2024
11/8/2024	Cal Pers	687,017.85	EFT Health Insurance Payment
11/8/2024	IRS	274,525.15	Federal 941 Deposit
11/8/2024	Employment Development	5,394.15	State SDI payment
11/8/2024	Employment Development	62,347.09	State PIT Withholding
11/8/2024	Mission Square	67,070.94	457 payment Vantagepoint
11/8/2024	Mission Square	1,123.20	401(a) payment Vantagepoint
11/8/2024	Mission Square	3,048.85	401(a) payment Vantagepoint
11/8/2024	Mission Square	100.00	IRA payment Vantagepoint
11/8/2024	Cal Pers	56,007.76	EFT Retirement Safety Police Classic - 1st Tier 28
11/8/2024	Cal Pers	63,857.22	EFT Retirement Misc - PEPRA New 26013
11/8/2024	Cal Pers	58,273.07	EFT Retirement Safety Fire- Classic 30168
11/8/2024	Cal Pers	42,367.31	EFT Retirement Safety-Police-PEPRA New 25021
11/8/2024	Cal Pers	32,204.16	EFT Retirement Misc - Classic 27
11/8/2024	Cal Pers	22,555.57	EFT Retirement Safety-Fire-PEPRA New 25020
11/8/2024	Cal Pers	19,324.33	EFT Retirement Sfty Police Classic-2nd Tier 30169
10/28/24-11/03/24	Workers Comp Activity	20,875.35	Corvel checks issued/(voided)
10/28/24-11/03/24	Liability Trust - Claims	-	Claim checks issued/(voided)
10/28/24-11/03/24	Retiree Health Insurance	10,793.40	Health Reimbursement checks issued
		<u>1,427,024.90</u>	

DATE OF RATIFICATION: 11/08/24

TOTAL PAYMENTS BY WIRE:

1,427,024.90

Certified as to the accuracy of the wire transfers by:

 11/8/24
 Treasury & Customer Services Manager Date

 11/12/24
 Chief Financial Officer Date

 11-12-24
 City Manager Date

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



City Council Agenda Statement

Meeting Date: December 3, 2024

Agenda Heading: Consent

Item Number: B.7

TITLE:

Public Works Contract for the El Segundo Library Elevator Upgrades Project

RECOMMENDATION:

1. Authorize the City Manager to execute a public works construction contract with Excelsior Elevator Corporation in the amount of \$235,920 for the El Segundo Library Elevator Upgrades Project and authorize an additional \$34,080 as contingency funds for potential unforeseen conditions.
2. Approve associated \$85,000 budget appropriation from General Fund Reserves to the Capital Improvement Fund.
3. Alternatively, discuss and take other action related to this item.

FISCAL IMPACT:

The total contract amount is \$270,000 (\$235,920 elevator upgrade cost + \$34,080 contingency). The adopted FY 2024-25 CIP budget included \$185,000 for the Library elevator upgrade project. The budget shortfall of \$85,000 requires a budget appropriation from General Fund Reserves to the Capital Improvement Fund. The budget appropriation request is as follows:

Amount Budgeted in FY 2024-25: \$185,000

Additional Appropriation: \$85,000

Expense Account Number: 301-400-8201-8710 (General Fund CIP - Library Elevator)

Establish Transfer Out Budget: \$85,000

Transfer Out Account Number: 001-400-0000-9301 (Transfer out from General Fund to CIP Fund)

Establish Transfer In Budget: \$85,000

Transfer In Account Number: 301-300-0000-9001 (Transfer in to CIP Fund from General Fund)

Library Elevator Upgrades Project

December 3, 2024

Page 2 of 3

BACKGROUND:

The hydraulic machinery serving the El Segundo Library elevator is reaching the end of its life cycle and is due for replacement and upgrades. The California State Library's Building awarded the City \$77,894.50 in Forward Infrastructure Grant funds for this El Segundo Library Elevator Upgrades Project ("Project").

Originally, the Project's construction estimate was done a few years ago (prior to COVID). However, the construction costs of similar projects have increased significantly since then, and consequently there is a shortfall of \$85,000 in the current budget for the construction of this Project. On September 3, 2024, the City Council adopted a resolution to approve the plans and specifications for this project and authorized staff to advertise the Project for bids.

DISCUSSION:

On October 16, 2024, the City Clerk received and opened one (1) bid from Excelsior Elevator Corporation (Excelsior) in the amount of \$235,920. Staff checked references and the contractor's license status and found the performance of their work to be satisfactory. Excelsior has successfully completed similar projects for the City and for other agencies.

To fund the Project shortfall of \$85,000, staff is respectfully requesting to use the CIP Reserves account and make adjustments accordingly. There is sufficient funding in the CIP Reserves account to accommodate the needed adjustments. With the City Council's authorization, the construction is anticipated to commence in February and will be substantially completed in April 2025.

CITY STRATEGIC PLAN COMPLIANCE:

Goal 1: Develop and Maintain Quality Infrastructure and Technology

Strategy A: Seek opportunities to implement and expedite the projects in the Capital Improvement Program and ensure that City-owned infrastructure is well

Goal 2: Optimize Community Safety and Preparedness

Strategy C: Protect and prepare the El Segundo Community and staff for any emergency, disaster, or environmental violation.

PREPARED BY:

Arianne Bola, Sr. Engineer Associate

REVIEWED BY:

Library Elevator Upgrades Project

December 3, 2024

Page 3 of 3

Elias Sassoon, Public Works Director

APPROVED BY:

Barbara Voss, Deputy City Manager

ATTACHED SUPPORTING DOCUMENTS:

None



City Council Agenda Statement

Meeting Date: December 3, 2024

Agenda Heading: Consent

Item Number: B.8

TITLE:

El Segundo Title VI Program to Fulfill Federal Transit Administration Requirements and Continue Receipt of Associated Funding

RECOMMENDATION:

1. Approve the El Segundo Title VI Program as required by the Federal Transit Administration for federal funding recipients.
2. Alternatively, discuss and take other action related to this item.

FISCAL IMPACT:

None

BACKGROUND:

Title VI of the Civil Rights Act of 1964 is a federal law that prohibits recipients and subrecipients of federal financial assistance (e.g., states, local governments, transit providers) from discriminating on the basis of race, color, or national origin in their programs or activities, and obligates federal funding agencies to enforce compliance. In summary, the Title VI program includes a notice to the public on rights under the program, discrimination complaint procedures and forms, a public participation plan and a language assistance plan, which are intended as a way for the public to provide feedback on activities and programs and report transit-related discrimination occurrences.

Agencies that receive federal funding are required to develop and submit a Title VI Program report to the Department of Transportation/Federal Transit Administration (FTA) every 3 years as part of the Civil Rights Act of 1964. Failure to comply with these requirements or timely submit for the program renders an agency ineligible to receive FTA funding.

DISCUSSION:

The City of El Segundo is a subrecipient to federal funding via Los Angeles County Metropolitan Transportation Authority (Metro). Federal funding was received in 2001 for the work related to the Douglas Gap Closure project (Metro agreement MOU.PTELSEG, City Agreements No. 2966 and No. 2966A). Federal funding was also received on the more recent Park Place Grade Separation Project and El Segundo Boulevard Improvement Project.

Given the federal funding the City has received, Metro informed staff during their compliance review that the City of El Segundo is required to have a Council approved Title VI program in place. Staff have completed the attached report which updates the Title VI Program and it has also been reviewed by the City Attorney's Office and Human Resources Department. This Title VI program demonstrates the City's ongoing efforts to ensure non-discrimination and equality in the operation of our transit system and delivery of our services. Upon Council approval, staff will submit the document to Metro to ensure compliance with federal requirements.

Staff recommends the City Council approve the Title VI Program, as required by the FTA, to continue the City's receipt of associated federal funding.

CITY STRATEGIC PLAN COMPLIANCE:

Goal 3: Deliver Solution-Oriented Customer Service, Communication, Diversity, Equity, and Inclusion

Strategy B: Implement Diversity, Equity, and Inclusion (DEI) initiatives to cultivate representation and opportunities for all the members of the community.

Goal 5: Champion Economic Development and Fiscal Sustainability

Strategy A: Identify opportunities for new revenues, enhancement of existing revenues, and exploration of potential funding options to support programs and projects.

PREPARED BY:

Cheryl Ebert, Senior Civil Engineer

REVIEWED BY:

Elias Sassoon, Public Works Director

APPROVED BY:

Barbara Voss, Deputy City Manager

ATTACHED SUPPORTING DOCUMENTS:

1. Title VI Subrecipient Program - 2024 Update



City of El Segundo

TITLE VI PROGRAM

December 2024

Approved by City of El Segundo's City Council

**Mayor Drew Boyles
Mayor Pro Tem Chris Pimentel
Council Member Carol Pirsztuk
Council Member Lance Giroux
Council Member Ryan Baldino**

**350 Main Street
El Segundo, CA 90278
www.elsegundo.org**

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I. INTRODUCTION

The City of El Segundo's Commitment to Civil Rights

Title VI of the Civil Rights Act of 1964 is a Federal law that prohibits recipients and subrecipients of Federal financial assistance from discriminating on the basis of race, color, or national origin in their programs or activities, and obligates Federal funding agencies to enforce compliance. In addition to Title VI, the City also prohibits discrimination based religious creed, ancestry, disability, medical condition, marital status, sex or age.

The City of El Segundo is a subrecipient to the Los Angeles County Metropolitan Transportation Authority (Metro) by way of its Call for Projects grant making process which results in the award of federal funding.

The City of El Segundo operates a demand-response senior/disabled transit service (Dial-A-Ride and Doctor Dial-A-Ride). The City also operates a limited fixed route transit service (Beach Shuttle) that functions primarily as a community service providing residential access to the beach during summer months. The demand-response modes of transportation provides curb-to-curb service for seniors and persons with disabilities who reside in El Segundo.

This report was prepared in accordance with the requirements specified in the Federal Transit Administration (FTA), Circular 4702.1B, "Title VI, Requirements and Guidelines for Federal Transit Administration Recipients," dated October 1, 2012.

The City of El Segundo Community Services and Public Works departments assisted with the development of the City's Title VI Program. The Shuttle / Dial-A-Ride Supervisor is responsible for implementing the Title VI Program. Data was used from the United States Census Bureau, American Community Survey, 2022: ACS 5-Year Estimates Profile Data to prepare the Title VI Program.

II. GENERAL REQUIREMENTS

Notice to the Public

Refer to [Attachment A](#) for Notifying the Public of Rights Under Title VI in English and Spanish.

List of Locations Where Title VI Notice Is Posted

The City of El Segundo notice to the public is currently posted at the following locations:

Location Name	Address	City
City Hall	350 Main Street	El Segundo
Joslyn Center	339 Sheldon Street	El Segundo
Bus Vehicles	Varies	El Segundo
Checkout Building	401 Sheldon Street	El Segundo

The Title VI notice and program information is also provided on the City of El Segundo website www.elsegundo.org

Discrimination Complaint Procedures

The Title VI Complaint form and complaint procedures are available at our administrative offices and on our website.

Refer to [Attachment B](#) for the Title VI Complaint Procedures in English

Refer to [Attachment C](#) for the Title VI Complaint Procedures in Spanish.

Discrimination Complaint Form

Refer to [Attachment D](#) for the Title VI Complaint form in English.

Refer to [Attachment E](#) for the Title VI Complaint form in Spanish.

Active Lawsuits, Complaints or Inquiries Alleging Discrimination

The chart below lists any open/active transit-related Title VI investigations (i.e. discrimination based on race, color and national origin), complaints, and lawsuits against the City of El Segundo, not investigated by FTA. This list will include date that the complaint, investigation, or lawsuit was filed, summary of allegations, status and actions taken by the City of El Segundo in response to the final findings of the complaints, investigations or lawsuits. The list will maintain three (3) years of all Title VI complaints, investigations or lawsuits and will be submitted to the FTA every three (3) years.

As of the writing of this program, there are 0 complaints pending which allege discrimination on the grounds of race, color, or national origin.

Type (Investigation, Lawsuit, Complaint)	Date	Summary of Complaint	Status	Action(s) Taken

III. PUBLIC PARTICIPATION PLAN

Key Principles

The City of El Segundo’s Dial-A-Ride programs has Customer Satisfaction Surveys available to all riders and concerned residents to obtain feedback on the service provided. Dial-A-Ride surveys are available at the Joslyn Center and can be filled out anonymously. The desired outcome of providing a survey is to evaluate the current service, determine where improvements can be made and offer customers the opportunity to provide any feedback regarding the Dial-A-Ride and accessibility programs.

Public Participation Process

- Information on the Dial-A-Ride program is available to the general public at the Joslyn Center, 339 Sheldon Street, El Segundo, CA 90245.
- Information on the Dial-A-Ride program is available on the City of El Segundo’s website. www.elsegundo.org.
- The public will be engaged and City Council approval will be required when the following service changes occur:
 - an increase or decrease in fares is being considered
 - a cut or increase service is being considered
 - a change to the approved service area is considered
- City Council agendas are posted 72 hours in advance of meetings. El Segundo, a General Law City, has a five-member City Council, elected at large to formulate policy for the City.
- City Council meetings are held on the first and third Tuesday of every month at 6:00 p.m. in Council Chambers located in City Hall at 350 Main Street. Public participation and input is encouraged. Meetings may be rescheduled to an alternate date or cancelled by City Council minute action. Please check the City Calendar to note any changes or contact the City Clerk’s Office at (310) 524-2305.
- In El Segundo, persons with Limited English Proficiency (LEP) constitute less than 5% of the total population, therefore specific outreach to the LEP population does not exist. The City of El Segundo works with AARP, Westside Pacific Villages and C.A.S.E. to ensure that residents who are low-income and/ or disabled have knowledge of the City of El Segundo’s Dial-A-Ride program. Information for the Dial-A-Ride is also distributed through the Recreation Department’s Quarterly Activity Guide and posted on the City website.

Public Meetings

A public City Council meeting will be held when the following service changes as described above occur.

Dial-A-Ride will remain open to transport citizens to City Council Meetings as requested, even though the meetings are held after traditional service hours.

The City of El Segundo posts information about City Council meetings on the City’s website. Additionally, City Council notices are posted at:

City Hall
350 Main Street
El Segundo, CA 90245

Community Meetings

Community meetings will be scheduled at critical points during projects or transportation assessments to allow for targeted community input. A community meeting will be scheduled to allow the best opportunity for attendance by the general public, and times most convenient to the general public.

- Convenience and accessibility for minorities, persons with disabilities, and LEP communities by hosting meetings in areas of the City that are accessible by public transit and near the development;
- Meetings scheduled at various times of the day/week to allow for residents to attend and participate, despite work and family obligations;
- Size of the venue and format of the meeting to allow for meaningful dialogue; and
- Engaging meeting materials to facilitate participation.

Marketing Materials

Marketing materials notify the public of community meetings, project updates, and route information will be broadly advertised, in order to seek community input and inform residents. Notifications may be delivered through the following:

- Handouts and information distributed to key destinations (English & Spanish) including the Community Center, City Hall, and El Segundo Public Library;
- Flyers mailed to nearby residents, as related to specific projects;
- City’s webpage www.elsegundo.org;
- Social media conduits; and
- Distribution of marketing materials to special interest and community groups.

Addressing Comments

As a small Dial-A-Ride program, public comments and complaints are addressed individually by the Dial-A-Ride Program Supervisor. Comments or complaints that would lead to a service change are also addressed by the Recreation Department staff, and brought to the City Council for consideration.

Identification of Stakeholders

Our Community Partners:

- Westside Pacific Villages is a grassroots, membership-based and volunteer-driven non-profit that organizes a variety of connections, support and events that empower people to better navigate the changes and opportunities that come with living longer.
- AARP is an interest group focusing on issues affecting the elderly. AARP will assist with financials for the elderly such as tax assistance, insurance and long term care.
- C.A.S.E. – Community Alliance to Support and Empower – a locally organized and operated agency that assists the needy by providing access to a food pantry.

IV. LANGUAGE ASSISTANCE PLAN

Purpose of the Language Assistance Plan

Title VI of the Civil Rights Act of 1964 prohibits discrimination on the basis of race, color, and national origin in programs and activities receiving federal financial assistance. One critical concern addressed by Title VI is the language barrier that Limited English Proficiency (LEP) persons face with respect to accessing information about and using transit service. Transit operators must ensure that this group has adequate access to the agency's programs and activities, including public participation opportunities.

Executive Order 13166, titled "Improving Access to Services for Persons with Limited English Proficiency," forbids funding recipients from "restricting an individual in any way in the enjoyment of any advantage or privilege enjoyed by others receiving any service, financial aid, or other benefit under the program," or from "utilize[ing] criteria or methods of administration which have the effect of subjecting individuals to discrimination because of their race, color, or national origin, or have the effect of defeating or substantially impairing accomplishment of the objectives of the program as respects to individuals of a particular race, color, or national origin."

FTA Circular 4702.1B was developed by the Federal Transit Administration (FTA) and details the administrative and reporting requirements for recipients of FTA financial assistance to comply with Title VI and related executive orders including on LEP.

The United States Department of Transportation (DOT) published guidance that directed its recipients to ensure meaningful access to the benefits, services, information, and other important portions of their programs and activities for LEP customers. The City of El Segundo language assistance plan (LAP) includes two sections. The first section consists of a four factor analysis and implementation plan that complies with the requirements of DOT LEP guidance. The second section of this document discusses the results of the Four-Factor Analysis and the implementation of the Language Assistance Plan.

Improving Access for People with Limited English Proficiency:

In order to ensure meaningful access to programs and activities, the City of El Segundo uses the information obtained in a Four Factor Analysis to determine the specific language services that are appropriate. This analysis helps the City of El Segundo to determine if it communicates effectively with LEP persons and informs language access planning.

The **Four Factor Analysis** is a local assessment that considers:

1. The number or proportion of LEP persons eligible to be served or likely to be encountered by the City's Program;
2. The frequency with which LEP persons come into contact with the City's Program;
3. The nature and importance of the City's Program in people's lives; and
4. The resources available to the City's Program for LEP outreach, as well as the costs associated with that outreach.

Factor 1 - Number of LEP Persons in Service Region:

No LEP communities exist in the City of El Segundo. Demographic data was acquired from the U.S. Census Bureau, American Community Survey, 2018: ACS 5-Year Estimates Data Profiles. Persons with Limited English Proficiency (LEP) constitute fewer than 5% of the total population and less than 1,000 people, therefore the vital documents are not required to be translated into the primary language of the small percentage of residents.

Languages Spoken and English Proficiency	Population Age 5 and Over	Percent of Population Age 5 and Over
All languages	16,380	16,380
English Only	13,918	85.0%
Language other than English	2,462	15.0%
Speak English less than well	509	3.1%
Spanish	1,160	7.1%
Speak English less than well	166	14.3%
Other Indo-European	655	4.0%
Speak English less than well	193	29.5%
Asian and Pacific Islander languages	561	3.4%
Speak English less than well	143	25.5%
Other languages	86	0.5%
Speak English less than well	7	8.1%

Source: U.S. Census Bureau, ACS 5-year 2022

However, to be more inclusive and to potentially outreach to the City’s much larger daytime population, the City is providing vital documents in Spanish as well, due to staff interaction with Spanish speakers.

Factor 2 - Frequency of LEP Use

Since there are no LEP communities in the City of El Segundo, El Segundo Dial-A-Ride staff were surveyed to determine if there were any riders who currently have limited English proficiency. El Segundo Dial-A-Ride reviewed the frequency with which staff and drivers have, or could have, contact with LEP persons. To date, El Segundo Dial-A-Ride staff has had infrequent requests for assistance in languages other than English. One Spanish-speaking rider was determined, and that person has a friend to assist with scheduling rides.

Factor 3: The Importance of Your Program to People’s Lives

The Dial-A-Ride (DAR) program is an affordable program in the community to assist El Segundo residents (primarily our seniors and disabled) by transporting them to and from their destination of choice. The boundaries for DAR are restricted to the City of El Segundo’s residential limits, west of Pacific Coast Highway (PCH), north of El Segundo Boulevard and south of Imperial Highway. DAR operates five days a week, Monday through Friday, between 8:50 a.m. – 3:00 p.m.

The Doctor Dial-A-Ride service transports resident seniors and disabled to and from their doctor appointments. From El Segundo, riders can go as far south as Torrance, east as Hawthorne and as north

as Marina del Rey. Dispatch can schedule riders up to three months in advance from the current month and there is a \$5.00 fee roundtrip or one-way.

The Lunchtime Shuttle is a free service that transports riders from the business side of El Segundo to Downtown El Segundo for lunch. The shuttle runs on a continuous loop to 17 corporate and downtown El Segundo locations.

The Beach Shuttle operates during El Segundo Unified School District's (ESUSD) spring and summer breaks and provides shuttle service on a continuous loop with stops in residential El Segundo and at El Porto Beach. Ridership is free with a valid El Segundo Rec ID for the current year, otherwise it is \$1.00 one-way.

Factor 4: Internal resources for outreach for disadvantaged populations/LEP

Since there are no LEP communities in the City of El Segundo, there are no costs associated with providing language assistance.

Language Assistance Plan

In El Segundo, persons with Limited English Proficiency (LEP) constitute fewer than 5% of the total population, therefore vital documents are not required to be translated into the primary language of the small percentage of residents. However, to be more inclusive and to potentially outreach to the City's much larger daytime population, the City is providing vital documents in Spanish as well.

Minority Representation on Decision Making Bodies

The City of El Segundo does not have any exclusive commission or body directed towards shuttle and dial-a-ride operations. City Council meetings provide the public venue for comments and feedback regarding any fare, service changes, or any other aspect of transit service. The City Council meetings are generally held twice per month and create a venue for our riders and members of the public to have an opportunity to comment publicly regarding shuttle and dial-a-ride services. The City Council is an elected body and racial breakdown is therefore not provided.

Program Specific Requirements

Determination of Site or Location of Facility

Previous FTA funded construction projects did not require land acquisition and/or the displacement of persons from their residences and businesses; therefore the City did not need to conduct a Title VI equity analysis.

Service Standards and Policies

Not Applicable

Grants, Reviews and Certifications

The City of El Segundo has a pending FTA grant in the amount of approximately \$12.5 million for the upcoming Park Place Gap Closure and Grade Separation Project (Project #F9100, 2015 Call for Projects).

The City of El Segundo is also using the Metro Federal Transportation Earmark Exchange Program to use on the upcoming El Segundo Boulevard Improvement Project (Project #E1714).

V. CONTACT

For additional information on the City of El Segundo's Title VI Program, or its efforts to comply with the Civil Rights Act of 1964 or Executive Order 13166 Improving Access to Services for Persons with Limited English Proficiency, please contact:

Dial-A-Ride Supervisor
Recreation, Parks, & Library Department
401 Sheldon Street
El Segundo, CA 90245
(310) 524-2704

Visit www.elsegundo.org for additional information on the City of El Segundo's Title VI program, or its efforts to comply with the Civil Rights.

VI. ADOPTION OF PROGRAM

Refer to Attachment F for City Council approval of current Title VI program.



City of El Segundo

TITLE VI PROGRAM

Attachment A



Notifying the Public of Rights Under Title VI City of El Segundo

The City of El Segundo operates its programs and services without regard to race, color, and national origin in accordance with Title VI of the Civil Rights Act. Any person who believes she or he has been aggrieved by any unlawful discriminatory practice under Title VI may file a complaint with the City of El Segundo, Clerk's Office.

For more information on the City of El Segundo civil rights program, and the procedures to file a complaint, contact 310-524-2307, or visit our administrative office at City Hall, 350 Main Street, El Segundo, CA 90245. For more information, visit:

www.elsegundo.org or email allcityclerks@elsegundo.org

A complainant may file a complaint directly with the Federal Transit Administration by filing a complaint with the Office of Civil Rights, Attention: Title VI Program Coordinator, East Building, 5th Floor-TCR, 1200 New Jersey Ave., SE, Washington, DC 20590
If information is needed in another language, contact 310-524-2300.

Notificar al público de los derechos bajo el título VI City of El Segundo

City of El Segundo opera sus programas y servicios sin respecto a raza, color y origen nacional con arreglo al título VI de la Civil Ley de derechos. Cualquier persona que cree que él o ella ha sido agraviado por cualquier práctica discriminatoria ilegal bajo el título VI puede presentar una queja con City of El Segundo, Clerk's Office

Para obtener más información sobre el programa derechos civiles capaz de industrias y el procedimientos para presentar una queja, llame al (559) 651-8150, o visite nuestra oficina administrativa en 350 Main Street, El Segundo, CA 90245. Para más información, visite

www.elsegundo.org o allcityclerks@elsegundo.org

Un demandante puede presentar una queja directamente con el Federal Transit Administration por archivar una queja con la Office of Civil Rights,
Atención: Title VI Program Coordinator, East Building, 5th Floor-TCR,
1200 New Jersey Ave., SE, Washington, DC 20590
Si se necesita información en otro idioma, contacte al 310-524-2300.



City of El Segundo

TITLE VI PROGRAM

Attachment B



CITY OF EL SEGUNDO TITLE VI COMPLAINT PROCEDURES

Procedures: As a subrecipient of federal dollars, the City of El Segundo is required to comply with Title VI of the Civil Rights Act of 1964 and ensure that services and benefits are provided on a non-discriminatory basis. The City of El Segundo has in place a Title VI Complaint Procedure, which outlines a process for local disposition of Title VI complaints and is consistent with guidelines found in the Federal Transit Administration Circular 4702.1B, dated October 1, 2012.

Any person who believes she or he has been discriminated against on the basis of race, color, or national origin, religious creed, ancestry, disability, medical condition, marital status, sex or age by the City of El Segundo may file a Title VI complaint by completing and submitting the agency's Title VI Complaint Form, online at: <http://www.elsegundo.org/government/title-vi-program>

Once completed, the complaint should be forwarded to:

**City of El Segundo
City Clerk's Office
350 Main Street
El Segundo, CA 90245**

City of El Segundo investigates complaints received no more than 180 days after the alleged incident. City of El Segundo will only process complaints that are complete.

Within 10 business days of receiving the complaint, the City of El Segundo will review it to determine if our office has jurisdiction. The complainant will receive an acknowledgement letter informing her/him whether the complaint will be investigated by our office. The City of El Segundo has 30 days to investigate the complaint. The complainant will be notified in writing of the cause to any planned extension to the 30-day rule.

If more information is needed to resolve the case, the City of El Segundo may contact the complainant. The complainant has 10 business days from the date of the letter to send requested information to the investigator assigned to the case. If the investigator is not contacted by the complainant or does not receive the additional information within 10 business days the City of El Segundo may administratively close the case.

A case may be administratively closed also if the complainant no longer wishes to pursue their case. After the investigator reviews the complaint, she/he will issue one of two letters to the complainant: a closure letter or a letter of finding (LOF). A closure letter summarizes the allegations and states that there was not a Title VI violation and that the case will be closed. A LOF summarizes the allegations of the alleged incident, states that the investigation of the complaint is complete, concludes whether allegations were founded/unfounded, and explains that appropriate action has been taken by the City. If the complainant wishes to appeal the decision, she/he has 10 business days after the date of the letter or the LOF to do so. A person may also file a complaint directly with the Federal Transit Administration, at:

**FTA Office of Civil Rights
1200 New Jersey Avenue SE
Washington, DC 20590**



City of El Segundo

TITLE VI PROGRAM

Attachment C



PROCEDIMIENTOS DE QUEJA DEL TÍTULO VI DE LA CIUDAD DE EL SEGUNDO

Procedimientos: Como subreceptante de dólares federales, la Ciudad de El Segundo está obligada a cumplir con el Título VI de la Ley de Derechos Civiles de 1964 y asegurar que los servicios y beneficios se proporcionan de manera no discriminatoria. La ciudad de El Segundo tiene en marcha un Procedimiento de Quejas del Título VI, que describe un proceso para la disposición local de las quejas del Título VI y es consistente con las pautas que se encuentran en la Circular 4702.1B de la Administración Federal de Tránsito, de fecha 1 de octubre de 2012.

Cualquier persona que crea que ha sido discriminada por motivos de raza, color u origen nacional, sexo, edad, discapacidad, religión, afección médica, estado civil u orientación sexual credo religioso, ascendencia, discapacidad, afección médica, estado civil, sexo o edad de la Ciudad de El Segundo pueden presentar una queja de Título VI completando y enviando el Formulario de queja de Título VI de la agencia, en línea en:

<http://www.elsegundo.org/government/title-vi-program>

Una vez completada, la queja debe ser remitida a:

**Ciudad de El Segundo
Oficina del Secretario de la Ciudad
350 Main Street
El Segundo, CA 90245**

La ciudad de El Segundo investiga las denuncias recibidas no más de 180 días después del supuesto incidente. La ciudad de El Segundo solo procesará las quejas que estén completas.

Dentro de los 10 días hábiles siguientes a la recepción de la queja, la Ciudad de El Segundo la revisará para determinar si nuestra oficina tiene jurisdicción. El reclamante recibirá una carta de acuse de recibo informándole si la queja será investigada por nuestra oficina. La Ciudad de El Segundo tiene 30 días para investigar la denuncia. El reclamante será notificado por escrito de la causa a cualquier extensión prevista a la regla de 30 días.

Si se necesita más información para resolver el caso, la ciudad de El Segundo puede ponerse en contacto con el denunciante. El reclamante tiene 10 días hábiles a partir de la fecha de la carta para enviar la información solicitada al investigador asignado al caso. Si el investigador no es contactado por el denunciante o no recibe la información adicional dentro de los 10 días hábiles, la Ciudad de El Segundo puede cerrar administrativamente el caso.

Un caso también puede cerrarse administrativamente también si el reclamante ya no desea continuar con su caso. Después de que el investigador revise la queja, emitirá una de dos cartas al reclamante: una carta de cierre o una carta de hallazgo (LOF). Una carta de cierre resume las alegaciones y afirma que no hubo una violación del Título VI y que el caso se cerrará. Una LOF resume las alegaciones del presunto incidente, declara que la investigación de la denuncia está completa, concluye si las alegaciones fueron fundadas / infundadas y explica que la Ciudad ha tomado las medidas adecuadas. Si el reclamante desea apelar la decisión, tiene 10 días hábiles después de la fecha de la carta o la LOF para hacerlo. Una persona también puede presentar una queja directamente ante la Administración Federal de Tránsito, en:

**Oficina de Derechos Civiles del TLC
1200 New Jersey Avenue SE
Washington, DC 20590**



City of El Segundo

TITLE VI PROGRAM

Attachment D



TITLE VI COMPLAINT FORM

Section I: Please write legibly			
1. Name:			
2. Address:			
3. Telephone:	3.a. Secondary Phone (Optional):		
4. Email Address:			
5. Accessible Format Requirements?	<input type="checkbox"/> Large Print	<input type="checkbox"/> Audio Tape	
	<input type="checkbox"/> TDD	<input type="checkbox"/> Other	
Section II:			
6. Are you filing this complaint on your own behalf?	YES*	NO	
*If you answered "yes" to #6, go to Section III.			
7. If you answered "no" to #6, what is the name of the person for whom you are filing this complaint? Name:			
8. What is your relationship with this individual:			
9. Please explain why you have filed for a third party:			
10. Please confirm that you have obtained permission of the aggrieved party to file on their behalf.	YES	NO	
Section III:			
11. I believe the discrimination I experienced was based on (check all that apply):			
<input type="checkbox"/> Race	<input type="checkbox"/> Color	<input type="checkbox"/> National Origin	<input type="checkbox"/> Other
12. Date of alleged discrimination: (mm/dd/yyyy)			
13. Explain as clearly as possible what happened and why you believe you were discriminated against. Describe all persons who were involved. Include the name and contact information of the person(s) who discriminated against you (if known), as well as names and contact information of any witnesses. If more space is needed, please attach additional sheets of paper.			



TITLE VI COMPLAINT FORM

Section IV:		
14. Have you previously filed a Title VI complaint with the City of El Segundo?	YES	NO
Section V:		
15. Have you filed this complaint with any other Federal, State, or local agency, or with any Federal or State court? <input type="checkbox"/> YES* <input type="checkbox"/> NO If yes, check all that apply: <input type="checkbox"/> Federal Agency _____ <input type="checkbox"/> State Agency _____ <input type="checkbox"/> Federal Court _____ <input type="checkbox"/> Local Agency _____ <input type="checkbox"/> State Court _____		
16. If you answered "yes" to #15, provide information about a contact person at the agency/court where the complaint was filed.		
Name:		
Title:		
Agency:		
Address:		
Telephone:		Email:
Section VI:		
Name of Transit Agency complaint is against:		
Contact Person:		
Telephone:		

You may attach any written materials or other information that you think is relevant to your complaint.

Signature and date are required below to complete form:

Signature _____ Date _____

Please submit this form in person or mail this form to the address below:

City of El Segundo, City Clerk's Office
350 Main Street
El Segundo, CA 90245



City of El Segundo

TITLE VI PROGRAM

Attachment E



FORMULARIO DE QUEJA DEL TÍTULO VI

Sección I: Por favor, escriba legiblemente			
1. Nombre:			
2. Dirección:			
3. Teléfono:	3.a. Teléfono secundario (opcional):		
4. Dirección de correo electrónico:			
5. ¿Requisitos de formato accesible?	<input type="checkbox"/> Impresión grande	<input type="checkbox"/> Cinta de audio	
	<input type="checkbox"/> TDD	<input type="checkbox"/> Otros	
Sección II:			
6. ¿Está presentando esta queja en su propio nombre?	Sí*	No	
*Si respondió "sí" a #6, vaya a la Sección III.			
7. Si respondió "no" a #6, ¿cuál es el nombre de la persona para la que está presentando esta queja? Nombre:			
8. ¿Cuál es su relación con este individuo:			
9. Por favor explique por qué ha presentado una pregunta para un tercero:			
10. Confirme que ha obtenido el permiso de la parte agraviada para presentar su nombre.	Sí	No	
Sección III:			
11. Creo que la discriminación que experimenté se basó en (marque todas las que correspondan):			
<input type="checkbox"/> Raza	<input type="checkbox"/> Color	<input type="checkbox"/> Origen nacional	<input type="checkbox"/> Otros
12. Fecha de la presunta discriminación: (mm/dd/aaaa)			
13. Explique lo más claramente posible lo que sucedió y por qué cree que fue discriminado. Describa a todas las personas involucradas. Incluya el nombre y la información de contacto de la(s) persona(s) que lo discriminó (si se conoce), así como los nombres y la información de contacto de cualquier testigo. Si se necesita más espacio, adjunte hojas de papel adicionales.			



FORMULARIO DE QUEJA DEL TÍTULO VI

Sección IV:		
14. ¿Ha presentado previamente una queja del Título VI ante el Ayuntamiento de El Segundo?	Sí	No
Sección V:		
15. ¿Ha presentado esta queja ante cualquier otra agencia federal, estatal o local, o ante cualquier tribunal federal o estatal? [] Sí* [] NO En caso afirmativo, marque todas las que correspondan: [] Agencia Federal _____ [] Agencia Estatal _____ [] Tribunal Federal _____ [] Agencia Local _____ [] Tribunal de Estado _____		
16. Si respondió "sí" a #15, proporcione información sobre una persona de contacto en la agencia/tribunal donde se presentó la queja.		
Nombre:		
Título:		
Agencia:		
Dirección:		
Teléfono:		Correo electrónico:
Sección VI:		
El nombre de la queja de la Agencia de Tránsito está en contra de:		
Persona de contacto:		
Teléfono:		

Puede adjuntar cualquier material escrito u otra información que crea que es relevante para su queja.

La firma y la fecha se requieren a continuación para completar el formulario:

Signature _____ Date _____

Por favor envíe este formulario en persona o envíe este formulario a la siguiente dirección:

Ciudad de El Segundo, Oficina del Secretario de la Ciudad
350 Main Street
El Segundo, CA 90245



City of El Segundo

TITLE VI PROGRAM

Attachment F



City Council Agenda Statement

Meeting Date: December 3, 2024

Agenda Heading: Consent

Item Number: B.9

TITLE:

Safe Clean Water Program Transfer Agreement with the Los Angeles County Flood Control District for Fund Disbursement

RECOMMENDATION:

1. Adopt a resolution approving the transfer agreement with the Los Angeles County Flood Control District to enable a funding disbursement to the City under the Safe Clean Water Program and authorize the City Manager to execute the transfer agreement, in a form acceptable to the City Attorney or designee.
2. Alternatively, discuss and take other action related to this item.

FISCAL IMPACT:

There is no fiscal impact on executing the Transfer Agreement. The grant revenue of approximately \$600,000 annually will be earmarked for the City for projects and programs that improve storm-water quality primarily.

BACKGROUND:

In November 2018, voters in Los Angeles County successfully passed Measure W creating the Safe Clean Water Program (the "Program") which provides local, dedicated funding for storm-water and urban runoff to increase our local water supply, improve water quality, and protect public health. Measure W imposed a Special Parcel Tax upon parcels within the boundaries of Los Angeles County Flood Control District (the "District") at the rate of two and one-half (2.5) cents per square foot of impermeable area (except as exempted). The District uses the special parcel tax revenues to pay for the costs and expenses of carrying out projects and programs to increase storm-water or urban runoff capture or reduce storm-water or urban runoff pollution in the District. To do this, the District allocates revenues derived from the special parcel tax as follows:

Safe Clean Water Program Annual Disbursement

December 3, 2024

Page 2 of 3

1. Ten percent (10%) is allocated to the District for implementation and administration of programs and projects.
2. Forty percent (40%) is allocated to municipalities in the district, in the same proportion as the amount of revenues collected by the municipality.
3. Fifty percent (50%) is allocated to pay for the implementation, operation and maintenance, and the administration of projects and programs implemented through regional programs.

Municipalities, such as the City of El Segundo, that receive the 40% direct funding (local return) have maximum flexibility to address local storm-water and urban runoff challenges and opportunities. Funding can be used for eligible activities such as project development, design, construction, effectiveness monitoring, operations and maintenance, as well as other regional projects, programs and studies to protect and improve water quality.

District Code § 16.05.A.1 requires all municipalities to enter into a so-called Transfer Agreement to allow the disbursement of Program funds to the municipality.

DISCUSSION:

In August 2020, City Council authorized the City Manager to execute a Transfer Agreement between the District and the City of El Segundo for the Program's municipal disbursement. The Transfer Agreement expired on June 30, 2024.

The District provided a new Transfer Agreement in August 2024 that is set to expire on June 30, 2028. The City must enter into this agreement with the District to be eligible to receive municipal Program funds.

The District has collected the special parcel tax and is prepared to distribute after the Transfer Agreement is executed, with an estimated annual revenue to the City of El Segundo of \$600,000. City staff submit annual plans to the District and generally use half of the funds in the Dominguez Channel Watershed (area east of PCH) and the other half in the Santa Monica Bay Watershed (area west of PCH). Municipalities shall be able to carry over uncommitted funds for up to five (5) years from the end of the fiscal year for larger projects the municipality may be planning. Any lapsed funds shall be returned to the District to be reallocated to projects or programs that benefit that municipality or watershed area.

Staff respectfully recommends Council authorize the City Manager to execute the Transfer Agreement between the Los Angeles County Flood Control District and El Segundo, Agreement No. 2024MP26, Safe, Clean Water Program – Municipal Program.

Safe Clean Water Program Annual Disbursement

December 3, 2024

Page 3 of 3

CITY STRATEGIC PLAN COMPLIANCE:

Goal 1: Develop and Maintain Quality Infrastructure and Technology

Strategy A: Seek opportunities to implement and expedite the projects in the Capital Improvement Program and ensure that City-owned infrastructure is well maintained, including streets, entryways, and facilities.

Strategy B: Seek opportunities to implement the use of innovative technology to improve services, efficiency, and transparency.

Goal 5: Champion Economic Development and Fiscal Sustainability

Strategy A: Identify opportunities for new revenues, enhancement of existing revenues, and exploration of potential funding options to support programs and projects.

Strategy B: Utilize the City's long-term financial plan to make financial decisions that support the goals of the strategic plan.

Strategy C: Implement strategic initiatives to attract new businesses and foster business to business networking and collaboration to retain and grow existing businesses.

Strategy D: Implement community planning, land use, and enforcement policies that encourage growth while preserving El Segundo's quality of life and small-town character.

PREPARED BY:

Cheryl Ebert, Senior Civil Engineer

REVIEWED BY:

Elias Sassoon, Public Works Director

APPROVED BY:

Barbara Voss, Deputy City Manager

ATTACHED SUPPORTING DOCUMENTS:

1. 2024MP26_Transfer Agreement
2. SCW Resolution_El Segundo clean

**TRANSFER AGREEMENT BETWEEN
 THE LOS ANGELES COUNTY FLOOD CONTROL DISTRICT AND EL SEGUNDO
 AGREEMENT NO. 2024MP26
 SAFE, CLEAN WATER PROGRAM – MUNICIPAL PROGRAM**

This Transfer Agreement, hereinafter referred to as "Agreement," is entered into as of

_____ by and between the Los Angeles County Flood Control District, hereinafter referred to as "District," and El Segundo, hereinafter referred to as "Municipality."

WHEREAS, District, pursuant to the Los Angeles Region Safe, Clean Water (SCW) Program ordinance (Chapter 16 of the Los Angeles County Flood Control District Code) and the SCW Program Implementation Ordinance (Chapter 18 of the Los Angeles County Flood Control District Code), administers the SCW Program for the purpose of funding Projects and Programs to increase stormwater and urban runoff capture and reduce stormwater and urban runoff pollution in the District;

WHEREAS, pursuant to Section 16.04.A.2. of the Los Angeles County Flood Control District Code, forty percent (40%) of annual SCW Program tax revenues shall be allocated to Municipalities within the District, in the same proportion as the amount of revenues collected within each Municipality, to be expended by those cities within the cities' respective jurisdictions and by the County within the unincorporated areas that are within the boundaries of the District, for the implementation, operation and maintenance, and administration of Projects and Programs, in accordance with the criteria and procedures established in this Chapters 16 and 18 of the Los Angeles County Flood Control District Code;

WHEREAS, pursuant to Section 16.05.A.1. of the Los Angeles County Flood Control District Code, prior to their receipt of SCW Program funds, Municipalities must enter into an agreement with the District to transfer SCW Program funds;

WHEREAS, the County of Los Angeles Board of Supervisors has approved a standard template Agreement, as required by and in accordance with Section 18.09 of the Los Angeles County Flood Control District Code, for the transfer of SCW Program funds to Municipalities.

NOW, THEREFORE, in consideration of the promises, mutual representations, covenants and agreements in this Agreement, the District and the Municipality, each binding itself, its successors and assigns, do mutually promise, covenant, and agree as follows:

I. DEFINITIONS

The definitions set forth in Sections 16.03 and 18.02 of the Los Angeles County Flood Control District Code shall apply to this Agreement. In addition, the following definitions shall also apply:

"Agreement" means this Transfer Agreement, including all exhibits and attachments hereto.

"Annual Plan" means the plan referred to in Section 18.09.B.5 of the Code that includes the contents specified in Exhibit A.

"Code" means the Los Angeles County Flood Control District Code. "Days" means calendar days unless otherwise expressly indicated.

"Fiscal Year" means the period of twelve (12) months terminating on June 30 of any year.

"Safe Clean Water (SCW) Program Payment" means the Municipality's annual allocation of SCW Program funds as described in Section 16.04.A.2. of the Code disbursed by the District to the Municipality.

"Year" means calendar year unless otherwise expressly indicated.

II. PARTY CONTACTS

The District and the Municipality designate the following individuals as the primary points of contact and communication regarding the Municipal Program and the administration and implementation of this Agreement.

Los Angeles County Flood Control District		Municipality: El Segundo	
Name:	Haris Harouny	Name:	
Address:	900 S Fremont Ave, Alhambra, CA 91803	Address:	
Phone:	(626) 300-2620	Phone:	

Email: hharouny@dpw.lacounty.gov	Email:
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Either party to this Agreement may change the individual identified as the primary point of contact above by providing written notice of the change to the other party.

III. EXHIBITS INCORPORATED BY REFERENCE

The following exhibits to this Agreement, including any amendments and supplements hereto, are hereby incorporated herein and made a part of this Agreement:

- EXHIBIT A – ANNUAL PLAN CONTENTS
- EXHIBIT B – GENERAL TERMS AND CONDITIONS
- EXHIBIT C – NATURE-BASED SOLUTIONS (Best Management Practices)
- EXHIBIT D – OPERATIONS AND MAINTENANCE GUIDANCE DOCUMENT

IV. MUNICIPAL PROGRAM IMPLEMENTATION

- A. The Municipality shall annually prepare and submit to the District, an Annual Plan. The Annual Plan shall be submitted not later than 90-days prior to the start of the Fiscal Year for which the Plan is prepared.
- B. The Municipality shall utilize the SCW Program Payments in compliance with Chapters 16 and 18 of the Code.
- C. The Municipality shall comply with the terms and conditions in Exhibits B, C, and D, of this Agreement, and all applicable provisions of Chapters 16 and 18 of the Code, specifically including, without limitation, Section 18.06.

V. SCW PROGRAM PAYMENTS TO MUNICIPALITIES

- A. SCW Program Payments will generally be available for disbursement by December 31, provided a duly executed transfer agreement is in effect and subject to the Municipality's compliance with the conditions described in paragraph B, below; however the District may, in its discretion, change the date and number of the actual disbursements for any Fiscal Year based on the amount and timing of revenues actually collected by the District.
- B. The District shall disburse the Municipality's SCW Program Payment upon satisfaction of the following conditions: (1) the District has received the Annual Progress/Expenditure Report required pursuant to Section 18.06.D of the Code; (2) the District has received Municipality's Annual Plan for that Fiscal Year, and (3) the Municipality has complied with the audit requirements of Section B-6 of Exhibit B.
- C. Notwithstanding any other provision of this Agreement, no disbursement shall be made at any time or in any manner that is in violation of or in conflict with federal, state, County laws, policies, or regulations.
- D. All disbursements shall be subject to and be made in accordance with the terms and conditions in this Agreement and Chapters 16 and 18 of the Code.

VI. TERM OF AGREEMENT

This Agreement shall expire at the end of the 2027-28 Fiscal Year. The parties shall thereafter enter into a new agreement based on the most recent standard template agreement approved by the Board.

VII. EXECUTION OF AGREEMENT

This Agreement may be executed simultaneously or in any number of counterparts, including both counterparts that are executed manually on paper and counterparts that are in form of electronic records and are executed electronically, whether digital or encrypted, each of which shall be deemed an original and together shall constitute one and the same instrument.

The District and the Municipality hereby agree to regard facsimile/electronic representations of original signatures of authorized officers of each party, when appearing in appropriate places on this Agreement and on any addenda or amendments thereto, delivered or sent via facsimile or electronic mail or other electronic means, as legally sufficient evidence that such original signatures have been affixed to this Agreement and any addenda or amendments thereto such that the parties need not follow up facsimile/electronic transmissions of such documents with subsequent (non-facsimile/electronic) transmission of "original" versions of such documents.

Further, the District and the Municipality: (i) agree that an electronic signature of any party may be used to authenticate this Agreement or any addenda or amendment thereto, and if used, will have the same force and effect as a manual signature; (ii) acknowledge that if an electronic signature is used, the other party will rely on such signature as binding the party using signature, and (iii) hereby waive any defenses to the enforcement of the terms of this agreement based on the foregoing forms of signature.

IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto.

By: _____

Name:

Title:

Date: _____

LOS ANGELES COUNTY
FLOOD CONTROL DISTRICT:

By: _____

Name:

Title:

Date: _____

EXHIBIT A – ANNUAL PLAN CONTENTS

- A-1. Description of all projects anticipated to be funded using the SCW Program Payment. Include a discussion of how the projects will result in the achievement of one or more SCW Program Goals, including quantitative targets and corresponding metrics for subsequent reporting of all applicable parameters.
- A-2. Description of all programs anticipated to be funded using the SCW Program Payment. Include a discussion of how the programs will result in the achievement of one or more SCW Program Goals; including quantitative targets and corresponding metrics for subsequent reporting of all applicable parameters.
- A-3. Description of all operation and maintenance activities anticipated to be funded using the SCW Program Payment. Include a discussion of how those activities will result in the achievement of one or more SCW Program Goals. Additional operation and maintenance activities, even if funded by other sources, should be referenced to provide an overview of anticipated overall project approach.
- A-4. Description of the stakeholder and community outreach/engagement activities anticipated to be funded with the SCW Program Payment, including discussion of how local NGOs or CBOs will be involved, if applicable, and if not, why. Additional outreach/engagement activities, even if funded by other sources, should be referenced to provide an overview of anticipated overall project approach.
- A-5. Description of post-construction monitoring for projects completed using the SCW Program Payment. Additional post-construction monitoring activities, even if funded by other sources, should be referenced to provide an overview of anticipated overall project approach.
- A-6. Provide the status of any projects that have been awarded (or are seeking award of) Institute for Sustainable Infrastructure (ISI) verification, if applicable.
- A-7. Provide the budget for the activities described in provisions A1 through A-5 SCW Program Payment.

EXHIBIT B – GENERAL TERMS AND CONDITIONS

B-1. Accounting and Deposit of Funding Disbursement

1. SCW Program Payments distributed to the Municipality shall be held in a separate interest-bearing account and shall not be combined with other funds. Interest earned from each account shall be used by the Municipality only for eligible expenditures consistent with the requirements of the SCW Program.
2. The Municipality shall not be entitled to interest earned on undisbursed SCW Program Payments; interest earned prior to disbursement is property of the District.
3. The Municipality shall operate in accordance with Generally Accepted Accounting Principles (GAAP).
4. The Municipality shall be strictly accountable for all funds, receipts, and disbursements for their SCW Program Payment.

B-2. Acknowledgement of Credit and Signage

The Municipality shall include appropriate acknowledgement of credit to the District's Safe, Clean Water Program for its support when promoting activities funded with SCW Program funds or using any data and/or information developed SCW Program funds. When the SCW Program Payment is used, in whole or in part, for construction of an infrastructure Project, signage shall be posted in a prominent location at Project site(s) or at the Municipality's headquarters and shall include the Safe, Clean Water Program color logo and the following disclosure statement: "Funding for this project has been provided in full or in part from the Los Angeles County Flood Control District's Safe, Clean Water Program." At a minimum the sign shall be 2' x 3' in size. The Municipality shall also include in each of its contracts for work under this Agreement a provision that incorporates the requirements stated within this paragraph.

When the SCW Program Payment is used, in whole or in part, for a scientific study, the Municipality shall include the following statement in the study report: "Funding for this study has been provided in full or in part from the Los Angeles County Flood Control District's Safe, Clean Water Program." The Municipality shall also include in each of its contracts for work under this Agreement a provision that incorporates the requirements stated within this paragraph.

B-3. Acquisition of Real Property - Covenant

Any real property acquired in whole or in part with SCW Program funds shall be used for Projects and Programs that are consistent with the SCW Program Goals and with the provisions of Chapter 16 and 18 of the Code.

Any Municipality that acquires the fee title to real property using, in whole or in part, SCW Program funds shall record a document in the office of the Registrar-Recorder/County

Clerk containing a covenant not to sell or otherwise convey the real property without the prior express written consent of the District, which consent shall not be unreasonably withheld.

B-4. Amendment

Except as provided in Section II of the Agreement, no amendment or variation of the terms of this Agreement shall be valid unless made in writing and signed by the parties. No oral or written understanding or agreement not incorporated in this Agreement is binding on any of the parties.

B-5. Assignment

The Municipality shall not assign this Agreement.

B-6. Audit and Recordkeeping

1. The Municipality shall retain for a period of seven (7) years, all records necessary in accordance with Generally Accepted Accounting Principles to determine the amounts expended, and eligibility of Projects implemented using SCW Program Payments. The Municipality, upon demand by authorized representatives of the District, shall make such records available for examination and review or audit by the District or its authorized representatives. Records shall include accounting records, written policies and procedures, contract files, original estimates, correspondence, change order files, including documentation covering negotiated settlements, invoices, and any other supporting evidence deemed necessary to substantiate charges related to SCW Program Payments and expenditures.
2. The Municipality is responsible for obtaining an independent audit to determine compliance with the terms and conditions of this Agreement and all requirements applicable to the Municipality contained in chapters 16 and 18 of the Code. Municipality shall obtain an independent audit of their SCW Program Payments every three (3) years. Audits shall be funded with Municipal Program funds.
3. Municipality shall file a copy of all audit reports by the ninth (9th) month from the end of each three (3) year period

to detail the preceding three (3) years of expenditures. Audit reports shall be posted on the District's publicly accessible website. Due date example below.

Every Third Fiscal Year		
Fiscal Year	Audit Begins	Audit Report Due to District
2023-24	7/1/2027	No later than 3/31/2028

4. Upon reasonable advanced request, the Municipality shall permit the Chief Engineer to examine the infrastructure Projects using SCW Program Payments. The Municipality shall permit the authorized District representative, including the Auditor-Controller, to examine, review, audit, and transcribe any and all audit reports, other reports, books, accounts, papers, maps, and other records that relate to the SCW Program Payments. Examination activities are considered District administration of the SCW Program.
5. Expenditures determined by an audit to be in violation of any provision of Chapters 16 or 18 of the Code, or of this Agreement, shall be subject to the enforcement and remedy provisions of Section 18.14 of the Code.

B-7. Availability of Funds

District's obligation to disburse the SCW Program Payment is contingent upon the availability of sufficient funds to permit the disbursements provided for herein. If sufficient funds are not available for any reason including, but not limited to, failure to fund allocations necessary for disbursement of the SCW Program Payment, the District shall not be obligated to make any disbursements to the Municipality under this Agreement. This provision shall be construed as a condition precedent to the obligation of the District to make any disbursements under this Agreement. Nothing in this Agreement shall be construed to provide the Municipality with a right of priority for disbursement over any other Municipality. If any disbursements due to the Municipality under this Agreement are deferred because sufficient funds are unavailable, it is the intention of the District that such disbursement will be made to the Municipality when sufficient funds do become available, but this intention is not binding. If this Agreement's funding for any Fiscal Year is reduced or deleted by order of the Board, the District shall have the option to either cancel this Agreement with no liability occurring to the District or offer an amendment to the Municipality to reflect the reduced amount.

B-8. Choice of Law

The laws of the State of California govern this Agreement.

B-9. Claims

Any claim of the Municipality is limited to the rights, remedies, and claims procedures provided to the Municipality under this Agreement. Municipal expenditures of a SCW Program Payment that involves the District shall utilize a separate and specific agreement to that Project that includes appropriate indemnification superseding that in this Agreement.

B-10. Compliance with SCW Program

The Municipality shall comply with and require its contractors and subcontractors to comply with all provisions of Chapters 16 and 18 of the Code.

B-11. Compliance with Law, Regulations, etc.

The Municipality shall, at all times, comply with and require its contractors and subcontractors to comply with all applicable local, state and federal laws, rules, guidelines, regulations, and requirements.

B-12. Continuous Use of Municipal Projects; Lease or Disposal of Municipal Projects

The Municipality shall not abandon, substantially discontinue use of, lease, or dispose of all or a significant part or portion of any Project funded in whole or in part with SCW Program Payments during the useful life (defined as 30 years unless specified otherwise in annual plans and subsequent reports) of the Project without prior written approval of the District. Such approval may be conditioned as determined to be appropriate by the District, including a condition requiring repayment of a pro rata amount of the SCW Program Payments used to fund the Project together with interest on said amount accruing from the date of lease or disposal of the Project.

B-13. Disputes

Should a dispute arise between the parties, the party asserting the dispute will notify the other parties in writing of the dispute. The parties will then meet and confer within 21 calendar days of the notice in a good faith attempt to resolve the dispute.

If the matter has not been resolved through the process set forth in the preceding paragraph, any party may initiate mediation of the dispute. Mediation will be before a retired judge or mediation service mutually agreeable to the parties.

All costs of the mediation, including mediator fees, will be paid one-half by the District and one-half by the Municipality. SCW Program Payments shall not be used to pay for any costs of the mediation.

The parties will attempt to resolve any dispute through the process set forth above before filing any action relating to the dispute in any court of law.

B-14. Final Inspection and Certification of Registered Professional

Upon completion of the design phase and before construction of a project, the Municipality shall provide certification by a California Registered Professional (i.e., Professional Civil Engineer, Engineering Geologist) that the design has been completed.

Upon completion of the project, the Municipality shall provide for a final inspection and certification by a California Registered Professional (i.e., Professional Civil Engineer, Engineering Geologist), that the Project has been completed in accordance with submitted final plans and specifications and any modifications thereto and in accordance with this Agreement.

B-15. Force Majeure.

In the event that Municipality is delayed or hindered from the performance of any act required hereunder by reason of strikes, lockouts, labor troubles, inability to procure materials not related to the price thereof, riots, insurrection, war, or other reasons of a like nature beyond the control of the Municipality, then performance of such acts shall be excused for the period of the delay, and the period for the performance of any such act shall be extended for a period equivalent to the period of such delay.

B-16. Funding Considerations and Exclusions

1. All expenditures of SCW Program Payments by Municipality must comply with the provisions of Chapters 16 and 18 of the Los Angeles County Flood Control District Code, including but not limited to the provisions regarding eligible expenditures contained in Section 16.05.A.2 and the provision regarding ineligible expenditures contained in Section 16.05.A.3.
2. SCW Program Payments shall not be used in connection with any Project implemented as an Enhanced Compliance Action ("ECA") and/or Supplemental Environmental Project ("SEP") as defined by State Water Resources Control Board Office of Enforcement written policies, or any other Project implemented pursuant to the settlement of an enforcement action or to offset monetary penalties imposed by the State Water Resources Control Board, a Regional Water Quality Control Board, or any other regulatory authority; provided, however, that SCW funds may be used for a Project implemented pursuant to a time schedule order ("TSO") issued by the Los Angeles Regional Water Quality Control Board if, at the time the TSO was issued, the Project was included in an approved watershed management program (including enhanced watershed management programs) developed pursuant to the MS4 Permit.

B-17. Indemnification

The Municipality shall indemnify, defend and hold harmless the District, the County of Los Angeles and their elected and appointed officials, agents, and employees from and against any and all liability and expense, including defense costs, legal fees, claims, actions, and causes of action for damages of any nature whatsoever, including but not limited to bodily injury, death, personal injury, or property damage, arising from or in conjunction with: (1) any Project or Program implemented by the Municipality, in whole or in part, with SCW Program Payments or (2) any breach of this Agreement by the Municipality.

B-18. Independent Actor

The Municipality, and its agents and employees, if any, in the performance of this Agreement, shall act in an independent capacity and not as officers, employees, or agents of the District.

The Municipality shall not contract work with a contractor who is in a period of debarment from any agency within the District. (LACC Chapter 2.202)

B-19. Integration

This is an integrated Agreement. This Agreement is intended to be a full and complete statement of the terms of the agreement between the District and Municipality, and expressly supersedes any and all prior oral or written agreements, covenants, representations and warranties, express or implied, concerning the subject matter of this Agreement.

B-20. Lapsed Funds

1. The Municipality shall be able to carry over uncommitted SCW Program Payments for up to five (5) years from

- the end of the fiscal year in which those funds are transferred from the District to the Municipality.
2. If the Municipality is unable to expend the SCW Program Payment within five (5) years from the end of the fiscal year in which those funds are transferred from the District to the Municipality, then lapsed funding procedures will apply. Lapsed funds are funds that were transferred to the Municipality but were not committed to eligible expenditures by the end of the fifth (5th) fiscal year after the fiscal year in which those funds were transferred from the District.
 3. Lapsed funds shall be allocated by the Watershed Area Steering Committee of the respective Watershed Area to a new Project with benefit to that Municipality, if feasible in a reasonable time frame, or otherwise to the Watershed Area.
 4. In the event that funds are to lapse, due to circumstances beyond the Municipality's control, then the Municipality may request an extension of up to twelve (12) months in which to commit the funds to eligible expenditures. Extension Requests must contain sufficient justification and be submitted to the District in writing no later than three (3) months before the funds are to lapse.
 5. The decision to grant an extension is at the sole discretion of the District.
 6. Funds still uncommitted to eligible expenditures after an extension is granted will be subject to lapsed funding procedures without exception. Example Below.

Fiscal Year Transferred	Funds Lapse After	Extension Request Due	Commit By
2019-20	6/30/2025	No later than 3/31/2025	No later than 6/30/2026

B-21. Municipal Project Access

Upon reasonable advance request, the Municipality shall ensure that the District or any authorized representative, will have safe and suitable access to the site of any Project implemented by the Municipality in whole or in part with SCW Program Payments at all reasonable times.

B-22. Non-Discrimination

The Municipality agrees to abide by all federal, state, and County laws, regulations, and policies regarding non-discrimination in employment and equal employment opportunity.

B-23. No Third-Party Rights

The parties to this Agreement do not create rights in, or grant remedies to, any third party as a beneficiary of this Agreement, or of any duty, covenant, obligation, or undertaking established herein

B-24. Notice

1. The Municipality shall notify the District in writing within five (5) working days of the occurrence of the following:
 - a. Bankruptcy, insolvency, receivership or similar event of the Municipality; or
 - b. Actions taken pursuant to State law in anticipation of filing for bankruptcy.
2. The Municipality shall notify the District within ten (10) working days of any litigation pending or threatened against the Municipality regarding its continued existence, consideration of dissolution, or reincorporation.
3. The Municipality shall notify the District promptly of the following:
 - a. Any significant deviation from the submitted Annual Plan for the current Fiscal Year, including discussion of any major changes to the scope of funded projects or programs, noteworthy delays in implementation, reduction in benefits or community engagement, and/or modifications that change the SCW Program Goals intended to be accomplished.
 - b. Discovery of any potential archaeological or historical resource. Should a potential archaeological or historical resource be discovered during construction, the Municipality agrees that all work in the area of the find will cease until a qualified archaeologist has evaluated the situation and made recommendations regarding preservation of the resource, and the District has determined what actions should be taken to protect and preserve the resource. The Municipality agrees to implement appropriate actions as directed by the District.
 - c. Any public or media event publicizing the accomplishments and/or results of this Agreement and provide the opportunity for attendance and participation by District representatives with at least fourteen (14) days' notice to the District.

B-25. Municipality's Responsibility for Work

The Municipality shall be responsible for all work and for persons or entities engaged in work performed pursuant to this Agreement including, but not limited to, contractors, subcontractors, suppliers, and providers of services. The Municipality shall be responsible for responding to any and all disputes arising out of its contracts for work on the Project. The District will not mediate disputes between the Municipality and any other entity concerning responsibility for

performance of work.

B-26. Reporting

The Municipality shall be subject to and comply with all applicable requirements of the District regarding reporting requirements. Municipalities shall report available data through the SCW Reporting Module, once available.

1. Annual Progress/Expenditure Reports. The Municipality shall submit Annual Progress/Expenditure Reports, using a format provided by the District, within six (6) months following the end of the Fiscal Year to the District to detail the activities of the prior year. The Annual Progress/Expenditure Reports shall be posted on the District's publicly accessible website and on the Municipality's website. The Annual Progress/Expenditure Report shall include:
 - a. Amount of funds received;
 - b. Breakdown of how the SCW Program Payment has been expended;
 - c. Documentation that the SCW Program Payment was used for eligible expenditures in accordance with Chapters 16 and 18 of the Code;
 - d. Description of activities that have occurred, milestones achieved, and progress made to date, during the applicable reporting period including comparison to the Annual Plan and corresponding metrics;
 - e. Discussion of any existing gaps between what was planned and what was achieved for the prior year, include any lessons learned;
 - f. Description of the Water Quality Benefits, Water Supply Benefits, and Community Investment Benefits and a summary of how SCW Program Payments have been used to achieve SCW Program Goals for the prior year, including graphical representation of available data and specific metrics to demonstrate the benefits being achieved through the years' investments.
 - g. Discussion of alignment with other local, regional, and state efforts, resources, and plans, as applicable. This includes discussion of opportunities for addressing additional SCW Program Goals, leveraging SCW Program Goals, and increasing regional capacity to supplement the SCW Program.
 - h. Additional financial or Project-related information in connection with activity funded in whole or in part using SCW Program Payments as required by the District.
 - i. Certification from a California Registered Professional (Civil Engineer or Geologist, as appropriate), that projects implemented with SCW Program Payments were conducted in accordance with Chapters 16 and 18 of the Code.
 - j. Report on annual and total (since inception of program) benefits provided by programs and projects funded by SCW Program Payment. This includes comparisons to annual plans and alignment with corresponding specific quantitative targets and metrics (note that SCW Reporting Module will facilitate calculation of benefits and graphical representation of pertinent data):
 - i. Annual volume of stormwater captured and treated
 - ii. Annual volume of stormwater captured and reused
 - iii. Annual volume of stormwater captured and recharged to a managed aquifer
 - iv. Annual creation, enhancement, or restoration of Community Investment Benefits. If none, discuss considerations explored and reasons to not include.
 - v. Annual acreage increases in Nature-Based Solutions and claimed level of NBS (with matrix demonstrating determination of good, better, best, as outlined in Exhibit C). If none, discuss considerations explored and reasons to not include.
 - vi. Annual expenditures providing DAC Benefits. If none, discuss considerations explored and reasons to not include.
2. Documentation of the Community Outreach and Engagement utilized for and/or achieved with the SCW Program Payment described in the Annual Plan Exhibit A. This information must be readily accessible to members of the public.
3. As Needed Information or Reports. The Municipality agrees to promptly provide such reports, data, and information as may be reasonably requested by the District including, but not limited to material necessary or appropriate for evaluation of the SCW Program or to fulfill any reporting requirements of the County, state or federal government.

B-27. Representations, Warranties, and Commitments

The Municipality represents, warrants, and commits as follows:

1. Authorization and Validity. The execution and delivery of this Agreement, including all incorporated documents, by the individual signing on behalf of Municipality, has been duly authorized by the governing body of Municipality, as applicable. This Agreement constitutes a valid and binding obligation of the Municipality, enforceable in accordance with its terms, except as such enforcement may be limited by law.
2. No Violations. The execution, delivery, and performance by the Municipality of this Agreement, including all incorporated documents, do not violate any provision of any law or regulation in effect as of the date set forth on the first page hereof, or result in any breach or default under any contract, obligation, indenture, or other instrument

to which the Municipality is a party or by which the Municipality is bound as of the date set forth on the first page hereof.

3. No Litigation. There are no pending or, to the Municipality's knowledge, threatened actions, claims, investigations, suits, or proceedings before any governmental authority, court, or administrative agency which affect the Municipality's ability to complete the Annual Plan.
4. Solvency. None of the transactions contemplated by this Agreement will be or have been made with an actual intent to hinder, delay, or defraud any present or future creditors of the Municipality. As of the date set forth on the first page hereof, the Municipality is solvent and will not be rendered insolvent by the transactions contemplated by this Agreement. The Municipality is able to pay its debts as they become due.
5. Legal Status and Eligibility. The Municipality is duly organized and existing and in good standing under the laws of the State of California. The Municipality shall at all times maintain its current legal existence and preserve and keep in full force and effect its legal rights and authority.
6. Good Standing. The Municipality must demonstrate it has not failed to comply with previous County and/or District audit disallowances within the preceding five years.

B-28. Travel

Any reimbursement for necessary ground transportation and lodging shall be at rates not to exceed those set by the California Department of Human Resources; per diem costs will not be eligible expenses. These rates may be found at <http://www.calhr.ca.gov/employees/Pages/travel-reimbursements.aspx>. Reimbursement will be at the State travel amounts that are current as of the date costs are incurred by the Municipality. No travel outside the Los Angeles County Flood Control District region shall be reimbursed unless prior written authorization is obtained from the Program Manager.

B-29. Unenforceable Provision

In the event that any provision of this Agreement is determined by a court of competent jurisdiction to be unenforceable, the parties agree that all other provisions of this Agreement have force and effect and shall not be affected thereby.

B-30. Withholding of Disbursements and Material Violations

Notwithstanding any other provision of this Agreement, the District may withhold all or any portion of the SCW Program Payment for any Fiscal Year in the event that:

1. The Municipality has violated any provision of this Agreement; or
2. The Municipality fails to maintain reasonable progress in achieving SCW Program Goals, following an opportunity to cure.
3. Failure to remain in Good Standing, described in Section B-26 of Exhibit B.
4. Failure to submit annual reports on meeting SCW Program Goals.

EXHIBIT C – NATURE BASED SOLUTIONS (NBS) BEST MANAGEMENT PRACTICES

Municipalities shall consider incorporation of Nature-based solutions (NBS) into their projects. NBS refers to the sustainable management and use of nature for undertaking socio-environmental challenges, including climate change, water security, water pollution, food security, human health, and disaster risk management. As this environmental management practice is increasingly incorporated into projects for the SCW Program, this guidance document may be expanded upon to further quantify NBS practices based on benefits derived from their incorporation on projects. The SCW Program defines NBS as a Project that utilizes natural processes that slow, detain, infiltrate or filter Stormwater or Urban Runoff. These methods may include relying predominantly on soils and vegetation; increasing the permeability of Impermeable Areas; protecting undeveloped mountains and floodplains; creating and restoring riparian habitat and wetlands; creating rain gardens, bioswales, and parkway basins; enhancing soil through composting, mulching; and, planting trees and vegetation, with preference for native species. NBS may also be designed to provide additional benefits such as sequestering carbon, supporting biodiversity, providing shade, creating and enhancing parks and open space, and improving quality of life for surrounding communities. NBS include Projects that mimic natural processes, such as green streets, spreading grounds and planted areas with water storage capacity. NBS may capture stormwater to improve water quality, collect water for reuse or aquifer recharge, or to support vegetation growth utilizing natural processes.

Municipalities are to include in each Annual Progress/Expenditure Report whether and how their project achieves a good, better, or best for each of the 6 NBS methods in accordance with the guidance below. Additionally, Annual Progress/ Expenditure Reports should include discussion on any considerations taken to maximize the class within each method. If at least 3 methods score within a single class, the overall project can be characterized as that class. Municipalities must attach a copy of the matrix for each project with the good, better, or best column indicated for each method, to facilitate District tracking of methods being utilized.

METHODS	GOOD	BETTER	BEST
Vegetation/Green Space	Use of climate appropriate, eco-friendly vegetation (groundcover, shrubs, and trees) / green space 5%-15% covered by new climate-appropriate vegetation	Use of native, climate appropriate, eco-friendly vegetation (groundcover, shrubs, and trees) / green space 16%-35% covered by new native vegetation	Establishment of plant communities with a diversity of native vegetation (groundcover, shrubs, and trees) / green space that is both native and climate-appropriate More than 35% covered by new native vegetation
Increase of Permeability	Installation of vegetated landscape – 25%-49% paved area removed Redesign of existing impermeable surfaces and/or installation of permeable surfaces (e.g. permeable pavement and infiltration trenches)	Installation of vegetated landscape – 50%-74% paved area removed Improvements of soil health (e.g., compaction reduction)	Installation of vegetated landscape – 75%-100% paved area removed Creation of well-connected and self-sustained natural landscapes with healthy soils, permeable surfaces, and appropriate vegetation
Protection of Undeveloped Mountains & Floodplains	<ul style="list-style-type: none"> ● Preservation of native vegetation ● Minimal negative impact to existing drainage system 	<ul style="list-style-type: none"> ● Preservation of native vegetation ● Installation of new feature(s) to improve existing drainage system 	<ul style="list-style-type: none"> ● Creation of open green space ● Installation of features to improve natural hydrology

<p>Creation & Restoration of Riparian Habitat & Wetlands</p>	<ul style="list-style-type: none"> ● Partial restoration of existing riparian habitat and wetlands □ Planting of climate appropriate vegetation between 11 and 20 different climate appropriate or native plant species newly planted ● No potable water used to sustain the wetland 	<ul style="list-style-type: none"> ● Full restoration of existing riparian habitat and wetlands ● Planting of native vegetation - between 21 and 40 different native plant species newly planted ● No potable water used to sustain the wetland 	<ul style="list-style-type: none"> ● Full restoration and expansion of existing riparian habitat and wetlands Planting of plant communities with a diversity of native vegetation – between 41 and 50 different native plant species newly planted ● No potable water used to sustain the wetland
<p>New Landscape Elements</p>	<p>Elements designed to capture runoff for other simple usage (e.g. rain gardens and cisterns), capturing the 85th percentile 24-hour storm event for at least 50% of the entire parcel</p>	<p>Elements that design to capture/redirect runoff and filter pollution (e.g. bioswales and parkway basins), capturing the 85th percentile 24-hour storm event from the entire parcel</p>	<p>Large sized elements that capture and treat runoff to supplement or replace existing water systems (e.g. wetlands, daylighting streams, groundwater infiltration, floodplain reclamation), capturing the 90th percentile 24-hour storm event from the entire parcel and/or capturing off-site runoff</p>
<p>Enhancement of Soil</p>	<p>Use of soil amendments such as mulch and compost to retain moisture in the soil and prevent erosion Planting of new climate appropriate vegetation to enhance soil organic matter</p>	<p>Use of soil amendments such as mulch and compost that are locally generated to retain moisture in the soil, prevent erosion, and support locally based composting and other soil enhancement activities Planting of new native, climate-appropriate vegetation to enhance soil organic matter</p>	<p>Use of soil amendments such as mulch and compost that are locally generated, especially use of next-generation design with regenerative adsorbents (e.g. woodchips, biochar) to retain moisture in the soil, prevent erosion, and support on-site composting and other soil enhancement activities Planting of new native, climate appropriate vegetation to enhance soil organic matter</p>

EXHIBIT D – OPERATIONS AND MAINTENANCE GUIDANCE DOCUMENT

Municipalities shall operate and maintain infrastructure projects for the useful life of the project and are to consider using the following guidance for operations and maintenance for infrastructure projects. Operational maintenance is the care and upkeep of Projects that may require detailed technical knowledge of the Project's function and design. Project specific operational and maintenance plans shall consider the activities listed below and set forth specific activities and frequencies (not limited to those below) as determined to be appropriate by the Municipalities and best practices, including stakeholder engagement as applicable. Operational maintenance is to be performed by the operator of the Project with a purpose to make the operator aware of the state of readiness of the Project to deliver stormwater and urban runoff benefits.

1. Litter Control

- Regular removal of litter, nonhazardous waste materials, and accumulated debris near planted areas, rock areas, decomposed granite areas, rest areas, fence perimeters, adjoining access roads and driveways, drains, pedestrian trails, viewing stations, shelter houses, and bicycle pathways.
- Regular inspection and maintenance of pet waste stations.
- Maintaining trash receptacles.
- Removal of trash, debris, and blockages from bioswales.
- Inspection and cleaning of trash booms.
- Inspection of weir gates and stop logs to clean debris, as required.

2. Vegetation Maintenance

- Weed control
 - Recognition and removal of weeds, such as perennial weeds, morning glory, vine-type weeds, ragweed, and other underground spreading weeds.
 - Avoiding activities that result in weed seed germination (e.g. frequent soil cultivation near trees or shrubs).
 - Regular removal of weeds from landscape areas, including from berms, painted areas, rock areas, gravel areas, pavement cracks along access roads and driveways, drains, pedestrian trails, viewing stations, park shelters, and bicycle paths.
- Tree and shrubbery trimming and care
 - Removal of dead trees and elimination of diseased/damaged growth.
 - Prevent encroachment of adjacent property and provide vertical clearance.
 - Inspect for dead or diseased plants regularly.
- Wetland vegetation and landscape maintenance
 - Installation and maintenance of hydrophytic and emergent plants in perennially wet and seasonal, intermittent habitats.
 - Draining and drawdown of wetland and excessive bulrush removal
 - Weed and nuisance plant control.
 - Removal of aquatic vegetation (e.g. algae and primrose) using appropriate watercraft and harvesting equipment.
 - Wildflower and meadow maintenance.
 - Grass, sedge, and yarrow management.
 - Removal of unwanted hydroseed.

3. Wildlife Management

- Exotic species control.
- Provide habitat management; promote growth of plants at appropriate densities and promote habitat structure for animal species.
- Protect sensitive animal species (e.g. protection during critical life stages including breeding and migration).
- Avoid disturbances to nesting birds.
- Avoid spread of invasive aquatic species.

4. Facility Inspection

- Inspect project sites for rodent and insect infestations on a regular basis.
- Inspect for and report graffiti in shelter houses, viewing stations, benches, paving surfaces, walls, fences, and educational and directional signs.
- Inspect facilities for hazardous conditions on roads and trails (e.g. access roads and trails, decomposed granite pathways, and maintenance roads).

- Inspect shade structures for structural damage or defacement.
- Inspect hardscapes.
- Inspect and maintain interpretive and informational signs.
- Inspect site furnishings (e.g. benches, hitching posts, bicycle racks).
- Maintain deck areas (e.g. benches, signs, decking surfaces).
- Visually inspect weirs and flap gates for damage; grease to prevent locking.
- Inspect all structures after major storm events, periodically inspect every 3 months, and operate gates through full cycles to prevent them from locking up.

5. Irrigation System Management

- Ensuring automatic irrigation controllers are functioning properly and providing various plant species with proper amount of water.
 - Cycle controller(s) through each station manually and automatically to determine if all facets are functioning properly.
 - Inspection should be performed at least monthly.
 - Recover, replace, or refasten displaced or damaged valve box covers.
 - Inspect and repair bubbler heads.
 - Repair and replace broken drip lines or emitters causing a loss of water (to prevent ponding and erosion).
 - Maintain drip system filters to prevent emitters from clogging. Inspection and cleaning should occur at least monthly.
 - Inspect and clean mainline filters, wye strainers, basket filters, and filters at backflow devices twice a year.
 - Maintain and check function of the drip system.
- Keeping irrigation control boxes clear of vegetation.
- Operating irrigation system to ensure it does not cause excessively wet, waterlogged areas, and slope failure.
- Utilizing infrequent deep watering techniques to encourage deep rooting, drought tolerant plant characteristics to promote a self-sustaining, irrigation free landscape.
- Determine watering schedules based on season, weather, variation in plant size, and plant varieties. At least four times a year (e.g. change of season), reschedule controller systems.
- Turn off irrigation systems at the controller at the beginning of the rainy season, or when the soil has a high enough moisture content.
- Use moisture sensing devices to determine water penetration in soil.

6. Erosion Management and Control

- Inspect slopes for erosion during each maintenance activity.
- Inspect basins for erosion.
- Take corrective measures as needed, including filling eroded surfaces, reinstalling or extending bank protection, and replanting exposed soil.

7. Ongoing Monitoring Activities

- Monitor controllable intake water flow and water elevation.
- Examine inflow and outflow structures to ensure devices are functioning properly and are free of obstructions.
- Water quality sampling (quarterly, unless justified otherwise).
- Checking telemetry equipment.
- Tracking and reporting inspection and maintenance records.

8. Vector and Nuisance Insect Control

- Monitoring for the presence of vector and nuisance insect species.
- Adequate pretreatment of influent wastewater to lessen production of larval mosquitos.
- Managing emergent vegetation.
- Using hydraulic control structures to rapidly dewater emergent marsh areas.
- Managing flow velocities to reduce propagation of vectors.

RESOLUTION NO. __

A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE THE LOS ANGELES REGION SAFE, CLEAN WATER PROGRAM MUNICIPAL TRANSFER AGREEMENT WITH THE LOS ANGELES COUNTY FLOOD CONTROL DISTRICT

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

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

- A. On November 6, 2018, voters approved Measure W, the Safe, Clean Water Program ("SCW Program") ballot measure.
- B. The SCW Program Ordinance (Chapter 16 of the Los Angeles County Flood Control District Code) and the SCW Program Implementation Ordinance (Chapter 18 of the Los Angeles County Flood Control District Code), administers the SCW Municipal Program for the purpose of funding Projects and Programs to increase stormwater and urban runoff capture and reduce stormwater and urban runoff pollution in the Los Angeles County Flood Control District (the "District").
- C. The City of El Segundo ("City") receives SCW Municipal Program funds in the amount of approximately \$600,000 annually to fund programs and projects to increase stormwater and urban runoff capture and reduce stormwater and urban runoff pollution in the District.
- D. Pursuant to Section 16.05.A.1. of the District Code, prior to their receipt of SCW Program funds, Municipalities must enter into a transfer agreement with the District to transfer SCW Program funds;

SECTION 2: *Approval; Authorization.* The City Council approves the transfer agreement between the City and the District on file with the City's Public Works Department, and authorizes the City Manager, or designee, to execute it on behalf of the City. The City Manager or designee may take all necessary actions to effectuate the Agreement.

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

SECTION 4: This Resolution will become effective immediately upon adoption.

PASSED AND ADOPTED this 3rd day of December, 2024.

Drew Boyles, Mayor

ATTEST:

Tracy Weaver, City Clerk

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

By: _____
Mark D. Hensley City Attorney



City Council Agenda Statement

Meeting Date: December 3, 2024

Agenda Heading: Consent

Item Number: B.10

TITLE:

Notice of Completion for Wastewater Infrastructure Improvements Project

RECOMMENDATION:

1. Accept Wastewater Infrastructure Improvements Project No. PW 23-08, by Tomovich and Associates, Inc., as complete.
2. Authorize the City Clerk to file a Notice of Completion with the Los Angeles County Recorder's Office.
3. Alternatively, discuss and take other action related to this item.

FISCAL IMPACT:

The final project construction cost is \$1,613,459.83.

Amount Budgeted: \$1,790,000

Additional Appropriation: No.

Account Number(s): 502-400-8204-8647 (Sewer Main Repair Annual Program)

BACKGROUND:

On January 16, 2024, City Council awarded a construction contract to Tomovich and Associates, Inc. in the amount of \$1,539,350 and \$153,935 contingency for Wastewater Infrastructure Improvements Project No. PW 23-08 (the "Project"). The Project's scope was to extend the service life of specific sewer system pipe segments through either the trench-less (pipe-lining) repair method or the open-trench pipe repair method.

DISCUSSION:

Construction began February 23, 2024, and was completed by Tomovich and Associates, Inc. on August 13, 2024. The Project was completed under budget and the unspent amount will be returned to the source fund for future projects.

Accept Wastewater Infrastructure Improvements Project

December 3, 2024

Page 2 of 2

Staff respectfully recommends that the City Council accept the work performed by Tomovich and Associates, Inc. for the Project as complete, and authorize the City Clerk to file a Notice of Completion with the Los Angeles County Recorder's office.

CITY STRATEGIC PLAN COMPLIANCE:

Goal 1: Develop and Maintain Quality Infrastructure and Technology

Strategy A: Seek opportunities to implement and expedite the projects in the Capital Improvement Program and ensure that City-owned infrastructure is well maintained, including streets, entryways, and facilities.

PREPARED BY:

Floriza Rivera, Principal Civil Engineer

REVIEWED BY:

Elias Sassoon, Public Works Director

APPROVED BY:

Barbara Voss, Deputy City Manager

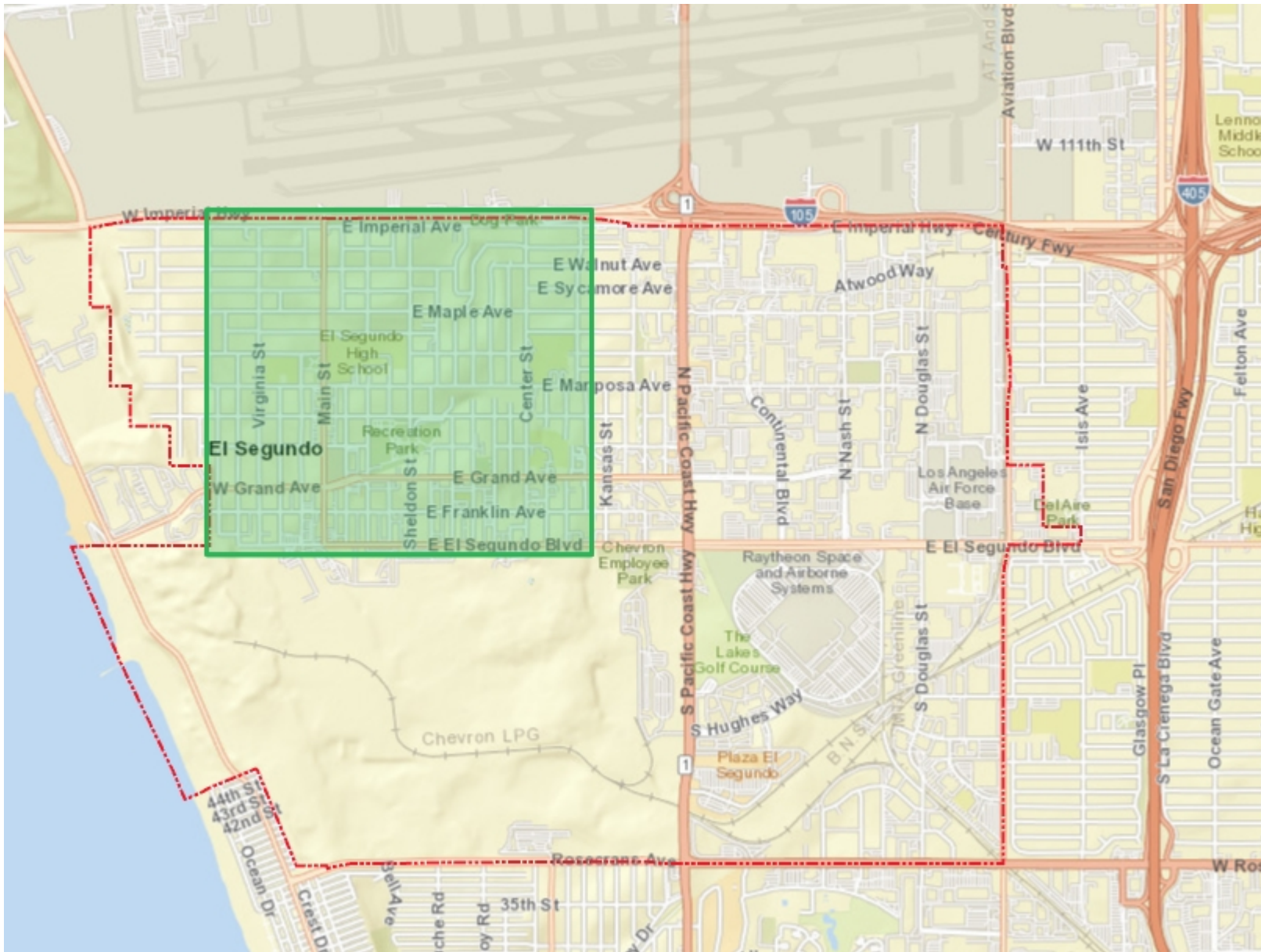
ATTACHED SUPPORTING DOCUMENTS:

1. Vicinity Map PW 23-08
2. Location Map PW 23-08
3. Notice of Completion PW 23-08
4. Completed Scope of Work PW 23-08
5. Before and After Pictures PW 23-08



Vicinity Map

PW 23-08: Wastewater Infrastructure Improvements Project



6,018.7 0 3,009.33 6,018.7 Feet

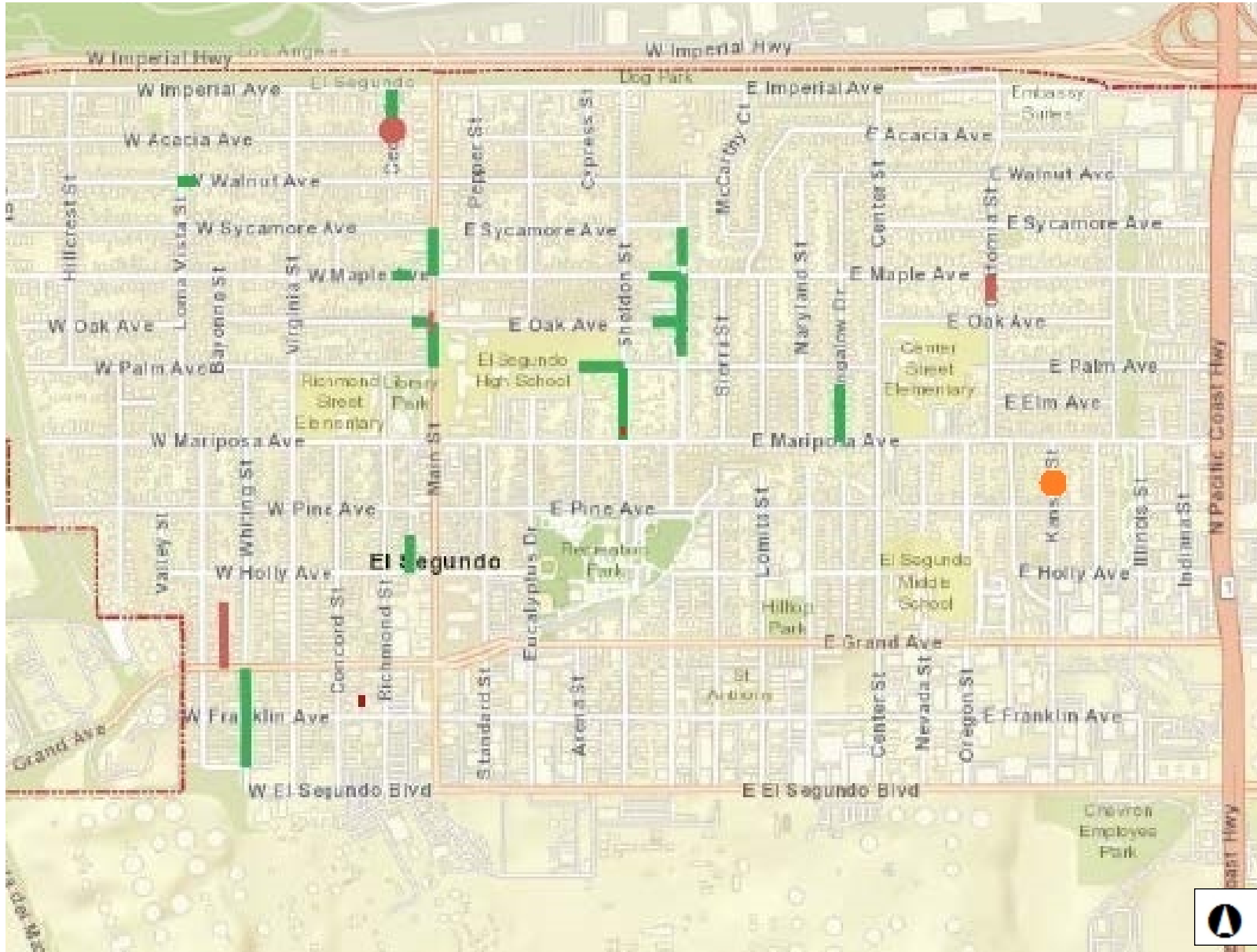
WGS_1984_Web_Mercator_Auxiliary_Sphere

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

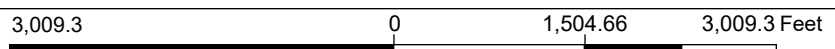
PW 23-08: Wastewater Infrastructure Improvements Project



Legend

- City Boundary
- Sewer Pipe Lining
- Open-Trench Sewer Pipe Removal and Replacement
- Terminal Cleanout Structure Installation
- 513 Kansas St. Storm Drain Entire Manhole Removal and Replacement

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: Center Street Storm Drain Improvements Project

Project No. PW 23-08

Contract No. 6844

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 August 13, 2024. The work done was: Wastewater Infrastructure Improvements Project
6. On December 3, 2024, 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: Tomovich and Associates, 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:
 - Various sewer mains underneath the City of El Segundo.
9. The street address of said property is: N/A.

City of El Segundo

Dated: _____, 2024

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 _____, 2024 at El Segundo, California.

City of El Segundo

Elias Sassoon
Public Works Director

**Completed Scope of Work
PW 23-08 Wastewater Infrastructure Improvements Project**

SEWER MAINS LINED					
NO.	LOCATION	BEGIN AT MH	END AT MH	APPROX. LENGTH (LF)	DIAMETER, LINER TYPE
1	Cedar Street	Cleanout	12-039	300	6" CIPP
2	Alley between Richmond Street and Main Street	7-185	7-182	271	8" CIPP
3	Bungalow Drive	5-040	5-041	387	8" CIPP
4	Main Street	12-033	12-060	147	8" CIPP
5	Maple Avenue	7-020	7-019	234	8" CIPP
6	Oak Avenue	7-040	7-041	223	8" CIPP
7	Penn Street	7-035	7-033	281	8" CIPP
8	Sheldon Street	7-047	7-048	468	8" CIPP
9	W. Walnut Avenue/Loma Vista Street	1-017	1-516	16	8" CIPP
10	Alley between Loma Vista Street and Whiting Street	SH-028	SH-027	400	10" CIPP
11	E. Palm Avenue	7-048	7-051	342	10" CIPP
12	Whiting Street	SH-012	SH-026	381	10" CIPP
13	Whiting Street/Binder Place intersection	SH-008	SH-012	354	10" CIPP
14	Main Street	7-155	7-156	337	12" CIPP
15	Maple Avenue	12-056	12-061	141	12" CIPP
16	Oak Avenue	7-155A	7-155	160	12" CIPP

LOCATIONS OF OPEN-TRENCH SEWER MAIN REPAIR					
NO.	STREET NAME	BEGIN AT MH	END AT MH	APPROX. LENGTH (LF)	DIAMETER, PIPE MATERIAL
1	Alley between Concord Street and Richmond Street	MH-124	MH-125	70	8" VCP
2	Alley between Loma Vista Street and Whiting Street	28	27	12	10" VCP
3	California Street from Maple Avenue to 750 Oak Street	5-052	5-108	196	8" VCP
4	Main Street/Oak Avenue intersection	7-153	7-155	38	8" VCP
5	Main Street	12-033	12-060	8	8" VCP
6	Penn St.	7-035	7-033	8	8" VCP
7	Whiting Street/Binder Place intersection	7-035	7-033	8	8" VCP

NEW MANHOLE STRUCTURES INSTALLED	
NO.	LOCATION
1	Cedar Street between W. Imperial Avenue and W. Acacia Avenue
2	Kansas Street between E. Mariposa Avenue and E. Pine Avenue

STREET SECTIONS GRINDED AND OVERLAYED	
NO.	LOCATION
1	California Street between E. Maple Avenue and E. Oak Avenue
2	Main Street/Oak Avenue intersection
3	Main Street north of the Maple Avenue/Main Street intersection
4	Sheldon Street between E. Maple Avenue and E. Oak Avenue

**WASTEWATER INFRASTRUCTURE IMPROVEMENTS PROJECT
PROJECT NO. PW 23-08
BEFORE AND AFTER PICTURES**

1. During and After: California Street sewer main replacement.



2. Before: broken section of Main Street sewer main and
After: same section following open-trench repair and subsequent pipe lining.



3. Before: buried Cedar Street lamphole (small opening in a sewer) at the edge of a driveway approach, and
After: new manhole structure apart from the driveway approach.





City Council Agenda Statement

Meeting Date: December 3, 2024

Agenda Heading: Consent

Item Number: B.11

TITLE:

Continue Emergency Action for the Permanent Repair of the City of El Segundo
Wisburn Aquatics Center Pool Heaters

RECOMMENDATION:

1. Receive and file staff's report regarding the status of the permanent repairs to El Segundo Wisburn Aquatics Center pool heaters.
2. Adopt a motion by four-fifths vote to determine the need to continue the emergency action approved under Resolution No. 5519.
3. Alternatively, discuss and take other action related to this item.

FISCAL IMPACT:

As described on the November 5, 2024 Council agenda:

The estimated total cost for the permanent repair of the Aquatics Center Pool Heaters is \$700,000 (\$613,724 repair + \$86,276 contingency). The project costs were not included in the adopted FY 2024-25 CIP Budget and requires a budget appropriation from General Fund Reserves to the Capital Improvement Fund. WUSD agreed to reimburse the City half of the construction cost after the competition of the work, up to \$300,000. The budget request is as follows:

Amount Budgeted in FY 2024-25: \$0

Additional Appropriation: \$700,000

Expense Account Number: 301-400-8202-8463 (General Fund CIP - Aquatics Center Pool Heaters)

Establish Transfer Out Budget: \$700,000

Transfer Out Account Number: 001-400-0000-9301 (Transfer out from General Fund to CIP Fund)

Establish Transfer In Budget: \$700,000

Permanent Repair of the City of El Segundo Wiseburn Aquatics Center Pool Heaters

December 3, 2024

Page 2 of 3

Transfer In Account Number: 301-300-0000-9001 (Transfer in to CIP Fund from General Fund)

Set Revenue budget: \$300,000

Revenue Account Number: 001-300-XXXX-XXXX (WUSD Pool Heater Contribution)*

* Revenue account will be generated after funds are received from WUSD

BACKGROUND:

On November 5, 2024, the City Council adopted a by four-fifths vote, declaring the existence of an emergency and authorizing the award of a contract without competitive bidding pursuant to Public Contract Code §§ 1102, 20168, and 22050 regarding the needed permanent repair work for the heaters at the Aquatic Center.

The City Council also authorized the City Manager to approve and execute a standard Public Works Construction Contract with Knorr Systems International to repair existing heaters at the El Segundo Wiseburn Aquatics Center for an amount of \$613,724 and authorize an additional \$86,276 as contingency funds for potential unforeseen conditions, for a total budget amount of \$700,000.

DISCUSSION:

The emergency repairs are expected to take place in July and August 2025. State law requires the Council to revisit the emergency at the next regular meeting and subsequent regular meetings until the required action is terminated. Staff respectfully recommend approval of the recommended actions as noted.

CITY STRATEGIC PLAN COMPLIANCE:

Goal 1: Develop and Maintain Quality Infrastructure and Technology

Strategy B: Seek opportunities to implement the use of innovative technology to improve services, efficiency, and transparency.

Strategy C: Maintain an innovative General Plan to ensure responsible growth while preserving El Segundo's quality of life and small-town character.

Goal 2: Optimize Community Safety and Preparedness

PREPARED BY:

Cheryl Ebert, Senior Civil Engineer

REVIEWED BY:

Elias Sassoon, Public Works Director

APPROVED BY:

Permanent Repair of the City of El Segundo Wiseburn Aquatics Center Pool Heaters

December 3, 2024

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Barbara Voss, Deputy City Manager

ATTACHED SUPPORTING DOCUMENTS:

None



City Council Agenda Statement

Meeting Date: December 3, 2024

Agenda Heading: Consent

Item Number: B.12

TITLE:

Amendment to Agreement With Willdan Group, Inc. for Fire Plan Check Services

RECOMMENDATION:

1. Authorize the City Manager to execute an amendment to Agreement No. 6987 with Willdan Group, Inc. for an additional \$200,000 for a total not-to-exceed amount of \$320,000 for fiscal year 2024-2025 for fire plan check services, pursuant to El Segundo Municipal Code Chapter 1-7.
2. Appropriate \$200,000 from the General Fund Reserves to FY 2024-25 expenditure budget account 001-400-3204-6214
3. Alternatively, discuss and take other action related to this item.

FISCAL IMPACT:

There is no net fiscal impact due to all fees related to this item are paid from fees collected by the City for either fire plan checks or inspection services. The consultant fee is 100% recovered through the fire plan check fee. An additional appropriation of \$200,000 from General Fund Reserves is required.

Amount Budgeted: \$120,000

Additional Appropriation: \$200,000

Account Number: 001-400-3204-6214

BACKGROUND:

Willdan Group, Inc. ("Willdan") provides fire prevention plan check services to the City of El Segundo. Fire prevention plan check service fees paid to this vendor are fully recovered by the City via fire plan check and inspection fees in the adopted FY 24-25 Master Fee Schedule (FR-001 through FR-003M, FR-004A, FR-009, and FR-013). High demand for fire prevention plan check services has created the need to increase the total fiscal year sum for fire plan check services.

Amendment to Agreement With Willdan Group, Inc. for Plan Check Services

December 3, 2024

Page 2 of 2

DISCUSSION:

All fire plan check service fees paid to Willdan. are recovered by the City via fire plan check and inspection fees in the adopted FY 24-25 Master Fee Schedule (FR-001 through FR-003M, FR-004A, FR-009, and FR-013).

Based on the demand for fire prevention plan check services and excellent service delivered to the City of El Segundo, staff recommends increasing the contract amount with Willdan Group, Inc. by \$200,000 for a total not to exceed amount of \$320,000 for FY 24-25. Due to cost recovery for all fire prevention plan check services, there is no fiscal impact to the general fund.

CITY STRATEGIC PLAN COMPLIANCE:

Goal 1: Develop and Maintain Quality Infrastructure and Technology

Strategy B: Seek opportunities to implement the use of innovative technology to improve services, efficiency, and transparency.

PREPARED BY:

Vanessa Arias, Senior Management Analyst

REVIEWED BY:

George Avery, Fire Chief

APPROVED BY:

Barbara Voss, Deputy City Manager

ATTACHED SUPPORTING DOCUMENTS:

None



City Council Agenda Statement

Meeting Date: December 3, 2024

Agenda Heading: Consent

Item Number: B.13

TITLE:

Resolution to Accept California Department of Justice Tobacco Grant Program Funds and Authorize Execution of Associated Memorandum of Understanding

RECOMMENDATION:

1. Adopt Resolution authorizing acceptance of a \$19,608 grant from the California Department of Justice Tobacco Grant Program to support the El Segundo Police Department in educating minors about the harms of tobacco products, enforcing state and local tobacco laws, and conducting retailer enforcement.
2. Authorize the City Manager or designee to execute the associated memorandum of understanding for the grant.
3. Appropriate \$19,608 to FY 2024-25 expenditure budget account 125-400-3101-3726 and establish \$19,608 to FY 2024-25 revenue budget account 125-300-3101-3726.
4. Alternatively, discuss and take other action related to this item.

FISCAL IMPACT:

Funds were not included in the FY 2024-25 adopted budget. The grant requires the City Council to appropriate the expenditure and establish a revenue budget for FY 2024-25. The California Department of Justice Tobacco Grant Program is a reimbursable grant. The upfront cost of \$19,608 will come from City reserves until the funds are reimbursed per the agreement.

Expenditure Amount Budgeted: \$0
Additional Appropriation: \$19,608
Account number: 125-400-3101-3726

Revenue Amount Budgeted: \$0
Addition Revenue: \$19,608

Tobacco Grant Award

December 3, 2024

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Account number: 125-300-3101-3726

BACKGROUND:

The El Segundo Police Department (ESPD) has been selected to receive a California Department of Justice (CADOJ) Tobacco Grant Program ("Program") award in the amount of \$19,608. Funds are granted for enforcement of tobacco-related state laws or local ordinances, specifically including state and local laws related to the illegal sales and marketing of tobacco products to minors, and for investigative activities and compliance checks to prevent illegal sales of tobacco products to minors.

The program would help El Segundo achieve results in the goal of "Optimize Community Safety and Preparedness" from the City's Strategic Plan. The 2024-25 Program would use a combination of education and enforcement strategies, with the ultimate goal of reducing the access of tobacco products to youth in El Segundo. The Program is a reimbursable grant and the grant period is from November 1, 2024 to June 30, 2028.

DISCUSSION:

The funding for the Program is authorized under the California Healthcare, Research and Prevention Tobacco Tax Act of 2016. ESPD aims to curb the illegal sales of tobacco to minors and keep youth from accessing tobacco for illegal use. The Program would help ESPD to accomplish this goal by supporting a comprehensive program of enforcement and education strategies. The grant will fund overtime for officers to implement tobacco enforcement and education strategies. These strategies will include: sting operations, tobacco related enforcement, retailer education classes, and local tobacco retail license inspection operations.

According to data from October 17, 2024, by the Centers for Disease Control and Prevention (CDC), e-cigarettes were the most commonly used tobacco product among middle and high school students in the United States. Among students who currently use e-cigarettes, 87.6% used flavored e-cigarettes, 38.4% used an e-cigarette in at least 20 of the last 30 days, and 26.3% used an e-cigarette every day. There are many factors associated with youth tobacco use. These include: tobacco advertising that targets youth, product accessibility, availability of flavored products, social influences, and adolescent brain sensitivity to nicotine.

El Segundo is home to 19 tobacco retailers. The use of e-cigarettes is a known problem with youth as young as middle school and all the way through college-aged youth in El Segundo. The combination of education and enforcement that this grant program would support would allow ESPD to gain a better understanding of tobacco usage rates and patterns to better address the problem of youth access to tobacco. These grant funds would support ESPD's efforts in tackling problematic tobacco retailers, focusing efforts

Tobacco Grant Award

December 3, 2024

Page 3 of 3

on locations where minors are likely to be present, as well as pushing forward retailer education sessions.

CITY STRATEGIC PLAN COMPLIANCE:

Goal 2: Optimize Community Safety and Preparedness

Strategy B: Provide cost-effective and excellent fire protection and emergency response services.

PREPARED BY:

Julissa Solano, Sr. Management Analyst

REVIEWED BY:

Saul Rodriguez, Police Chief

APPROVED BY:

Barbara Voss, Deputy City Manager

ATTACHED SUPPORTING DOCUMENTS:

1. CADOJ Tobacco Program Resolution

RESOLUTION NO. _____

A RESOLUTION APPROVING THE CITY OF EL SEGUNDO'S ACCEPTANCE OF \$19,608 IN TOBACCO GRANT FUNDS FOR FISCAL YEAR 2024-25 FROM THE CALIFORNIA DEPARTMENT OF JUSTICE AND AUTHORIZING THE CITY MANAGER OR DESIGNEE TO EXECUTE AN ASSOCIATED MEMORANDUM OF UNDERSTANDING

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

SECTION 1. *Findings.* The City Council finds and determines as follows:

A. The California Healthcare, Research and Prevention Tobacco Tax Act of 2016 (Proposition 56) funding helps promote a healthier California by reducing illegal retail sales and marketing of cigarettes and tobacco products, including e-cigarettes, to minors.

B. The Tobacco Grant Program ("Program"), administered by the Office of the Attorney General and California Department of Justice, makes these annual funds available to local law enforcement agencies throughout California.

C. The City of El Segundo seeks to accept \$19,608 in Program funds for fiscal year 2024-25.

SECTION 2. *Actions.*

A. The City Council approves the City's acceptance of Program funds in the amount of \$19,608 for fiscal year 2024-25.

B. The City Council authorizes the City Manager, or designee, to execute the associated memorandum of understanding for the City's acceptance of Program funds, in a form approved by the City Attorney, or designee.

SECTION 3. *Severability.* If any part of this Resolution or its application is deemed invalid by a court of competent jurisdiction, the City Council intends that such invalidity will not affect the effectiveness of the remaining provisions or applications and, to this end, the provisions of this Resolution are severable.

SECTION 4. *Signature Authority.* The Mayor, or presiding officer, is hereby authorized to affix his signature to this Resolution signifying its adoption by the City Council of the City of El Segundo, and the City Clerk, or her duly appointed deputy, is directed to attest thereto.

SECTION 5. *Effective Date.* This Resolution will take effect immediately upon adoption and will remain effective unless repealed or superseded.

SECTION 6. *City Clerk Direction.* The City Clerk will certify to the passage and adoption of this Resolution, enter it in the City's book of original Resolutions, and make a record of this action in the meeting's minutes.

PASSED, APPROVED AND ADOPTED this ____ day of _____,
2024.

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 Resolution No. _____ was duly passed and adopted by said City Council, approved and signed by the Mayor of said City, and attested by the City Clerk of said City, all at a regular meeting of said City Council held on the ____ day of _____ 2024, and the same was so passed and adopted by the following vote:

AYES:

NOES:

ABSENT

ABSTAIN:

Tracy Weaver, City Clerk

APPROVED AS TO FORM:

Mark D. Hensley, City Attorney



City Council Agenda Statement

Meeting Date: December 3, 2024

Agenda Heading: Consent

Item Number: B.14

TITLE:

Acceptance of the U.S. Department of Justice Bulletproof Vest Partnership Program Grant

RECOMMENDATION:

1. Authorize acceptance of a \$5,125.82 grant award from the U.S. Department of Justice Bulletproof Vest Partnership Program to support the El Segundo Police Department.
2. Alternatively, discuss and take other action related to this item.

FISCAL IMPACT:

Included in the Adopted FY 2024-25 Budget. The U.S. Department of Justice Bulletproof Vest Partnership Program will reimburse the City 50% of the cost of the body armor vest.

Expenditure Amount Budgeted: \$6,000
Additional Appropriation: \$0
Account number: 124-400-3101-3788

Revenue Amount Budgeted: \$6,000
Addition Revenue: \$0
Account number: 124-300-3101-3788

BACKGROUND:

The Bulletproof Vest Partnership (BVP) Grant Act of 1998 is a unique U.S. Department of Justice (USDOJ) initiative designed to provide a critical resource to state and local law enforcement. The BVP program's purpose is to reimburse state and local law enforcement up to 50% of body armor costs. ESPD has been participating in the BVP Grant Program since 1999.

Bulletproof Vest Partnership Program Grant Award

December 3, 2024

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The USDOJ, Office of Justice Programs and Bureau of Justice Assistance has awarded the Police Department a BVP grant in the amount of \$5,125.82 with an award period from April 1, 2024, to August 31, 2025, or until funds have been requested from the USDOJ for reimbursement. Awards will not be extended past that date, and any unused funds will be forfeited.

DISCUSSION:

The ESPD Policy Manual section 1011 compels all uniformed officers to wear a ballistic vest when the officer begins service at ESPD. The life span of a ballistic vest is five years. After a five-year period, all ballistic vests must be replaced as soon as reasonably possible. The Police Department anticipates purchasing approximately twelve ballistic vests during this award period and the expense will be approximately \$9,500. Under this grant, USDOJ will reimburse the city of El Segundo 50 percent of this cost, up to the grant award of \$5,125.82. Ballistic vests have been proven to save lives. The Chief of Police will continue to require officers to maintain this equipment in good working order and use the equipment consistent with the department policy and sound officer safety practice.

CITY STRATEGIC PLAN COMPLIANCE:

Goal 2: Optimize Community Safety and Preparedness

Strategy B: Provide cost-effective and excellent fire protection and emergency response services.

PREPARED BY:

Julissa Solano, Sr. Management Analyst

REVIEWED BY:

Saul Rodriguez, Police Chief

APPROVED BY:

Barbara Voss, Deputy City Manager

ATTACHED SUPPORTING DOCUMENTS:

None



City Council Agenda Statement

Meeting Date: December 3, 2024

Agenda Heading: Consent

Item Number: B.15

TITLE:

Agreement Between the El Segundo Police Department and Flock Safety to Provide Drone Hardware and Software

RECOMMENDATION:

1. Waive bidding requirements pursuant to El Segundo Municipal Code § 1- 7- 9(A) and authorize the City Manager or designee to execute a two-year agreement with Flock Safety for \$198,000 (\$99,000 per fiscal year) for drone hardware and software.
2. Alternatively, discuss and take other possible action related to this item.

FISCAL IMPACT:

Funding is included in the Adopted FY 2024-25 Budget.

Amount Budgeted: \$99,000

Additional Appropriation: No

Account Number: 120-400-0000-8104 (C.O.P.S. Fund - Equipment)

BACKGROUND:

The El Segundo Police Department (ESPD) has been utilizing drones for several years to assist with traffic accident investigations and reconstruction, crime scene investigations and reconstruction, police containment searches, and canine searches. Our goal is to create a more robust Drone First Responder (DFR) program, in which we intend to utilize Flock Safety for both hardware and software applications. This innovative approach involves police personnel operating drones from a remote and centralized location to promptly respond to service calls across the city, rather than deploying personnel to the scene and launching drones from that location.

DFR aims to leverage drone technology to improve the efficiency of our police response, enhance officer and community safety, and facilitate more effective de-

Agreement With Flock Safety for the ESPD Drone First Responder Program

December 3, 2024

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escalation strategies. Drones can be deployed swiftly to assess and monitor scenarios, providing crucial information that can help in de-escalating potentially volatile situations. Real-time information from drone footage ensures that appropriate police resources are dispatched, enhancing the efficiency and effectiveness of the response. The use of drones minimizes the risk to officers and civilians by providing a preliminary assessment of threats and situation dynamics. In addition to use during emergencies and high-risk incidents, drones can also be used to monitor pre-planned events, such as parades and large holiday gatherings. They can also be utilized to quickly scan and search large areas during pre-planned missions, such as the quarterly homeless count and other PATCHES Program-related deployments.

DISCUSSION:

ESPD requests to enter into an agreement with Flock Safety to assist with the police department's Drone First Responder (DFR) program. This agreement stipulates that Flock Safety will furnish the El Segundo Police Department with a DJI M350 quadcopter featuring an H20N camera, along with batteries and a battery-swapping docking station, as well as a 200-foot ceiling with Automatic Dependent Surveillance-Broadcast (ADS-B). The package includes software for remote piloting, air traffic awareness, a spectator view, a mobile app, and a community engagement dashboard. Flock Safety will provide a comprehensive one-week training for ESPD personnel, seamless integration with existing technologies like Computer Aided Dispatch (CAD), assistance in acquiring FAA waivers, automated logging of crucial flight data for internal analytics to assess program effectiveness and ensure compliance reporting, and ongoing support.

With evolving public safety challenges, it is imperative to explore innovative solutions that can augment our police department's capabilities. Flock Safety offers cutting-edge technology designed for law enforcement use, enabling real-time information and assessment of situations before police officers arrive.

Pursuant to El Segundo Municipal Code § 1- 7- 9(A), staff recommends that the City Council find that the City's best interests are served by a direct award of a contract without a competitive selection process and authorize the City Manager or designee to execute the proposed agreement in a form acceptable to the City Attorney.

CITY STRATEGIC PLAN COMPLIANCE:

Goal 1: Develop and Maintain Quality Infrastructure and Technology

Strategy B: Seek opportunities to implement the use of innovative technology to improve services, efficiency, and transparency.

Goal 2: Optimize Community Safety and Preparedness

Agreement With Flock Safety for the ESPD Drone First Responder Program

December 3, 2024

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Strategy A: Comprehensively address the unsheltered homeless population.

Strategy D: Ensure that the community feels safe and is satisfied with the services of the El Segundo Police Department.

PREPARED BY:

Luke Muir, Police Lieutenant

REVIEWED BY:

Saul Rodriguez, Police Chief

APPROVED BY:

Barbara Voss, Deputy City Manager

ATTACHED SUPPORTING DOCUMENTS:

None



City Council Agenda Statement

Meeting Date: December 3, 2024

Agenda Heading: Staff Presentations

Item Number: D.16

TITLE:

Review and Discussion of Billboard and Off-Site Signage Standards Being Permitted

RECOMMENDATION:

1. Receive and file staff's presentation.
2. Discuss and provide staff with feedback and direction related to billboard and off-site signage standards being permitted in the City.
3. Alternatively, discuss and take other action related to this item.

FISCAL IMPACT:

None.

BACKGROUND:

The City's sign ordinance currently prohibits any outdoor advertising structures and outdoor advertising displays, regardless of size, that do not advertise the business conducted, the services rendered, or the goods produced on the property where the sign is placed. Generally, this type of advertising is called "off-site advertising."

Currently, billboards and building wraps are the most common forms of off-site advertising.

The City has received inquiries from the Los Angeles Chargers and the owner of the Los Angeles Times regarding the allowance of off-site advertising (billboards/building wraps, etc.) respectively for commercial purposes along PCH and on the Los Angeles Times building on Imperial Highway. Although the City's sign ordinance permits "Works of Art" (i.e., murals), commercial advertising within the mural is limited. Use of registered, copyrighted, or trademarked names, insignia, or logos in the mural is limited to the lesser of six-square feet or one-percent of the area of the artwork. Murals have been thus far been limited to the downtown area and are not commercial in nature.

Billboard and Off-Site Signage Standards

December 3, 2024

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DISCUSSION:

Under current state and federal laws, a city may regulate or entirely prohibit billboards for aesthetic and public safety reasons, so long as the city's ordinance complies with the First Amendment. To maintain the aesthetic environment and to ensure pedestrian and traffic safety, the El Segundo Municipal Code prohibits billboards ([El Segundo Municipal Code §§ 15-18-1\(A\), 15-18-2\(C\)](#)). A complete prohibition on billboards like El Segundo's is the most constitutionally sound approach as exceptions to an overall prohibition may render the underlying prohibition unconstitutional.

Once a public agency opens a view corridor for off-site advertising, it is legally difficult to prohibit off-site advertising in the view corridor. Accordingly, if PCH or Imperial allow for off-site advertising, then those areas may have to allow for off-site advertising for the entirety of those streets. It should also be noted that the legal distinction between "murals" and "commercial signage" is becoming blurrier and more difficult to legally defend. It should be noted that off-site advertising companies aggressively litigate the right to have this type of signage.

Staff brings this to City Council as a discussion item to determine if there is any desire to explore the possibility of allowing billboards and other outdoor advertising displays on multi-story, high-rise buildings, or otherwise off-site signage. A variety of questions/factors should be discussed while contemplating this subject, such as:

Taking the 2017 intent and purpose of the comprehensive sign update into consideration, a variety of questions/factors should be discussed while contemplating this subject, such as:

1. Sign content, in most cases, cannot be regulated. Only sign type, size, location and quantity can only be regulated.
2. What is being achieved by allowing for off-site advertising in the community?
3. Who benefits from this additional signage?
4. Who is the target audience and whose attention is the signage trying to get? Various signs may compete for attention and create distractions for motorists.
5. Implications and unintended consequences of additional large signs, such as visual clutter or visual blight along major corridors.

Staff will provide a presentation of examples of outdoor advertising displays in the region.

CITY STRATEGIC PLAN COMPLIANCE:

Billboard and Off-Site Signage Standards

December 3, 2024

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Goal 5: Champion Economic Development and Fiscal Sustainability

Strategy D: Implement community planning, land use, and enforcement policies that encourage growth while preserving El Segundo's quality of life and small-town character.

PREPARED BY:

Eduardo Schonborn, AICP, Planning Manager

REVIEWED BY:

Michael Allen, Community Development Director

APPROVED BY:

Barbara Voss, Deputy City Manager

ATTACHED SUPPORTING DOCUMENTS:

None



City Council Agenda Statement

Meeting Date: December 3, 2024

Agenda Heading: Staff Presentations

Item Number: D.17

TITLE:

City Co-Sponsored Events and Fee Waivers

RECOMMENDATION:

1. Receive and file report from staff and provide direction.
2. Approve the waivers for calendar year 2025.
3. Alternatively, discuss and take other action related to this item.

FISCAL IMPACT:

Staff estimates fee waivers for FY 2024-25 to be approximately \$147,573 based on historical costs of permitted events. If additional events are approved by the Council during the 2025 calendar year, this estimate will increase. The fees waived are actual costs for City staff to provide services and are charged against Department overtime budgets.

BACKGROUND:

In 2009, the City Council voted to approve fee waiver requests for 15 annual events that the City had been supporting. The approved events included those hosted by El Segundo Unified School District and other local community service organizations. The estimated waiver of fees for the 15 events was \$45,100 for a two-year waiver term.

In December 2011, the Council voted to continue providing fee waivers for the original 15 events and added three fee waivers for banners. The estimated fee waiver for the 15 events was \$61,240 for a two-year waiver term.

In December 2013, the Council voted again to provide fee waivers for the original 15 events and three banners. The estimated fee waiver for the events and banners was \$72,670 for a two-year waiver term. In addition, the Council appointed a subcommittee to work toward a recommendation for a new process to assist in the determination of

Events and Fee Waivers

December 3, 2024

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granting fee waivers to special event applicants.

At the June 2014 City Council meeting, the subcommittee presented two documents to be utilized by applicants and City staff while seeking fee waivers from the City. The two documents were the Fee Waiver Request Form (Attachment 1), to be completed by the applicant, and the Fee Waiver Scorecard (Attachment 2), to be completed by City Staff. Staff also recommended that there be a pre-determined application period annually wherein interested applicants could submit requests for consideration and thereafter, the Council would approve the requests annually as a collective package. Any additional events throughout the year could be presented as an individual item. Council directed staff to return to the Council with alternative options for fee waivers at a subsequent meeting.

At the July 15, 2014, City Council meeting, staff returned and made the following recommendations:

- The City of El Segundo officially partners with the Chamber of Commerce as a co-sponsor of the parade, thereby removing the event from the special event permitting process and subsequent responsibility to pay for City services.
- Only non-profit organizations based within the City of El Segundo shall be considered for full or partial fee waivers.
- Of the remaining 14 events, eight events were characterized as being non-fundraising and free for the public to attend and were recommended to have 100% of fees waived:
 1. Candy Cane Lane
 2. Make a Difference Day (Tree Musketeers)
 3. Opening Day Parade (El Segundo Little League)
 4. Pancake Breakfast (El Segundo Police and Fire Associations)
 5. Promotional Dance (El Segundo PTA)
 6. Soap Box Derby (El Segundo Boy Scouts)
 7. Tasting Bee (El Segundo Girl Scouts)
 8. Homecoming Parade (El Segundo High School)

The remaining six (of 14) events were evaluated using the Fee Waiver scorecard and received partial fee waivers as follows:

1. Movie in the Park (75% waiver)
2. Arbor Day (75% waiver)
3. Main Street Car Show (75% waiver)
4. Richmond Street Fair (75% waiver)
5. Broadway in the Park (75% waiver)
6. Run for Education (25% waiver)

Events and Fee Waivers

December 3, 2024

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The City Council determined that each organization would be allotted only one event per year with waived fees and that City equipment would no longer be loaned to organizations for special events. Each applicant was also responsible for paying the \$60 special event application fee.

In 2019, staff presented an item to the City Council for consideration of increasing the fee waiver for the Run for Education from 50% to 75% based on scorecard changes. At this meeting, the Council re-approved a list of co-sponsored events and fee waivers.

The El Segundo Municipal Code ("ESMC") addresses fee waivers for certain events in streets, sidewalks, or public rights of way in ESMC § 8-8-7 as follows:

Fee Waivers: Upon an applicant's request, the director may, but is not required to, seek a fee waiver from the City Council for an event. Fees may only be waived for the following applicants:

- Non-profit groups with current internal revenue code 501(c)(3) status or 501(c)(6) status, government agencies, and public schools; or
- Community service groups or organizations without current internal revenue code 501(c)(3) status or 501(c)(6) status where the city council, by resolution, determines that the proposed event provides services that meet community needs, and it is in the public interest to waive such fees.

Similarly, for events in City parks and facilities, ESMC Chapter 9-8 provides certain fee waivers and discounts for certain nonprofit organizations.

In December 2023, City Council approved the following events for 100% fee waivers:

1. Candy Cane Lane (City of El Segundo and Residents of E. Acacia Avenue)
2. Holiday Parade (El Segundo Chamber of Commerce)
3. Opening Day Parade (El Segundo Little League)
4. Pancake Breakfast (El Segundo Firefighters Association)
5. Soapbox Derby (El Segundo Boy Scouts Association)
6. Homecoming Parade (El Segundo Unified School District)

Additionally, City Council approved the following events for 75% fee waivers:

1. Movie in the Park (El Segundo Rotary Club)
2. Main Street Car Show (El Segundo Chamber of Commerce and El Segundo Police Officers Association)
3. Main Street Fair (El Segundo Kiwanis Club)
4. Run for Education (El Segundo PTA)

Events and Fee Waivers

December 3, 2024

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Council also approved the following process for any additional fee waiver requests that may be submitted:

All other applicants wishing to request a fee waiver for an event must submit a Fee Waiver Request Form no later than three months prior to the proposed event date. Staff will evaluate the Fee Waiver Request Form utilizing the Fee Waiver Scorecard and bring a recommendation to the City Council for consideration at a regular City Council meeting.

DISCUSSION:

In recent months, City Council directed staff to return to the City Council to further discuss potential additional events to be added to the 100% fee waiver list. This discussion was initiated in response to AYSO seeking a full fee waiver for a proposed Opening Day parade in Fall 2024. The full fee waiver was denied but a 75% fee waiver was approved. Ultimately, AYSO decided not to move ahead with the event due in part to the fees associated with the Special Event permit.

During calendar year 2024, the following fee waivers were granted, totaling approximately \$147,573:

100% Fee Waivers

1. Holiday Parade (El Segundo Chamber of Commerce) - Estimated fees waived: \$24,000
2. Opening Day Parade (El Segundo Little League) - Estimated fees waived: \$12,900
3. Pancake Breakfast (El Segundo Firefighters Association): \$2,000
4. Main Street Car Show: \$3,000
5. Soapbox Derby (El Segundo Boy Scouts Association) - Estimated fees waived: \$3,000
6. Homecoming Parade (El Segundo Unified School District) - Estimated fees waived: \$15,000
7. Art Walk (El Segundo Art Walk) - Estimated fees waived: \$14,825, additional \$71,000 in grant funds from the Cultural Development Fund

75% Fee Waivers

1. El Segundo Kiwanis Club Chili Cookoff Event -\$2,348+ \$900 in rental fees waived
2. El Segundo Fire Association Fun Run - Estimated fees waived: \$15,000
3. Juneteenth (Black in Mayberry) - \$1,877 in rental fees waived, additional \$6,000 in grant funds from the Cultural Development Fund
4. Movie in the Park (Rotary) - Estimated fees waived: \$19,000

Events and Fee Waivers

December 3, 2024

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- 5. Main Street Fair - Estimated fees waived: \$7,500
- 6. El Segundo Run for Education - Estimated fees waived: \$29,000

Staff is requesting City Council approval for the same fee waivers in calendar year 2025 and direction on any modifications to the list above.

CITY STRATEGIC PLAN COMPLIANCE:

Goal 2: Optimize Community Safety and Preparedness

Strategy B: Provide cost-effective and excellent fire protection and emergency response services.

Strategy C: Protect and prepare the El Segundo Community and staff for any emergency, disaster, or environmental violation.

PREPARED BY:

Chelsea Shafer, Sr. Administrative Specialist

REVIEWED BY:

Aly Mancini, Recreation, Parks and Library Director

APPROVED BY:

Barbara Voss, Deputy City Manager

ATTACHED SUPPORTING DOCUMENTS:

- 1. Fee Waiver Request Form 2024
- 2. Fee Waiver Scorecard 2024

CITY OF EL SEGUNDO - FEE WAIVER REQUEST FORM

Applicant must complete this form at least 60 days prior to the date of the event.

Applicant must attach a copy of the most recent year's financial statement of the requesting organization.

Name of Organization		Date Submitted	
Organization Address			
Type of Organization	<input type="checkbox"/> Resident Individual/Non Profit (501c # _____) *attach IRS certification <input type="checkbox"/> Non-Resident Non Profit (501c # _____) *attach IRS certification <input type="checkbox"/> Resident Commerical Business <input type="checkbox"/> Non-Resident Commerical Business		
Contact Name, Phone, Email			
Name of Event		Type of Event	
Address/Location of Event			
Event Dates/Times (including set-up & break-down)			
From	Date	____/____/____	Time
To	Date	____/____/____	Time
		____:____ am / pm	
		____:____ am / pm	
Aniticipated Attendance		Has this event previously been held?	Yes / No
Is there any admission/registration charged?	Yes / No	Were City fees previously waived?	Yes / No

Event Budget

ESTIMATED REVENUE	AMOUNT	ESTIMATED EXPENSES	AMOUNT
Cash Donations		Equipment & Supplies	
Admission/Registration Fees		Advertising	
Vendor Fees		Staff/Security	
Other		Site Services	
TOTAL REVENUE		TOTAL EXPENSES	

Estimated Expenses - City Support Services (to be completed by City Staff)

CITY DEPARTMENT	PERSONNEL	NON-PERSONNEL	TOTAL
Fire Department			
Police Department			
Public Works Department			
Recreation & Parks Department			
Permit Fees (Event, Banner, Sound, Rental)			
Equipment (Tables, Chairs, Canopies)			
Miscellaneous			
TOTAL			

Organization's Financial Summary (to be completed by City Staff)

Salaries / Admin / Advertising	\$	Total Annual Budget	\$
Other Expenses	\$	Direct to Social **	%

** "Direct to Social" represents the percentage of the organization's annual operating budget that is used for social programs.

CITY OF EL SEGUNDO FEE WAIVER SCORECARD

EVENT NAME & DATE:

Category	Comments	Score
ORGANIZATION INFORMATION		
<i>This section considers the organization's financial status and the percentage of the organization's funds that are used directly for social programs.</i>		
Type of Organization		
Resident / El Segundo Non-Profit (10)		
El Segundo School Org. (8)		
Non-Resident Non-Profit (6)		
Resident Commercial (4)		
Non-Resident Commercial (2)		
Other (0)		
EVENT/PROGRAM INFORMATION		
<i>This section considers whether or not the event is a fundraiser. It also considers who the event or program is designed for.</i>		
Fundraising Status		
Non-fundraising (4)		
Fundraising for ES Org (3)		
Fundraising for other (1)		
Target Audience (Defined as the population that the event or program is intended to serve.)		
El Segundo Residents (4)		
General Public (3)		
Exclusive Use (0)		
Cost to Participate		
Free to attend (2)		
Fee charged (0)		
CONSIDERATIONS		
<i>This section considers the perceived benefits and the impacts of the event or program to the residents of the City El Segundo.</i>		
Perceived Community Benefit		
Mostly Community (5)		
Considerable Community (4)		
Balanced (3)		
Considerably Individual (2)		
Mostly Individual (0)		
Impact		
Street Closure (-1)		
Property Wear & Tear (-1)		
Sound Impact (-1)		
Other Considerations & Recommendations		
TOTAL SCORE (out of 25)		
Total Amount Requested to be Waived _____		
Total Amount Waived _____		

Level 1 - 25-20 Consider waiving most fees (75%)
 Level 2 - 19-15 Consider waiving partial fees (50%)

Level 3 - Consider waiving minimal fees 14-10 (25%)
 Level 4 - <9 Do not consider waiving fees (0%)



City Council Agenda Statement

Meeting Date: December 3, 2024

Agenda Heading: Staff Presentations

Item Number: D.18

TITLE:

The Plunge Public Art Budget Approval

RECOMMENDATION:

1. Approve \$127,500 from the Cultural Development Fund to be allocated towards public art in The Plunge.
2. Alternatively, discuss and take other action related to this item.

FISCAL IMPACT:

Estimated costs for the Plunge Public Art project is \$127,500 from the Cultural Development Fund.

BACKGROUND:

On November 19, 2019, the City Council approved Ordinance No. 1594, establishing a Public Art or In-Lieu Fee Requirement and a Cultural Development Fund ("CDP Fund"). The ordinance is codified in El Segundo Municipal Code (ESMC) Chapter 15-34. This requirement applies to certain commercial and industrial developments with a project cost of \$2,000,000 or more. Developers may fulfill this requirement by either commissioning public artwork on-site equal to 1% of the project cost or by contributing 1% of the project cost to the City's CDP Fund.

The City of El Segundo's Cultural Development Program's (CDP) mission is to expand the City's artistic, cultural, and creative resources by enhancing the environment and quality of life. The intent is to achieve high-quality and site-specific artwork and art experiences, increase public access to the arts, encourage civic engagement, help drive tourism and revenue to local businesses, contribute towards realizing cultural equity and inclusion, create opportunities for artists and art organizations in the region, and to transform people, places and communities.

Pursuant to ESMC § 15-34-7, the City can program monies in the CDP Fund the

The Plunge Public Art RFQ

December 3, 2024

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following specific, limited purposes:

1. For the design, acquisition, commission, installation, improvement, relocation, maintenance, conservation, restoration, utility charges, and insurance of artwork;
2. To sponsor or support artistic or cultural services;
3. For the City's costs of administering the CDP Fund and associated programs.

DISCUSSION:

The CDP has funded several murals through community partners such as the El Segundo Art Walk. However, since the program's inception in 2019, no public artworks have been directly commissioned by the CDP. Recognizing the role of public art in enhancing the city's character and contributing to its cultural assets, the CDP has prioritized initiating City-led public art projects to build a civic art collection.

Staff have identified several opportunities to incorporate public art into capital improvement projects, including the historic Urho Saari Swim Stadium, also known as "The Plunge." Originally opened in 1940 as a Works Progress Administration project, the Plunge is undergoing significant renovations to continue serving the community's aquatic and recreational needs. The proposed public art enhancement for this facility involves utilizing one of the 788-square-foot walls spanning the length of the pool. Considering the environmental factors—such as moisture, humidity, cleaning chemicals, and high public interaction—Staff, in collaboration with the Arts & Culture Advisory Committee, recommend a mosaic tile installation for the site.

To ensure a high-quality, impactful artwork appropriate for the scale of the site, a project budget of \$125,000 is proposed. This budget will support a competitive RFQ process to solicit qualified artists. From the applicant pool, three artists will be shortlisted to develop design concepts, with each receiving a \$750 honorarium to compensate for their time, materials, and any associated site visit expenses.

Staff conducted research on public art projects of similar scope to determine the recommended budget, ensuring it aligns with professional standards and the goals of delivering a lasting and meaningful artwork for The Plunge. A draft of the RFQ was presented to the Arts & Culture Advisory Committee during a special meeting held on Monday, September 3, 2024 where the Committee unanimously approved the budget recommendation to Council.

CITY STRATEGIC PLAN COMPLIANCE:

The Plunge Public Art RFQ

December 3, 2024

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Goal 1: Develop and Maintain Quality Infrastructure and Technology

Strategy A: Seek opportunities to implement and expedite the projects in the Capital Improvement Program and ensure that City-owned infrastructure is well maintained, including streets, entryways, and facilities.

Strategy C: Maintain an innovative General Plan to ensure responsible growth while preserving El Segundo's quality of life and small-town character.

Goal 3: Deliver Solution-Oriented Customer Service, Communication, Diversity, Equity, and Inclusion

Strategy A: Enhance proactive community engagement program to educate and inform the public about City services, programs, and issues.

Strategy B: Implement Diversity, Equity, and Inclusion (DEI) initiatives to cultivate representation and opportunities for all the members of the community.

PREPARED BY:

Chelsea Shafer, Sr. Administrative Specialist

REVIEWED BY:

Aly Mancini, Recreation, Parks and Library Director

APPROVED BY:

Barbara Voss, Deputy City Manager

ATTACHED SUPPORTING DOCUMENTS:

1. THE PLUNGE PUBLIC ART RFQ

**THE PLUNGE MOSAIC TILE MURAL REQUEST FOR QUALIFICATIONS
EI SEGUNDO CULTURAL DEVELOPMENT PROGRAM SEEKS MOSAIC ARTIST
DEADLINE: February 6, 2025**

I. INTRODUCTION

The City of El Segundo ("City") Cultural Development Program ("ESCDP" or "Program") is soliciting applications from qualified artists for the creation of a mosaic mural as part of the ongoing renovation of the historic Urho Saari Swim Stadium, commonly known as "The Plunge." Built in 1940 as a Works Progress Administration (WPA) project, The Plunge is a beloved community landmark, currently undergoing a significant renovation to restore its infrastructure while maintaining its architectural and historical integrity.

Three (3) artists from the qualification pool will be selected to advance to proposals. The three selected artists will be invited to a site visit to The Plunge and paid an honorarium of \$750 to develop proposals for consideration of The Plunge Mosaic Mural Public Art Project. The artist with the successful proposal will be awarded a contract and tasked with designing, fabricating, and installing a mosaic tile mural that reflects both the history of The Plunge and its continued role as a vibrant hub for community and athletic life in El Segundo. The total budget for this project is \$125,000.

II. BACKGROUND

The City of El Segundo—is a thriving coastal community in the South Bay region of Los Angeles County. The City is named after Standard Oil Company's second oil refinery in California ("the second") and was incorporated on January 18, 1917. El Segundo is 5.46 square miles—with a current population of 16,504 and is renowned for maintaining a quaint, small-town atmosphere as well as a dynamic business community that includes some of the world's most prestigious companies. It is home to the *Los Angeles Lakers*, *Los Angeles Kings*, *Los Angeles Chargers*, *Raytheon Technologies*, *Boeing*, *Los Angeles Air Force Base - Space Base Delta 3/Space Systems Command*, *Mattel*, *L'Oreal*, *Beyond Meat*, and the *Los Angeles Times*.

In 2018, El Segundo City Council adopted legislation that requires new commercial developments valued over \$2 million to contribute an equivalence to 1% of their project costs towards public art, cultural events, and arts programming. The El Segundo Cultural Development Program (ESCDP) stewards this fund and facilitates the valuable contributions from developers in the pursuit of making El Segundo a place where arts and culture can thrive. To date, the Cultural Development Program has generated over \$2.1 million for arts and culture in the City, including over a dozen public artworks and year-round programming.

The ESCDP's mission is to expand the City's artistic, cultural, and creative resources by enhancing the environment and quality of life. The intent is to achieve high-quality and site-specific artwork and art experiences, increase public access to the arts, encourage civic engagement, help drive tourism and revenue to local businesses, contribute towards realizing cultural equity and inclusion, create opportunities for artists and art organizations in the region, and to transform people, places and communities. For more information, visit <https://www.elsegundolibrary.org/about-us/cultural-development-program-268521>.

The Program works with established and emerging artists from all disciplines to create permanent artwork, creative place keeping projects, public engagement activities, temporary art exhibitions and event-based programming.

The Plunge’s History and Renovation

The Urho Saari Swim Stadium, affectionately known as The Plunge, first opened in 1941 and was named after Urho Saari, a prominent local figure who developed El Segundo’s swimming program. The Plunge has been an essential facility for aquatic training, recreation, and community events for over 80 years. It holds a special place in El Segundo’s history, serving as a training ground for several Olympians and many water polo champions.

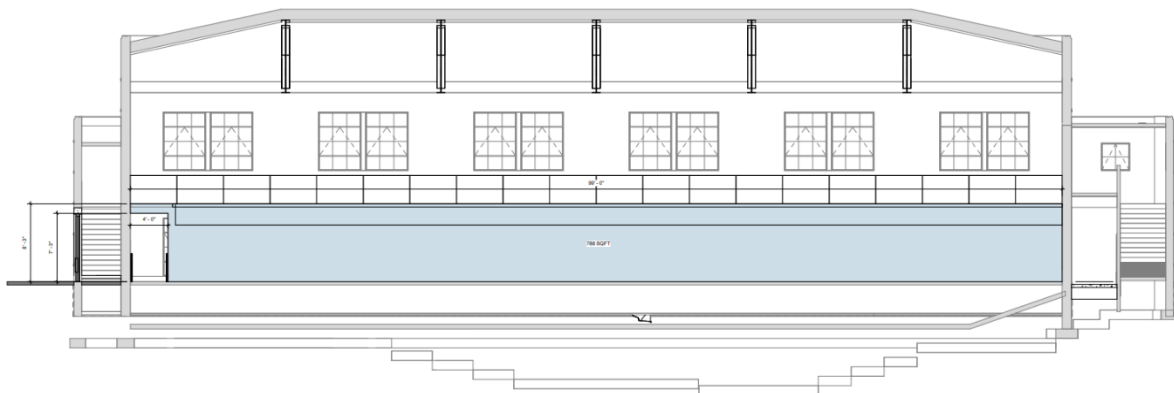
The Plunge, designed by architect John C. Austin, is also notable for its artistic elements, including two 30-foot by 8-foot bas-relief sculptures on the building’s exterior by renowned muralist Tony Heinsbergen. These sculptures, depicting swimmers, are integral to the building’s historic character, underscoring its significance as a WPA-era facility.

The current \$14 million renovation project, set for completion in 2025, aims to preserve the historical charm of the stadium while updating critical systems and enhancing its usability. This project includes restoring the bas-reliefs and upgrading the building’s mechanical and filtration systems to support a modern aquatics program, offering fitness classes, adaptive programs, and community events for all ages

III. PROJECT DESCRIPTION AND SCOPE OF SERVICES

SITE:

The mosaic tile mural will be located within the interior of the aquatic facility along a 788 sqft wall measuring 8 ft 3 in. x 99 ft. The wall is situated along the pool deck and spans the length of the interior pool. Due to the nature of the facility, the conditions of this site include exposure to moisture, chlorine, humidity, and frequent contact with facility patrons.



PUBLIC ART APPLICATION:

Due to the conditions of this site, the artwork must be created and applied using materials and installation methods suitable for an environment that has high humidity, chlorine and other chemical agents, exposure to moisture, and potentially frequent contact with facility patrons. Mosaic tile or stone is the required medium for this public art project; the final installation must meet building and safety standards, present no danger or risk to the public, be able to withstand the elements of the site, and withstand regular cleaning using common custodial supplies.

VISION:

The Urho Saari Swim Stadium, aka “The Plunge,” is a cherished historical recreation facility in El Segundo. The public art project for The Plunge will be a prominent component of the facility’s renovation, located in a highly visible and central location. The public art will complement the restored aesthetic and architectural elements of The Plunge and reflect the facility’s history and significance to the community.

GOALS:

The Plunge Tile Mosaic will:

- Contribute to the renovation of an inspiring and cherished historical facility
- Develop from the design concept of the Urho Saari Swim Stadium renovation project and be an integral component of the restoration
- Be community and site responsive
- Express the rich history of the Urho Saari Swim Stadium and its significance as a place for sport, leisure, recreation, and play
- Be designed and installed with appropriate materials and applications to sustain harsh conditions while posing minimal risk to safety for the public
- Include content that is appropriate for all-ages and contain no text, logos, or branding.

IV. BUDGET

The total, all-inclusive budget for this public art project is \$125,000.00 USD, and includes (but is not limited to) the following costs associated with this public art project:

1. Artist fees (including artist design, research, administration, supervision and studio expenses);
2. Concept;
3. Detailed Design (to include material and installation specifications);
4. Professional Design Fees;
5. Community Engagement (If Applicable);
6. Travel and Accommodation(If Applicable);
7. Materials, Services and Equipment;
8. Artwork Fabrication and Creation;
9. Site Preparation;
10. Freight, Transportation, Shipping, Taxes, Customs and Brokerage Fees;
11. Artwork Installation

12. Contingency
13. Minimum Two (2) Year Warranty; and
14. Maintenance Plan

Disbursements will be made throughout the project as per a negotiated schedule of deliverables.

V. ELIGIBILITY

Only one application per Artist will be accepted.

An eligible applicant must:

- Be a resident of and have legal authorization to work in the US.
- Be 18 years of age or older. No preference will be given to race, color, religion, national origin, gender, military status, sexual orientation, marital status, physical or mental disability.
- Be a professional artist; The City of El Segundo recognizes a professional artist as someone who:
 - has specialized training in the artistic field (not necessarily in academic institutions).
 - is recognized as a professional by their peers (artists working in the same artistic tradition).
 - is active in and committed to their art practice.
 - has a demonstrated history of public presentation or publication of their artwork.

ELIGIBILITY RESTRICTIONS:

Individuals with conflicts of interest are not eligible for contract award under this solicitation. Elected officials, commissioners, board members, committee members, agents, officers, and employees of the City of El Segundo and their business partners and their immediate family members are not eligible for a contract award under this RFP.

VI. APPLICATION SUBMITTAL REQUIREMENTS

Required Submission Materials (Letter of Interest, Résumé or Curriculum Vitae, Samples of Past Work, Concept Proposal & References in one MERGED PDF format document):

1. Letter of Interest shall include full contact information and contain information for the selection panel that may not be conveyed through the resume or work samples.

The Letter of Interest (**1000 words maximum**) should address the applicant's interest in the project and inspiration for a proposal submitted. This includes, but not limited to, research of the Urho Saari Swim Stadium ("The Plunge") and El Segundo, approach of the design concept, and how the applicant will align their proposal with the goals of the project.

2. Professional Résumé or Curriculum Vitae. The résumé should demonstrate the applicant's history of publicly presenting works of a similar nature and ability to manage a public art project of similar scope and budget.
3. Samples of Past Work. Submit 10 images of previous works that accurately reflect the applicant's art practice and demonstrate skill in the required medium for the public art project.

4. References. Submit the names, addresses, current telephone numbers and/or e-mail addresses for three authorities on your work. Do not submit letters of recommendation.

Submission materials must be submitted as ONE SINGLE PDF (2MB Maximum) format document. Submittal is due no later than 5:00PM, FEBRUARY 6, 2025. Please e-mail submissions with “THE PLUNGE PUBLIC ART” in the subject line to Cultural Arts Coordinator, Randy Niessen at rniessen@elsegundo.org. Late or incomplete submissions will not be considered.

VII. SELECTION CRITERIA

A panel of five members, comprised of community members, artists, Arts & Culture Advisory Committee members, and City of El Segundo staff, selected by ESCDP staff, will convene to review the The Plunge Public Art applicant qualifications. The selection panel will recommend three (3) finalists to advance to developing proposals to the Arts & Culture Advisory Committee. The panel will convene to review the shortlisted proposals before making a final selection.

Each application will be reviewed and evaluated based on the following matrix:

Item	Evaluation Criteria	Weight	Rating	Score
7.1	Letter of Interest – Stated Interest and Approach	25		
7.2	Qualifications	20		
7.3	Demonstrate Excellence of Past Work in Conceptual, Aesthetic and Technical Terms	30		
7.4	Ability to Create a Work(s) of Art that Meets the Project Goals	25		
MAXIMUM POSSIBLE TOTAL SCORE				/1000

Proposals will be evaluated and ranked according to the outline below. The evaluation will be based on a 0 to 10 scale.

Rating	Description
10	Exceeds expectations; Proponent clearly understands the requirement, excellent probability of success.
8	Somewhat exceeds expectations; high probability of success
6	Meets expectations; Proponent has good understanding of requirement, good probability of success.

4	Somewhat meets expectations; minor weakness or deficiencies, fair probability of success.
2	Does not meet expectations or demonstrate understanding of the requirements, low probability of success.
0	Lack of response or complete misunderstanding of the requirements, no probability of success.

VIII. ADMINISTRATION

The selected applicant must enter into an agreement with the City. The applicant must coordinate their schedule with ESCDP staff and adhere to project timelines and deliverable deadlines.

The selected applicant will be asked to obtain, at the applicant’s sole cost and expense, all insurance required by the City.

The selected applicant may be asked to obtain, at the applicant’s sole cost and expense, a City of El Segundo business tax license.

Any changes, alterations, or modifications of conceptual design must be approved by ESCDP staff and the Arts & Culture Advisory Committee. Applicant must agree to submitting required documents and designs for approval as outlined in their scope of work before commencement of activities.

ESCDP reserves the right to terminate the applicant’s agreement at any time, with or without cause.

IX. ADDITIONAL TERMS AND CONDITIONS

- For questions about the Request for Proposals: Randy Niessen, Cultural Arts Coordinator; rniessen@elsegundo.org.
- ESCDP staff reserves the right to accept or reject any applications or portions thereof without stated cause. In selection of a finalist, ESCDP staff shall attempt to negotiate and reach a final agreement with the finalist. If the ESCDP, for any reason, is unable to reach a final agreement with the finalist, the ESCDP then reserves the right to reject such finalist and negotiate a final agreement with another finalist who has the next most viable proposal. The ESCDP may also elect to reject all proposals and re-issue a new RFP.
- ESCDP is not responsible for the loss or damage of any submitted materials. All information contained herein does not constitute either an expressed or implied contract and these provisions are subject to change without notice at any time and for any reason in the sole discretion of the ESCDP.
- ESCDP is committed to fostering a diverse and inclusive workforce. Diverse applicants are encouraged to apply.

X. TENTATIVE SCHEDULE

Application Deadline	February 6, 2025
Review of Qualifications (Selection Panel & ACC)	February 20, 2025
Notices to Selected Shortlist	February 21, 2025
Site Visit	March 20, 2025
Shortlist Proposals Due	April 17, 2025
Final Selection	May 8, 2025
Agreement Executed with Final Scope	May 29, 2025
Project Start Date	May 30, 2025
On-Site Installation	November 1, 2025
Project Completion	December 15, 2025

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XI. SIGNATURE BLOCK

Please return this page with your application or duplicate the information in your cover letter.

The undersigned hereby certifies:

- () familiarization with all terms, conditions, and specifications herein stated,
- () artist/organization is qualified to perform work and services as proposed,
- () that the application submitted is valid until _____(date).

Name

Authorized Signature

Mailing Address

E-mail Address

City, State, Zip

Phone Number



City Council Agenda Statement

Meeting Date: December 3, 2024

Agenda Heading: Staff Presentations

Item Number: D.19

TITLE:

Recreation Park Renovation Project Phase One - Proposed Teen Center and Teen Plaza Schematic Design

RECOMMENDATION:

1. Approve Teen Center and Teen Plaza Schematic design.
2. Alternatively, discuss and take other action related to this item.

FISCAL IMPACT:

The estimated cost for renovation of the Teen Center and Teen Plaza was included in the Adopted FY 2024-25 Budget as part of the overall Recreation Park Project budget.

Amount Budgeted: \$8,704,848.97

Estimated Teen Center and Teen Plaza Renovation Cost: \$3,695,650-\$3,957,300

Additional Appropriation: None

Account Number: 301-400-8202-8421 (Capital Improvement Fund: Recreation Park Projects)

BACKGROUND:

On August 31, 2022, a joint meeting of the City Council and Recreation and Parks Commission was held at the Joslyn Center to consider options for moving ahead with a variety of improvements to Recreation Park. At the meeting, the City Council and the Recreation and Parks Commission directed staff to retain the existing layout of Recreation Park while making needed upgrades using a phased approach, which would include making a series of renovations and updates to each facility or amenity over time as funding is available.

Teen Center and Teen Plaza Schematic Design

December 3, 2024

Page 2 of 3

In April 2023, the City executed an agreement with architectural design firm, LPA, Inc. to provide conceptual design plans for Phase One of the Recreation Park Renovation Project. The projects included in Phase One were determined to be:

1. Renovations to the Teen Center Interior and Teen Plaza, including the basketball/multi-use court and skate park.
2. Renovations of the pickleball, tennis, volleyball and paddle ball courts.
3. Renovations to Stevenson, George Brett and softball fields, including irrigation improvements.
4. Demolition and re-design of lawn bowling, horseshoes and bag toss areas.

The Council ultimately directed staff to focus on the following tasks of the Phase One Improvements: renovations to the Teen Center Interior, Teen Plaza, George Brett Field and the softball field, without new LED lighting.

After staff was unable to reach an agreeable proposal for ongoing services with LPA, Inc., MIG was selected in March 2024 to complete final plans and specifications for the selected tasks. The initial cost estimate from MIG for the selected tasks was \$13.5 million. The City Council further prioritized the tasks within Phase One and directed staff to begin the Teen Center and Teen Plaza renovations.

During early discussions about proposed renovations to the Teen Center and Teen Plaza, the City Council considered the possibility of relocating the skate park to another site within Recreation Park. However, after surveying the teens, the Park Renovation Subcommittee, and the Recreation Park Commission, it was determined that there was no support for moving the skate park outside the Teen Plaza. Staff was then directed to establish the footprint of the Teen Plaza prior to focusing on the interior improvements of the Teen Center. In subsequent meetings with the Park Renovation Subcommittee, Recreation and Parks Commission, and City Council MIG presented three options for the Teen Plaza improvements. Ultimately, Council directed MIG to continue schematic design drawings utilizing Option 2.

Option 2: Retain the general footprint of the Teen Plaza but include complete demolition of both the skate park and the basketball/multi-use court to allow for grading and a new concrete basketball/multi-use court. This option also includes resizing the basketball/multi-use court and shifting its orientation slightly.

- Estimated multi-use court and non-programmed space square footage:6,560 sq.ft.
- Estimated skate park square footage:7,090 sq.ft.
- Estimated Cost: \$1,602,450

DISCUSSION:

Partnering with MIG, the Recreation, Parks, and Library Department hosted a

Teen Center and Teen Plaza Schematic Design

December 3, 2024

Page 3 of 3

community workshop at the Teen Center and attended El Segundo Middle School lunch periods to garner feedback from teens on the Teen Center and Teen Plaza designs. After reviewing the feedback, the architects and designers produced schematic design documents including estimated costs.

Community feedback sessions revealed that teens desired enhancements that would assist in improving the overall feeling and functionality of the facility, making the Teen Center a more enjoyable space for the community. Through their team of landscape architects, civil, geotechnical, and environmental engineers, and skatepark designers, MIG presented their schematic design drawings to address their plans for demolition and remodeling of the Teen Center and Teen Plaza to the Recreation and Parks Commission on November 20, 2024. The schematic design addresses ADA accessibility, drainage, grading, seating opportunities, functionality, bike and accessible parking, lighting, and facility modernization.

The Recreation and Parks Commission voted 4-0 to approve the schematic design with a caveat that exterior lighting for the multi-use sports court be added into the final design and related cost estimates.

CITY STRATEGIC PLAN COMPLIANCE:

Goal 1: Develop and Maintain Quality Infrastructure and Technology

Strategy A: Seek opportunities to implement and expedite the projects in the Capital Improvement Program and ensure that City-owned infrastructure is well maintained, including streets, entryways, and facilities.

Strategy C: Maintain an innovative General Plan to ensure responsible growth while preserving El Segundo's quality of life and small-town character.

PREPARED BY:

Chelsea Shafer, Sr. Administrative Specialist

REVIEWED BY:

Aly Mancini, Recreation, Parks and Library Director

APPROVED BY:

Barbara Voss, Deputy City Manager

ATTACHED SUPPORTING DOCUMENTS:

1. 12-03-2024 Teen Center and Plaza Presentation MIG

Recreation Park Renovation Project - Phase One Proposed Teen Center and Teen Plaza Schematic Design

December 3, 2024



Option 2 – New Basketball / Multi-Purpose Court

Legend



Existing Skatepark



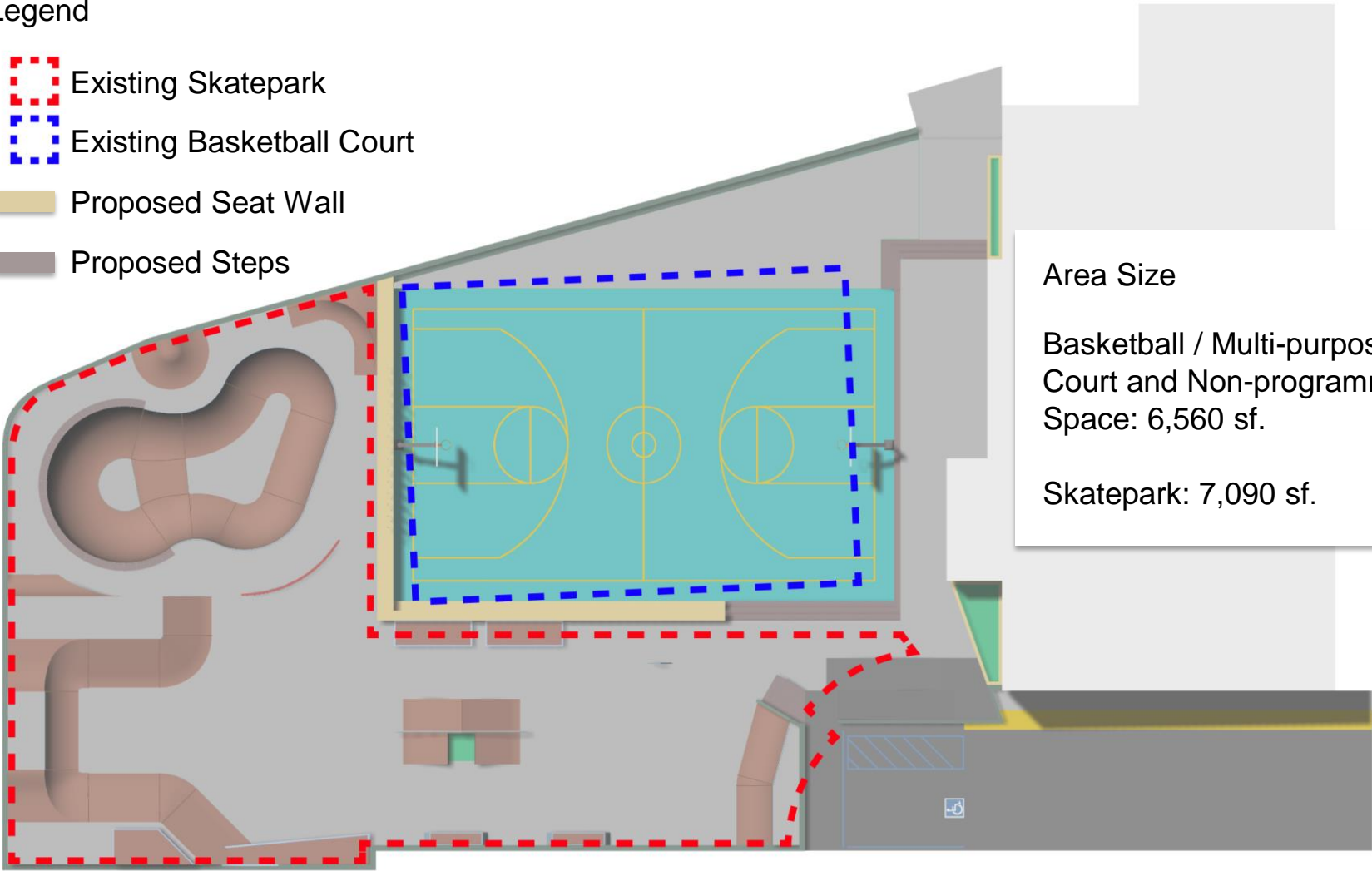
Existing Basketball Court



Proposed Seat Wall



Proposed Steps



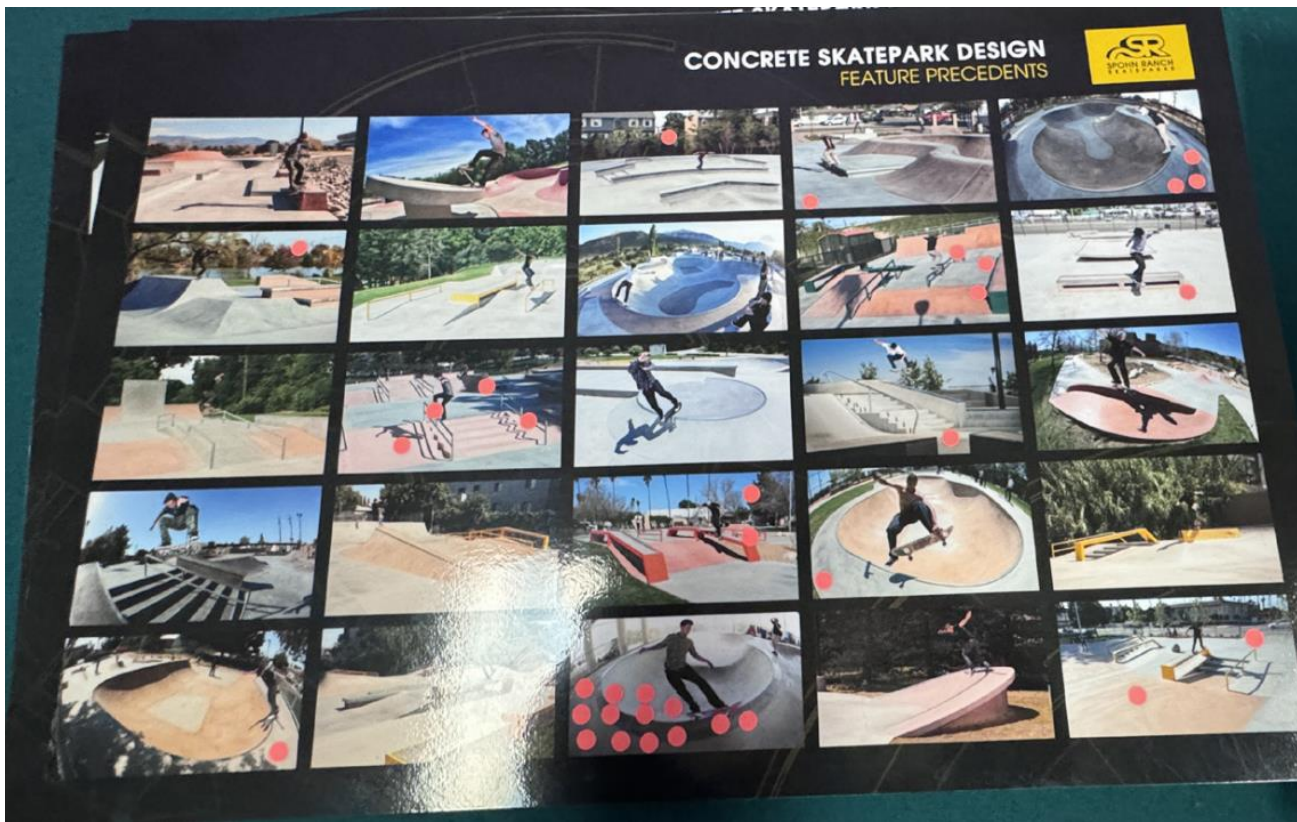
Area Size

Basketball / Multi-purpose Court and Non-programmed Space: 6,560 sf.

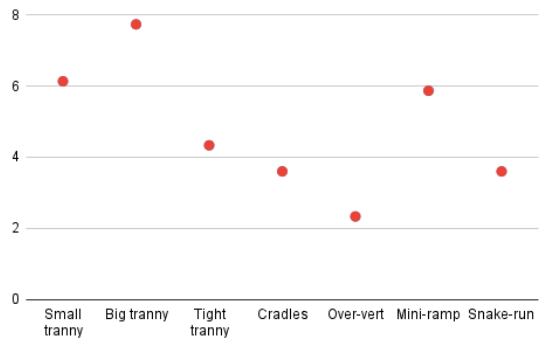
Skatepark: 7,090 sf.



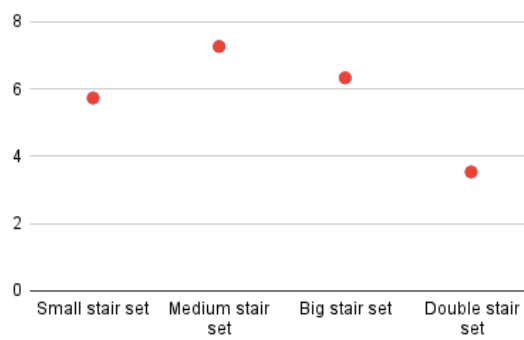




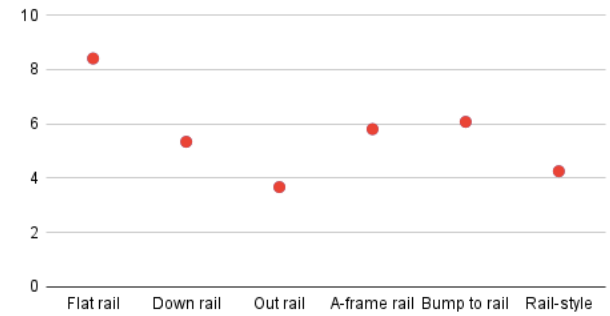
Transition



Stairs



Rails

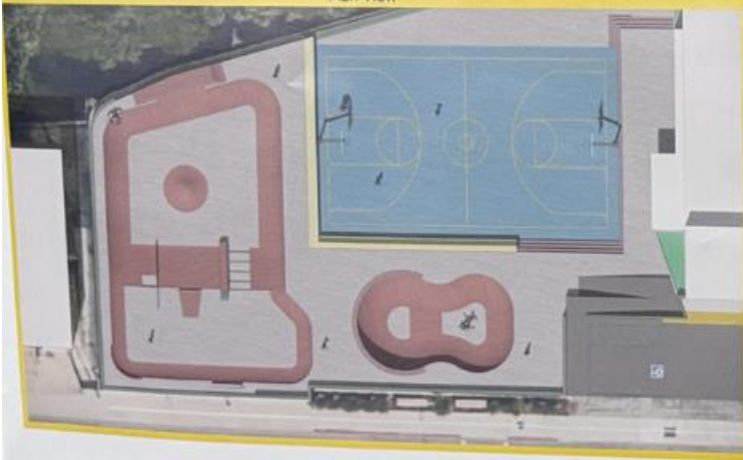


Option A - Sunken Flow/Plaza Area & Smaller/Shallower Bowl

Perspective View from Northeast



Plan View



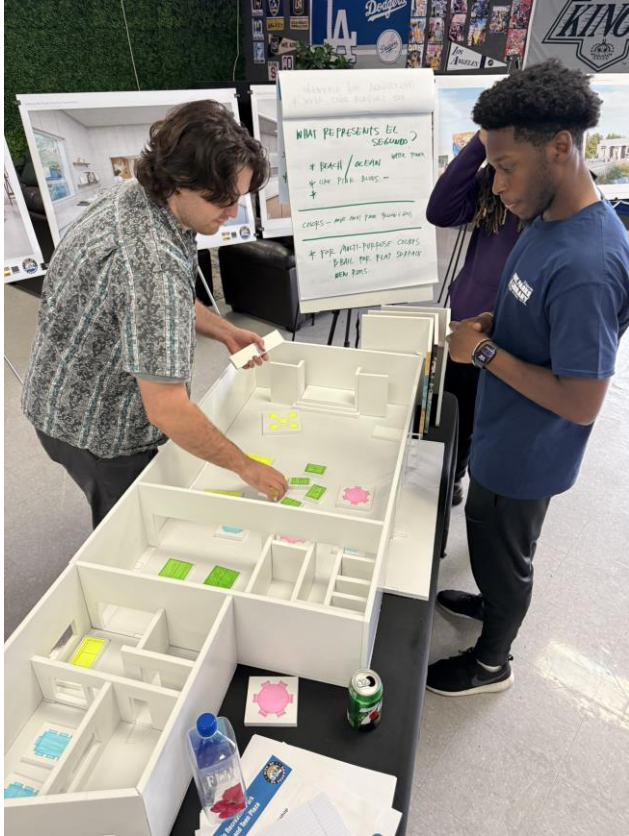
Option B - Elongated Street Area & Larger Bowl

Perspective View from Northeast



Plan View





* LIKE HOW OPEN FOR MULTIPLE
USE AT SAME TIME

* CONSIDER OVERNIGHT

* CONSIDER MANUAL - IF POWER GOES OUT

* lots of outlets @ sides of room

* E-BIKE PARKING OUTSIDE - LOCKERS

* MUSIC - SPEAKERS OUTSIDE + INSIDE

* CABLE MANAGEMENT

Teen Plaza Community Feedback Findings

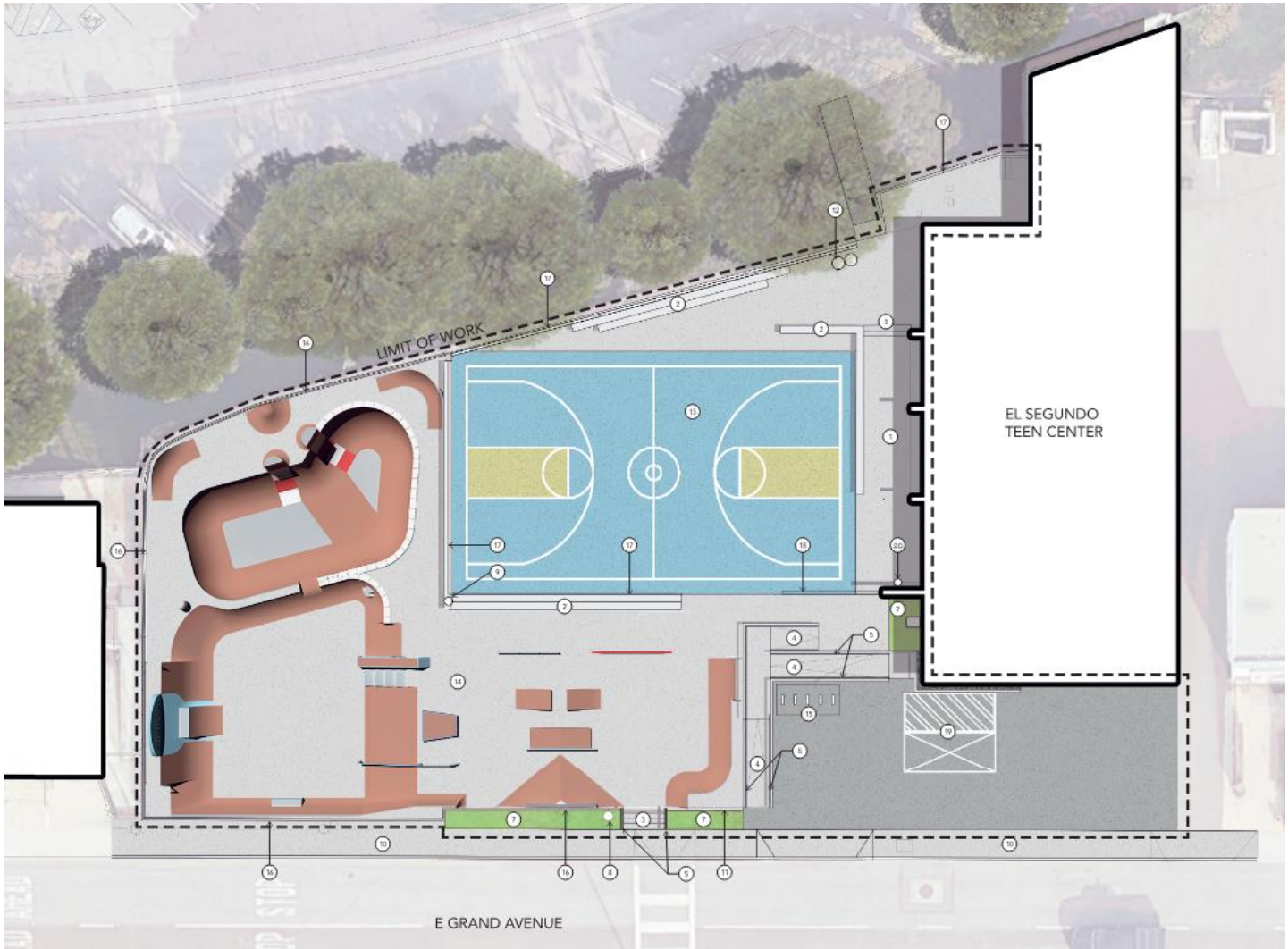
- Users prefer Option B with elongated street area and larger bowl
- Fencing around the multi-purpose court is needed
- Lockable bicycle parking needed
- Most users are advanced skateboarders but there are also intermediate skateboarders and scooter riders also
- Most use the multi-purpose court for basketball



Teen Center Community Feedback Findings

- Preference to keep space open and flexible with comfortable seating arranged around media centers for group entertainment.
- Preferred activities are table games, video gaming and movies along with hanging out and lounging
- Preference for durable materials
- Operable windows are needed for good ventilation
- Better acoustics and open shelving are requested
- Exterior mural should represent the entire City, the beach and the ocean and be completed by local artist if possible





KEYNOTES

- ① Concrete Pavement
- ② Cast-in-place Concrete Seatwall
- ③ Cast-in-place Concrete Steps
- ④ Concrete Ramp
- ⑤ Handrail at Ramp
- ⑥ Handrail at Steps
- ⑦ Planting Area
- ⑧ (E) Light to Remain
- ⑨ Security Light
- ⑩ (E) Concrete Walk to Remain
- ⑪ Monument Sign
- ⑫ Trash Receptacle
- ⑬ Multipurpose court
- ⑭ Skate Park
- ⑮ Bike Rack
- ⑯ 42" High Perimeter Fence
- ⑰ 8' High Court Fence
- ⑱ 20' Wide Sliding Gate
- ⑲ ADA Parking
- ⑳ Bottle Filler



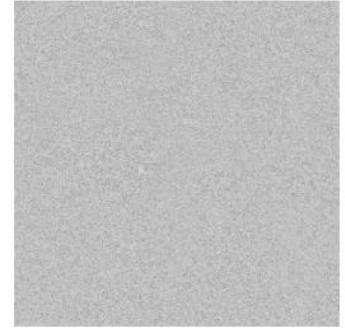
10 42" HIGH PERIMETER FENCE
SCALE: N.T.S.



7 MONUMENT SIGN
SCALE: N.T.S.



4 CONCRETE RAMP
SCALE: N.T.S.



1 CONCRETE PAVEMENT
SCALE: N.T.S.



11 8' HIGH COURT FENCE
SCALE: N.T.S.



8 TRASH RECEPTACLE
SCALE: N.T.S.



5 HANDRAIL AT STEPS AND RAMP
SCALE: N.T.S.



2 CAST-IN-PLACE CONCRETE SEATWALL
SCALE: N.T.S.



12 BOTTLE FILLER
SCALE: N.T.S.



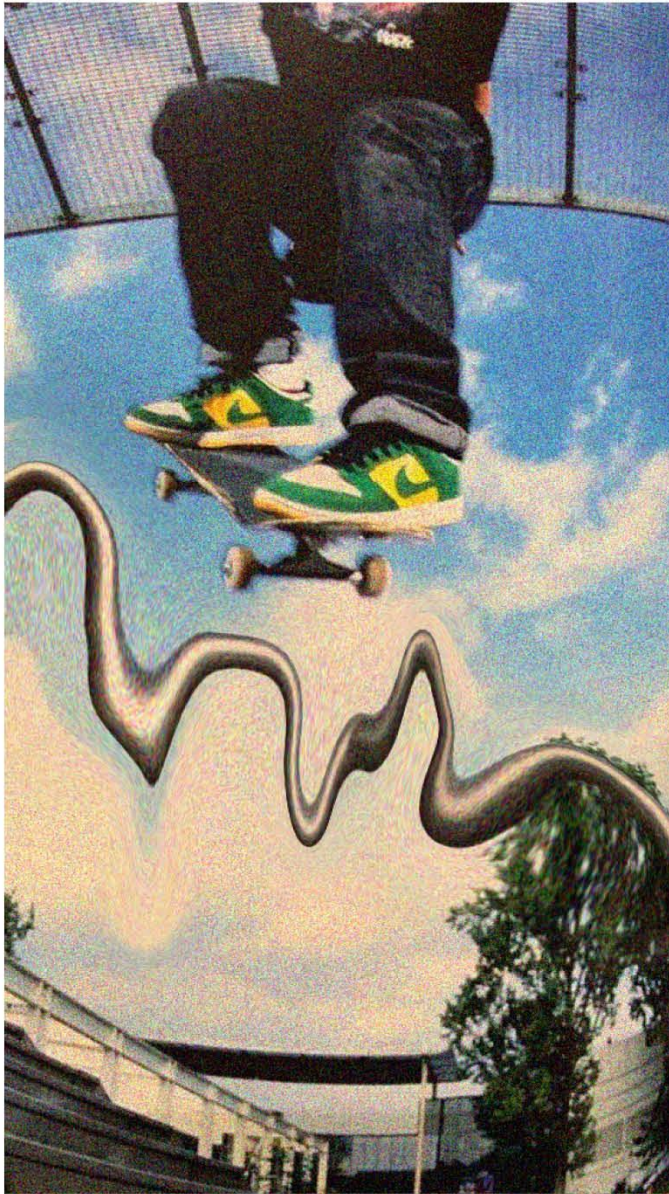
9 BIKE RACK
SCALE: N.T.S.



6 SECURITY LIGHT
SCALE: N.T.S.

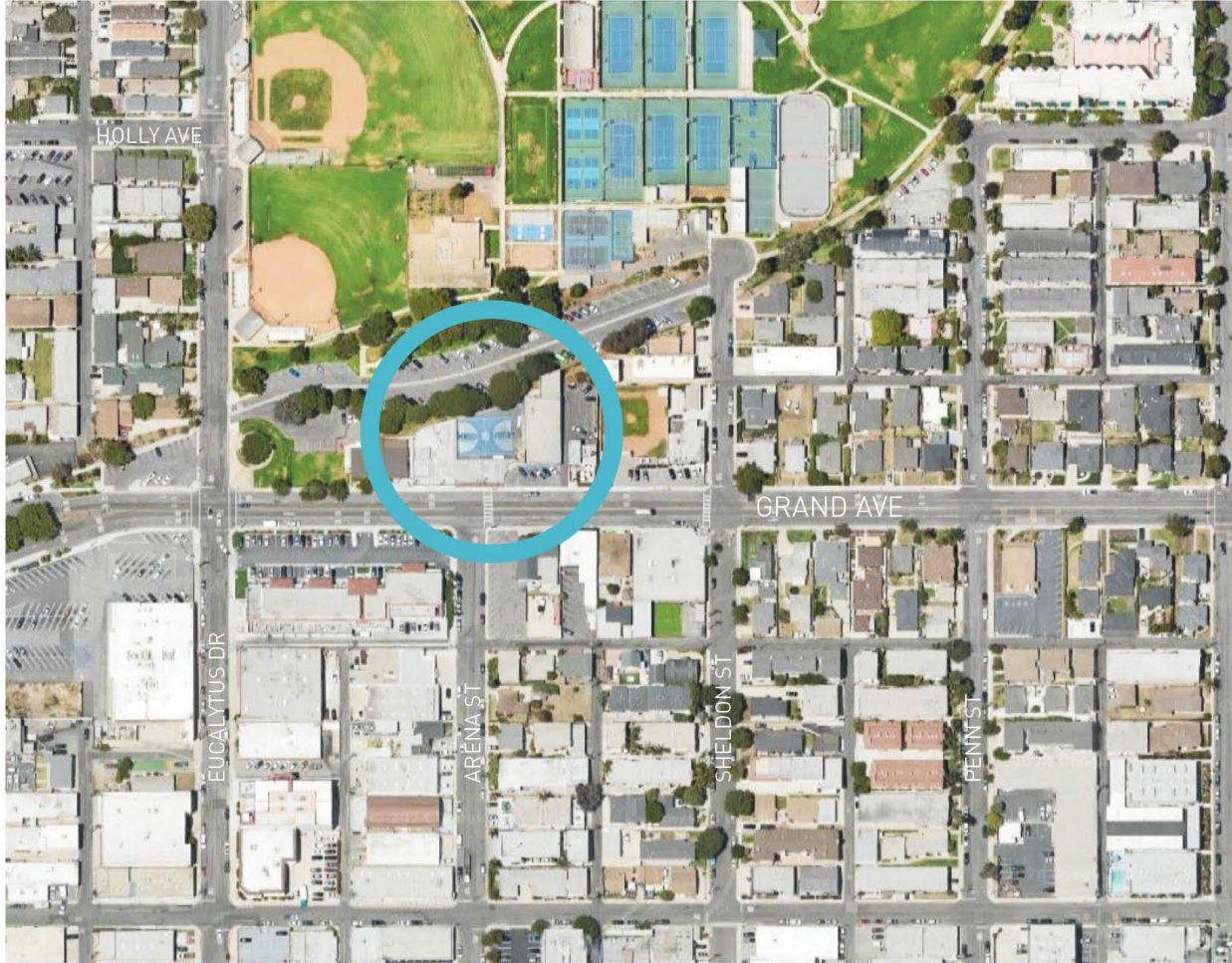


3 CAST-IN-PLACE CONCRETE STEPS
SCALE: N.T.S.



El Segundo Teen Center

405 E Grand Ave
El Segundo, CA



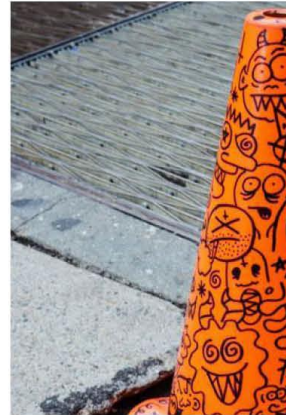
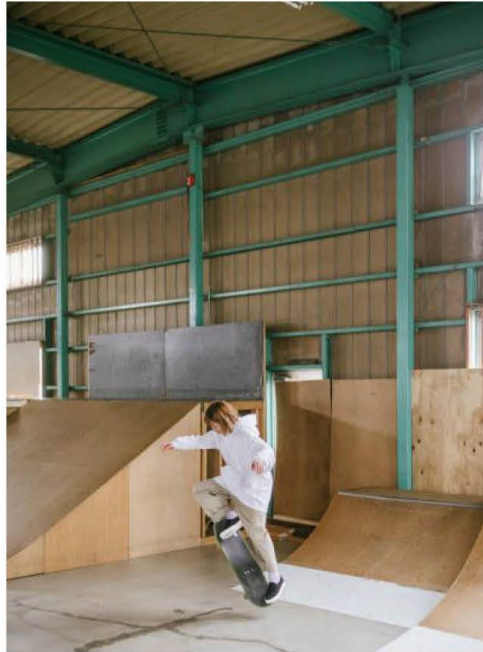
El Segundo Teen Center

405 E Grand Ave
El Segundo, CA

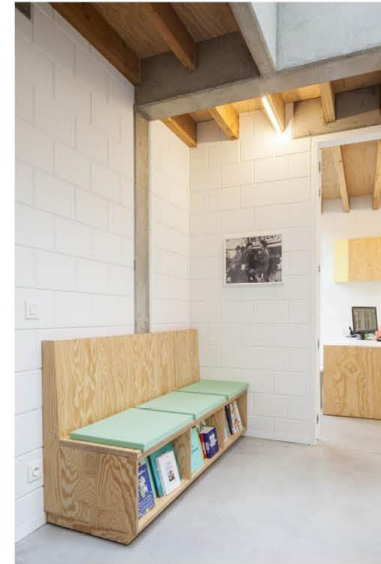
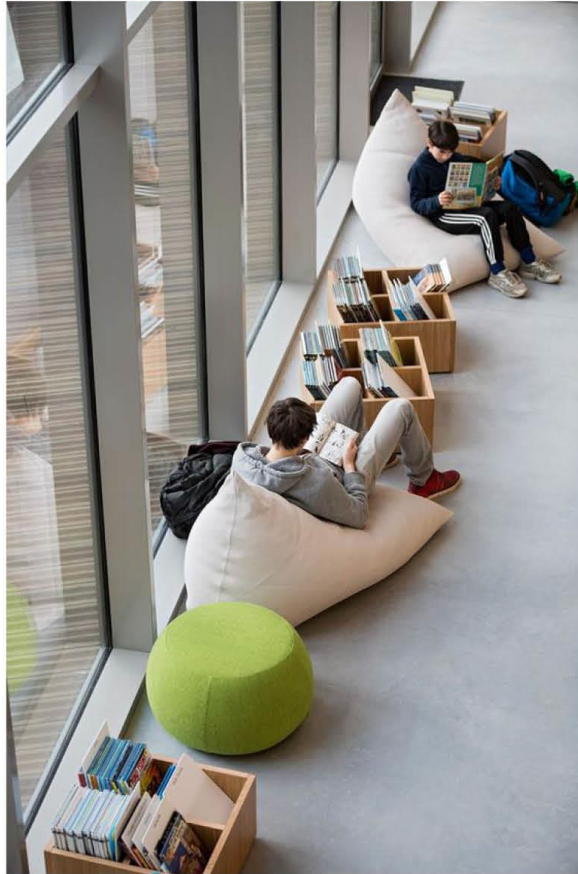
Existing



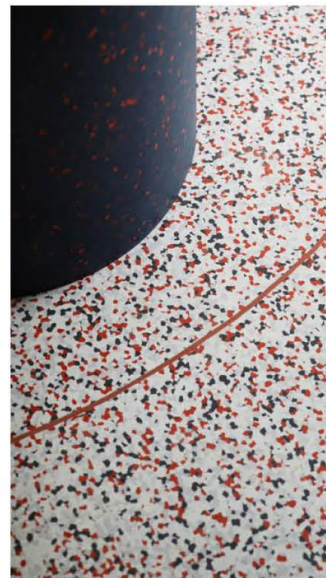
Inspiration

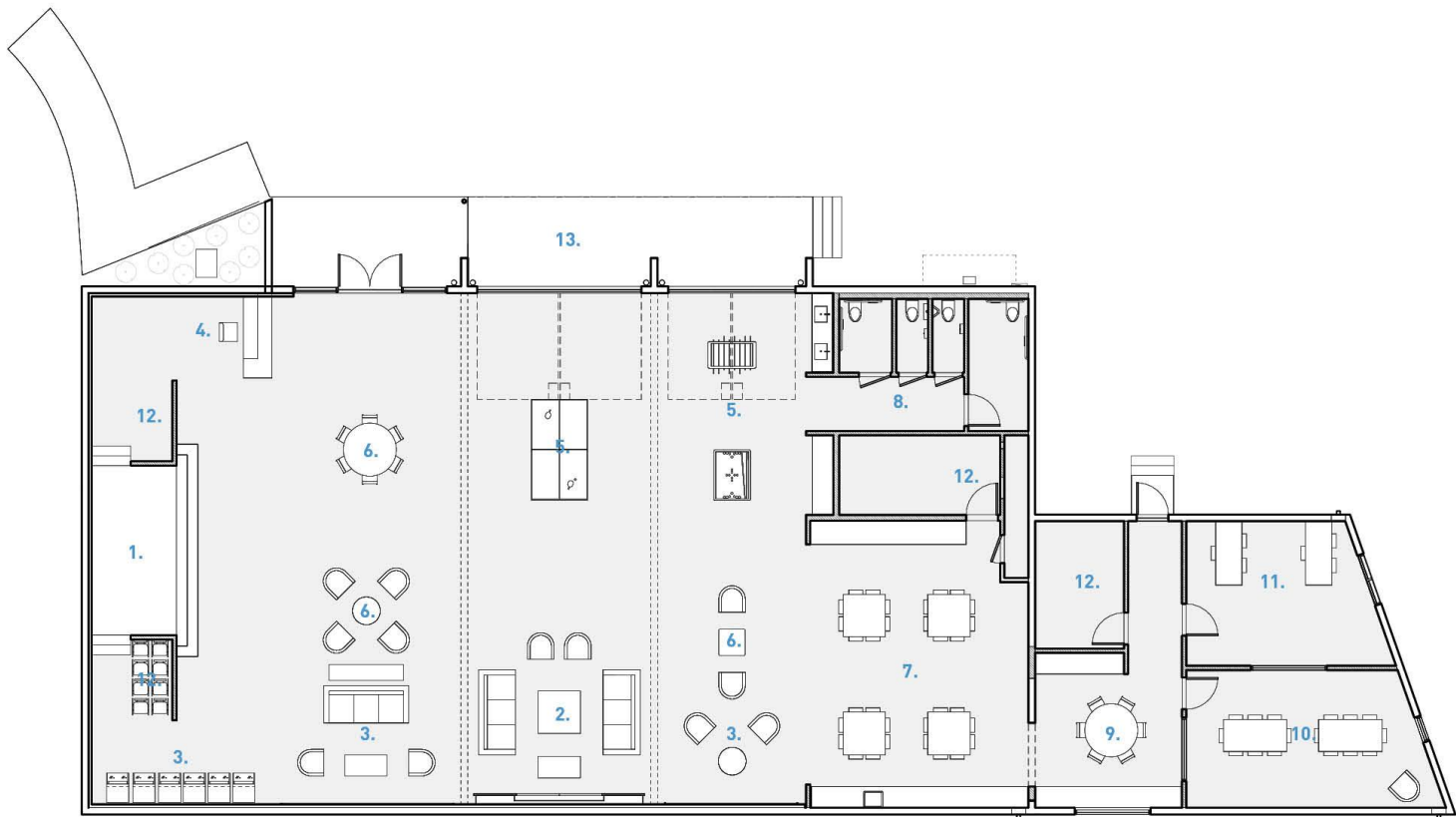


Arrangements

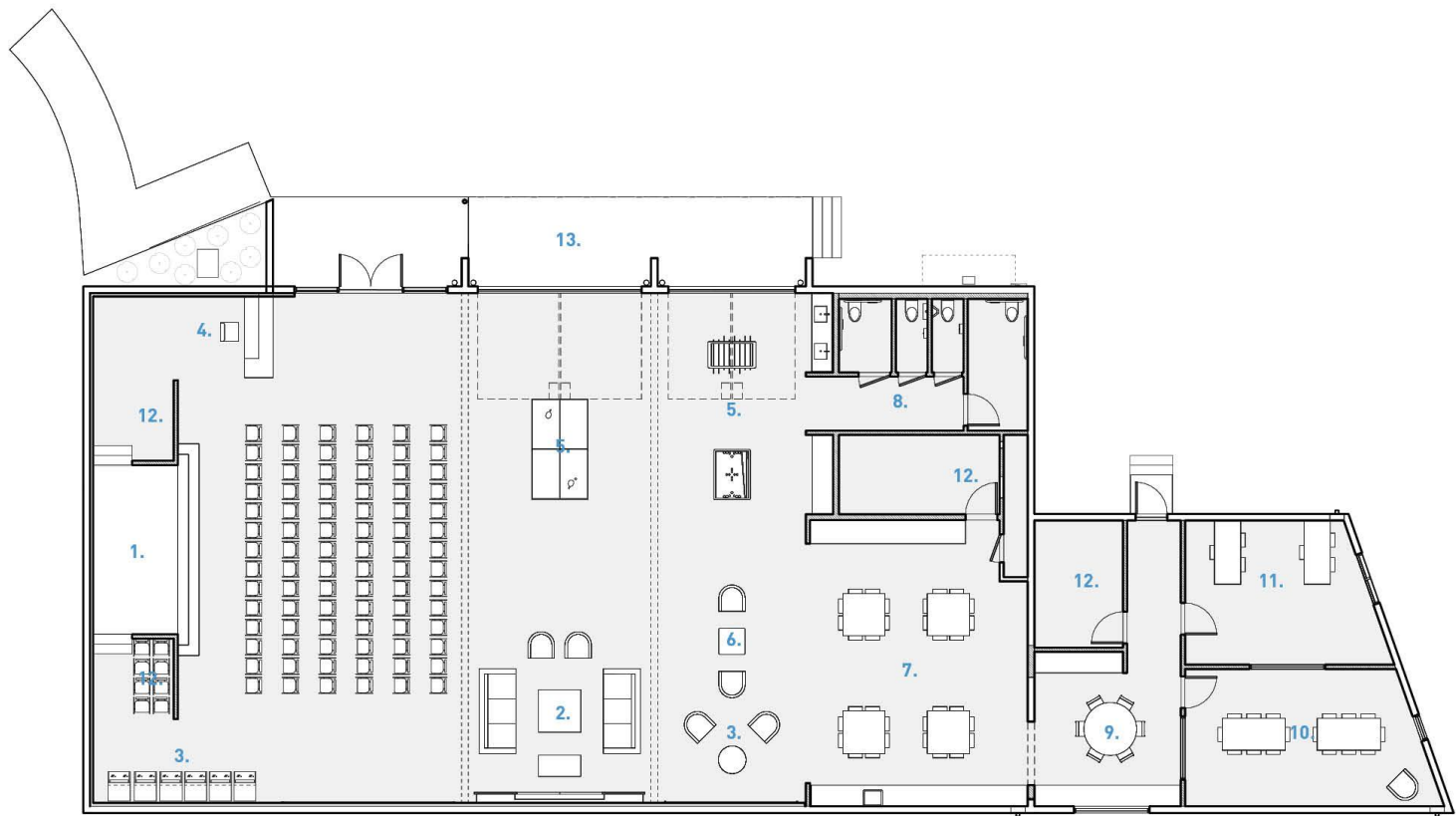


Materiality

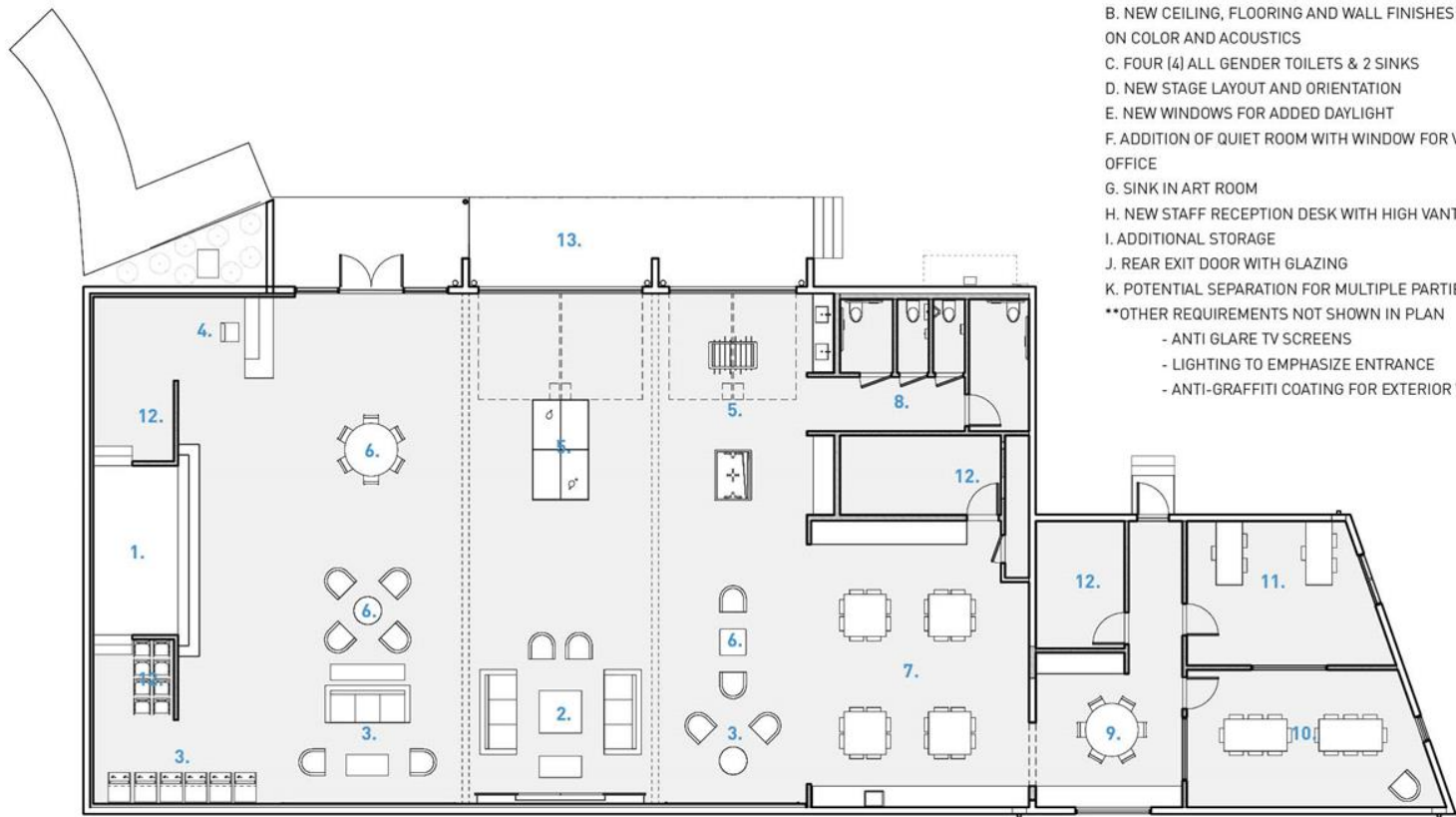




1. STAGE 2. ENTERTAINMENT 3. VIDEO GAMING 4. RECEPTION 5. GAMES 6. SEATING AREA
 7. ART ROOM 8. BATHROOMS 9. GAME ROOM 10. QUIET ROOM 11. OFFICE 12. STORAGE 13. OUTDOOR AREA



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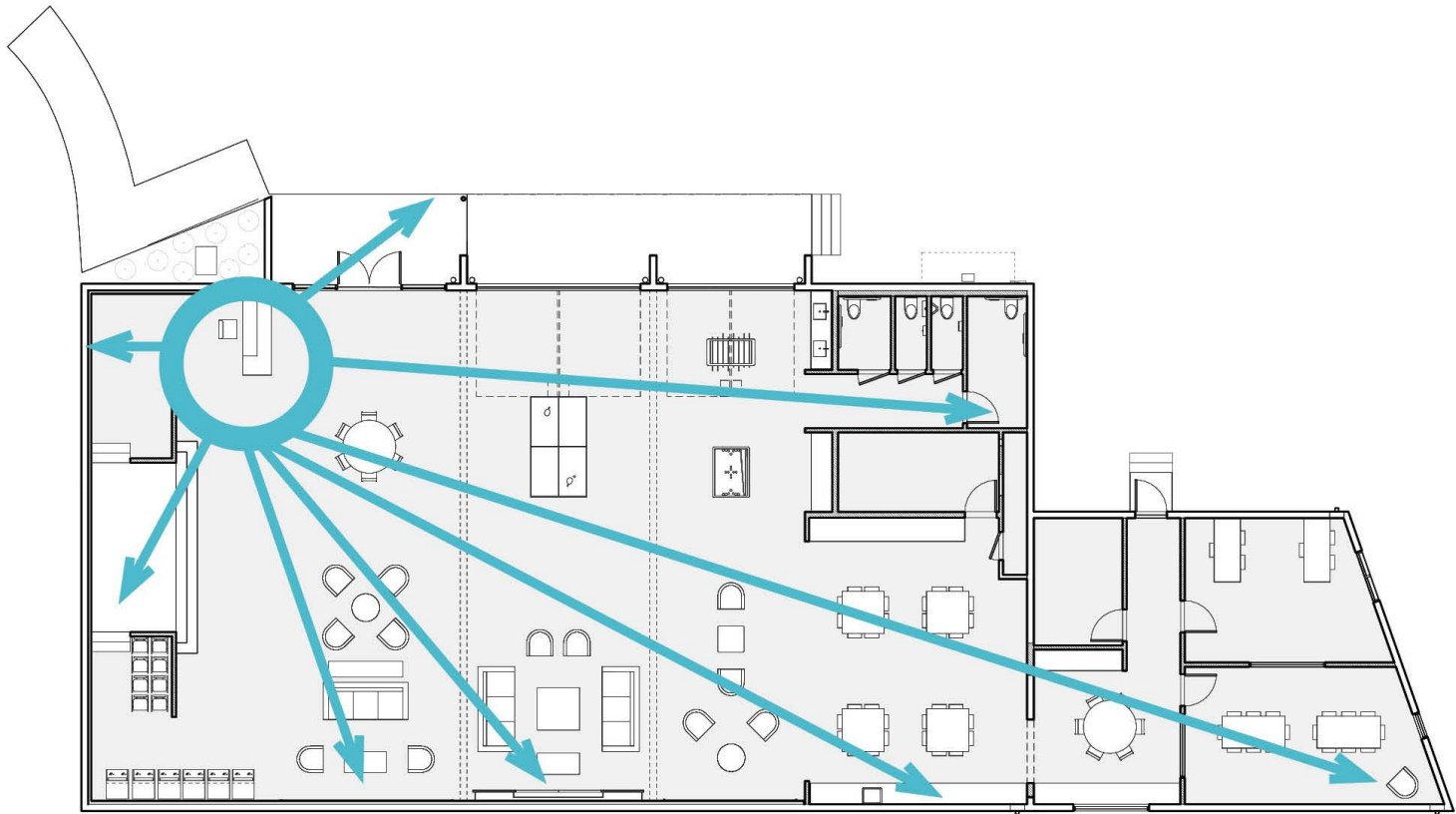


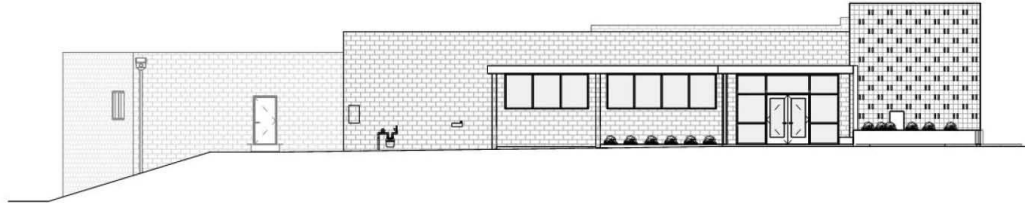
NEW PLAN ADJUSTMENTS

- A. ENHANCED CONNECTION BETWEEN INT / EXT BY ADDITION OF ROLL UP DOORS
- B. NEW CEILING, FLOORING AND WALL FINISHES WITH AN EMPHASIS ON COLOR AND ACOUSTICS
- C. FOUR (4) ALL GENDER TOILETS & 2 SINKS
- D. NEW STAGE LAYOUT AND ORIENTATION
- E. NEW WINDOWS FOR ADDED DAYLIGHT
- F. ADDITION OF QUIET ROOM WITH WINDOW FOR VISIBILITY TO STAFF OFFICE
- G. SINK IN ART ROOM
- H. NEW STAFF RECEPTION DESK WITH HIGH VANTAGE TO ALL SPACES
- I. ADDITIONAL STORAGE
- J. REAR EXIT DOOR WITH GLAZING
- K. POTENTIAL SEPARATION FOR MULTIPLE PARTIES
- **OTHER REQUIREMENTS NOT SHOWN IN PLAN

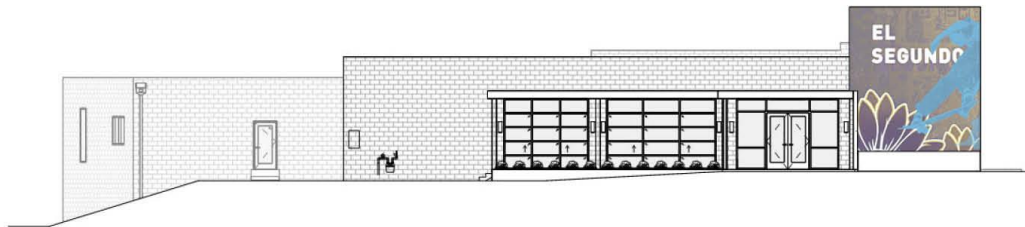
 - ANTI GLARE TV SCREENS
 - LIGHTING TO EMPHASIZE ENTRANCE
 - ANTI-GRAFFITI COATING FOR EXTERIOR WALLS

1. STAGE 2. ENTERTAINMENT 3. VIDEO GAMING 4. RECEPTION 5. GAMES 6. SEATING AREA
 7. ART ROOM 8. BATHROOMS 9. GAME ROOM 10. QUIET ROOM 11. OFFICE 12. STORAGE 13. OUTDOOR AREA

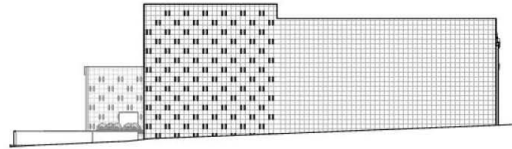




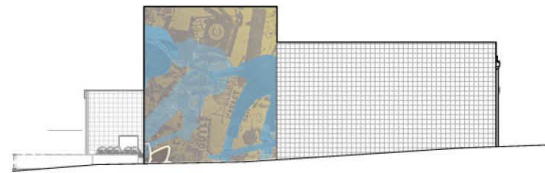
EXISTING WEST ELEVATION



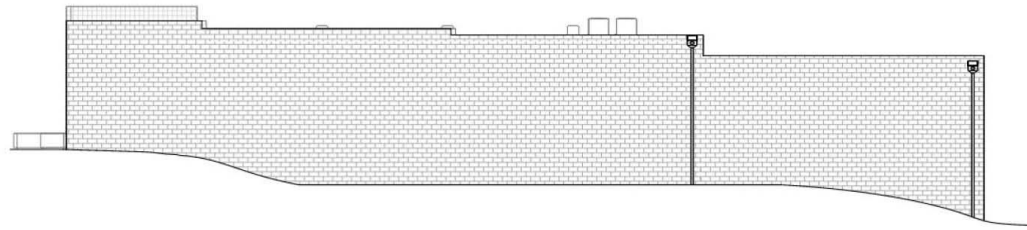
PROPOSED WEST ELEVATION



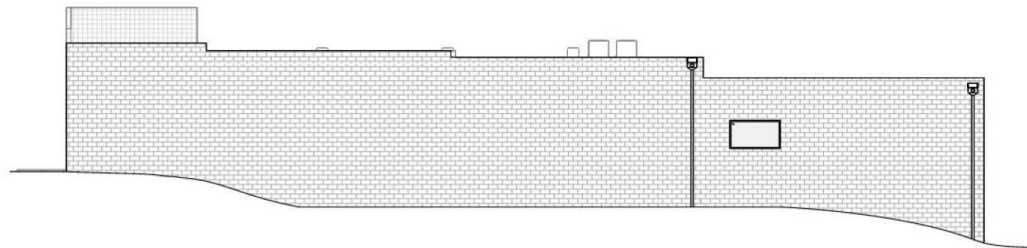
EXISTING SOUTH ELEVATION



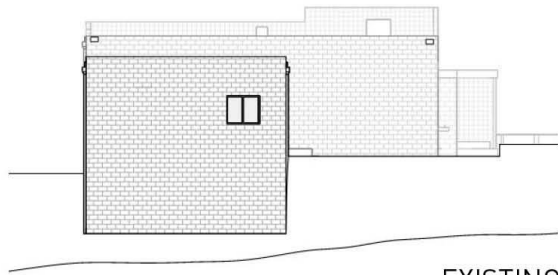
PROPOSED SOUTH ELEVATION



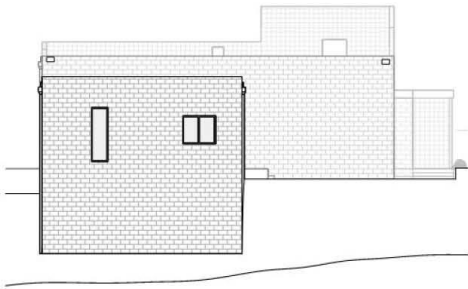
EXISTING EAST ELEVATION



PROPOSED EAST ELEVATION



EXISTING NORTH ELEVATION



PROPOSED NORTH ELEVATION







Mural Studies













Teen Plaza Renovation

Demolition	1	Lump Sum	\$ 140,000.00	\$ 140,000.00
Skatepark	1	Lump Sum	\$ 625,000.00	\$ 625,000.00
Basketball Court	1	Lump Sum	\$ 65,000.00	\$ 65,000.00
Site Development	1	Lump Sum	\$ 242,000.00	\$ 242,000.00
Stormwater Treatment (Measure W)	1	Lump Sum	\$ 55,000.00	\$ 55,000.00
ADA Ramp and Parking	1	Lump Sum	\$ 60,000.00	\$ 60,000.00
Sub-Total				\$ 1,187,000.00
General Conditions, Bonds & Insurance, Overhead & Profit	0.15	Percent		\$ 178,050.00
Contingency	0.2	Percent		\$ 237,400.00
Total				\$ 1,602,450.00

Teen Center Renovation

Building Interior and Exterior	5233	SF	\$ 400.00	\$ 2,093,200.00
Total - Low Range				\$ 2,093,200.00
Building Interior and Exterior	5233	SF	\$ 450.00	\$ 2,354,850.00
Total - High Range				\$ 2,354,850.00



City Council Agenda Statement

Meeting Date: December 3, 2024

Agenda Heading: Staff Presentations

Item Number: D.20

TITLE:

Clutter's Park Update

RECOMMENDATION:

1. Receive and file update from staff.
2. Alternatively, discuss and take other action related to this item.

FISCAL IMPACT:

Proposed repairs and maintenance costs are included in the Adopted FY 2024-25 budget. Additional street cleaning by a contracted landscape maintenance vendor could incur additional costs. Proposed public art project estimates are \$50,000 to \$75,000 from the Cultural Development Fund. Additional security measures including cameras or possible private security patrols would incur additional costs.

BACKGROUND:

Mayor Drew Boyles requested an update on issues related to Clutter's Park. Clutter's Park is maintained by City staff and the City's contracted Landscape Maintenance vendor, Parkwood. Any complaints regarding criminal activity, excessive noise, or illegally parked cars are handled by the El Segundo Police Department.

DISCUSSION:

Repairs and Maintenance

The maintenance and upkeep of Clutter's Park falls under the jurisdiction of the Recreation, Parks and Library Department. In recent months, staff have identified a number of maintenance and repair issues that need to be addressed at Clutter's Park including:

- Excessive trash and debris on the slope adjacent to the park
- Dead and overgrown vegetation on the slope adjacent to the park

Clutter's Park Update

December 3, 2024

Page 2 of 3

- Excessive stains and dirt on sidewalks
- Trash cans in disrepair and need to be replaced
- Railings with chipped paint, rust
- Benches with chipped paint and rust need to be replaced
- Excessive trash and debris in the curbs and gutters directly adjacent to the park and also on streets around the park parcel

The Director of Recreation, Parks and Library will be working with the Parks Maintenance team on a timeline for completion of all of the listed repair and maintenance issues with all items being completed by March 1, 2025. Many of the issues will be addressed prior to that deadline.

Public Art Component

Because Clutter's Park has become a local attraction for local aviation enthusiasts, the Director of Recreation, Parks and Library will also be requesting funding from the Cultural Development fund to include new artistic elements or public art pieces at the park that highlight the City's unique relationship with LAX and history with the aerospace industry.

Public Safety

In recent months, there have been complaints from residents surrounding the park about possible illegal activity, excessive noise, illegally parked cars and other issues. The El Segundo Police Department is tracking these calls for service and responding as needed. Staff will be considering adding security cameras to the park and ESPD has added additional patrols.

CITY STRATEGIC PLAN COMPLIANCE:

Goal 2: Optimize Community Safety and Preparedness

Strategy D: Ensure that the community feels safe and is satisfied with the services of the El Segundo Police Department.

PREPARED BY:

Aly Mancini, Recreation, Parks and Library Director

REVIEWED BY:

Aly Mancini, Recreation, Parks and Library Director

APPROVED BY:

Barbara Voss, Deputy City Manager

ATTACHED SUPPORTING DOCUMENTS:

1. Public Art - Clutter's Park

Public Art- Clutter's Park Inspiration





City Council Agenda Statement

Meeting Date: December 3, 2024

Agenda Heading: Committees, Commissions and Boards

Presentations

Item Number: E.21

TITLE:

Appointments to the Environmental Committee, Capital Improvement Program Advisory Committee, and Library Board of Trustees

RECOMMENDATION:

1. Announce Appointments to the Environmental Committee, Capital Improvement Program Advisory Committee, and Library Board of Trustees.
2. Alternatively, discuss and take other action related to this item.

FISCAL IMPACT:

None.

BACKGROUND:

The **Environmental Committee** reviews existing City environmental programs and recommends new policies and programs to the City Council that facilitate the goals stated within the Environmental Work Plan.

The **Capital Improvement Program Advisory Committee** assists in the development of the five-year Capital Improvement Program ("CIPAC"). Each year staff proposes CIP projects for a five-year period. The committee reviews these projects and makes recommendations to the City Council for funding consideration in conjunction with the City's annual budget process. In addition to the projects proposed by staff, the committee holds a community workshop each year to receive project requests from the general public.

The **Library Board of Trustees** act in an advisory capacity to the City Council in all matters pertaining to the Library and cooperates with other governmental agencies and civic groups in the advancement of sound planning and programming. The board considers, reviews, edits, and issues policy recommendations on library service, recommends the adoption of standards pertaining to library services and programs and

**Appointment to the Environmental Committee, Capital Improvement Program
Advisory Committee and Library Board of Trustees
December 3, 2024
Page 2 of 2**

makes recommendations for the provision of adequate library services consistent with community needs. The board may administer any trust declared or created for the Library and approves the Library's Annual Report to the State Librarian.

DISCUSSION:

The Environmental Committee, comprised of six-members, members from the business community, members from the residential community, one member from the El Segundo School District.

CIPAC is comprised of a five-member committee, composed of three residents and two local Business representatives (no residency requirements for business reps).

The Library Board is comprised of five-members, must be one-year, or more, residents of El Segundo

Candidate	Applying to: CCBs
1. Kevin Butler	Environmental Committee – Full Term to expire, October 31, 2027
2. Leslie Edwards	Environmental Committee – Full Term to expire, October 31, 2027
3. Sudip Giri	Environmental Committee – Partial Term to expire, October 31, 2026
4. Mike Rotolo	Capital Improvement Program Advisory Committee – Full Term to expire October 31, 2027
5. Jennifer Hiatt	Capital Improvement Program Advisory Committee – Full Term to expire October 31, 2027
6. Eric Hoffman	Library Board of Trustees – Full to expire June 30, 2027

CITY STRATEGIC PLAN COMPLIANCE:

Goal 3: Deliver Solution-Oriented Customer Service, Communication, Diversity, Equity, and Inclusion

PREPARED BY:

Mishia Jennings, Executive Assistant to City Council

REVIEWED BY:

Barbara Voss, Deputy City Manager

APPROVED BY:

Barbara Voss, Deputy City Manager

ATTACHED SUPPORTING DOCUMENTS:

None



City Council Agenda Statement

Meeting Date: December 3, 2024

Agenda Heading: Committees, Commissions and Boards
Presentations

Item Number: E.22

TITLE:

Open the Recruitment Process for the Positions on the Committees, Commissions and Boards That Will Expire in 2025

RECOMMENDATION:

1. Direct staff to open the recruitment process for the positions on the Committees, Commissions and Boards as listed.
2. Alternatively, discuss and take other action related to this item.

FISCAL IMPACT:

None.

BACKGROUND:

Committees, Commissions and Boards (CCB's) are a critical component of our local government here in El Segundo. Members provide an important service in advising City Council and City staff on a wide variety of policy matters and making recommendations. Members are appointed by City Council and work hand-in-hand with City staff in fostering new and innovative programs and improved services for our residents and community.

DISCUSSION:

Pursuant to Government Code §54972, attached is the Local Appointments List of the positions on Committee, Commissions and Boards that will expire in the year 2025.

Applications, the anticipated vacancies in the year 2025 and the background information list are available on the City's website at www.elsegundo.org or may be obtained from the Council Office at City Hall or, upon request, will be mailed or emailed to interested persons.

Recruitment Process for the Positions on the Committees, Commissions and Boards That Will Expire in 2025

December 3, 2024

Page 2 of 2

To apply to any CCB, potential candidates will be asked to apply online at www.elsegundo.org or contact City Hall at 310-524-2302. Interviews of candidates are set by the City Council when a sufficient number of candidates have applied to a position.

CITY STRATEGIC PLAN COMPLIANCE:

Goal 1: Enhance customer service and engagement.

PREPARED BY:

Mishia Jennings, Executive Assistant to City Council

REVIEWED BY:

Barbara Voss, Deputy City Manager

APPROVED BY:

Barbara Voss, Deputy City Manager

ATTACHED SUPPORTING DOCUMENTS:

1. 2025 Local Appointments List
2. BACKGROUND INFORMATION ON CITY CCB

CITY OF EL SEGUNDO
LOCAL APPOINTMENTS LIST
(COMMISSIONS, COMMITTEES, AND BOARDS)
Positions to Open in Year 2025 Posted pursuant to Govt Code § 54972
TO APPLY, CONTACT CITY HALL ADMINISTRATION, 310-524-2302

TERM EXPIRES/OPENINGS

MAY

RECREATION & PARKS COMMISSION: (4 Yr Term – No Term Limit - All Residents)

Dave Lubs (<i>appointed 06/15/21 to 3rd term</i>)	5/30/25
Robert Motta (<i>re-appointed 06/15/21 to 5th full term</i>)	5/30/25

JUNE

ARTS AND CULTURE ADVISORY COMMITTEE: (3 Yr Term – No Term Limit – Residents/Vested Members in the Arts)

Michael Schepps (<i>appointed 7/10/23 to a partial term</i>)	06/30/25
John Pickhaver (<i>appointed 2/21/23 to a partial term</i>)	06/30/25
Vacant	06/30/25

LIBRARY BOARD OF TRUSTEES: (3Yr Term – No Term Limit - All Residents)

Carol Ericson (<i>re-appointed 6/21/22 to 2nd full term</i>)	6/30/25
Janice Merva (<i>re- appointed 6/21/22 to 3rd full term</i>)	6/30/25

SENIOR CITIZEN HOUSING CORPORATION BOARD: (4Yr Term – No Term Limit - All Residents)

Paul Lanyi (<i>re- appointed 5/18/21 to 1st full term</i>)	6/30/25
Julia Newman (<i>appointed 5/18/21 to 1st full term</i>)	6/30/25

OCTOBER

DIVERSITY, EQUITY, AND INCLUSION COMMITTEE: (3 Yr Term - No Term Limit; comprised of 9-members who must be residents, business members or students based in El Segundo)

Vacant	10/31/25
Lewis Hill (<i>appointed 12/20/22 to a full term</i>)	10/31/25
Valerie Green (<i>appointed 02/07/23 to partial term</i>)	10/31/25
Marisa Janicek (<i>appointed to a 05/08/24 as ESUSD Representative to 1 year trail period</i>)	05/12/25
Steve Gebhart (<i>appointed to a 05/08/24 as ESUSD Representative to 1 year trail period</i>)	05/12/25

(CIPAC) CAPITAL IMPROVEMENT PROGRAM ADVISORY COMMITTEE: (3 Yr Term - No Term Limit; 2 Bus. and/or 3 Residents; Meets: Jan. Thru May, each year, bi-weekly or as needed, 7 pm, City Hall)

Jerome Scott (<i>re-appointed 11/14/22 to 2nd full term</i>)	10/31/25
---------------------------------------------------------------------------	----------

ENVIRONMENTAL COMMITTEE: (3 Yr Term – No Term Limit – 3 Residents/3 Business Person/1ESUSD)

Tracey Miller-Zarneke (<i>re-appointed 11/14/22 to 3rd full term</i>)	10/31/25
Dennis Falk (<i>appointed 11/14/22 to 1st full term</i>)	10/31/25
Shannon O'Toole (<i>appointed 11/14/22 to 1st full term</i>)	10/31/25

INVESTMENT ADVISORY COMMITTEE: (3 Yr Term - No Term Limitation; 2 Residents or 1 Res/1 Bus. Person, CFO/Treasurer) - Meets: 3rd Tues. in Apr/July/Oct/Jan., 3pm, City Hall

Roger Nieves (<i>appointed 02/21/23 to a partial term</i>)	10/31/25
--------------------------------------------------------------	----------

Council Approval:
Posted:

THIS LIST IS TO REMAIN POSTED ALL YEAR -- DO NOT REMOVE

BACKGROUND INFORMATION ON CITY COMMITTEES/COMMISSIONS/BOARDS

- 1. Arts & Culture Advisory Committee: (Recreation, Parks and Library)** is an 11-member committee, of whom must be residents or student based in El Segundo. This committee will act in an advisory capacity to City Council in matters related to arts and culture within the City of El Segundo. This will include making recommendations to Council, potential development of an arts and culture master plan, involvement in selection of public art, event coordination and development of related public art programs. Additionally, this committee will support and advocate for local museums, artists and art while assisting the City with promoting public beautification, education, tourism and economic development. The Arts and Culture Advisory Committee was established by the City Council on August 2, 2016 and was added to the City's Local Appointment List pursuant to the Government Code of the State of California (Sec. 54972). The Arts & Culture Committee updated their bylaws on February 6, 2018 to add four (4) additional members. **The committee meets the 4th Tuesday of the month at 5:30 p.m. at the El Segundo Library in the Rose Garden Room.**
- 2. Capital Improvement Program Advisory Committee: (Public Works)** is a 5-member committee, composed of 3 residents and 2 local Business representatives (no residency requirements for business reps). Members serve without compensation, for 4-year terms, without term limits. The Director of Finance and the Director of Public Works provide staff support to the committee. The committee assists in the development of the 5-year Capital Improvement Program ("CIP"). Each year staff proposes CIP projects for a 5-year period. The committee reviews these projects and makes recommendations to the City Council for funding consideration in conjunction with the City's annual budget process. In addition to the projects proposed by staff, the committee holds a community workshop each year to receive project requests from the general public. **The committee generally meets at 7:00 p.m., on a weekly basis in March, April and May,** with the goal of finalizing its recommendations to the City Council in June.
- 3. Diversity, Equity, and Inclusion Committee: (City Manager/Community Services)** is a 9-member committee, comprised of residents or property owners, business members, two school staff members of schools based in El Segundo, or students of a public or private high school based in El Segundo, DEI was established July 21, 2020, for the purpose of advising the City Council on issues of diversity, equity, and inclusion. This work includes examination of four key City areas to produce a clear picture of the current practices, as well as the El Segundo community's sentiments towards these practices. Upon finding areas for improvement, the DEI Committee shall make recommendations to City Council intended to address any marginalized or underrepresented segment of our community. The Committee is a standing advisory committee that serves at the behest of the City Council. The four initial study topics are as follows: 1) Public Safety (including a review of Police Department policies, practices, training, and future directions), 2) Citywide Organization (including a review of City government policies, practices, training, etc.) 3) Community At-large (including a review of City demographic data, history, trends, etc.) 4) Local Economy

(including a review of private sector diversity policies, training, etc.) **The committee meets the 2nd Wednesday of the month at 6:00pm.**

4. **Investment Advisory Committee: (Treasurer)** was established by Resolution #3764 dated June 2, 1992, for the purpose of advising the City Treasurer and City Council on matters pertaining to the investment of the City's idle funds. This is a 4-member committee; two are automatic appointments – (City Treasurer and Finance Director); the other two members (one of whom must be a resident of El Segundo) serve without compensation, for 4-year terms, without term limits. **The committee meets quarterly at City Hall on the 3rd Tuesday in March, June, September and December.**
5. **Library Board of Trustees: (Community Services)** was established by City Council Resolution #3665 on December 4, 1990, pursuant to Education Code Section 18910 et seq. The Board's 5-members must be 1-year, or more, residents of El Segundo, who serve without compensation. Trustees serve for 3-year terms without term limits. The board acts in an advisory capacity to the City Council in all matters pertaining to the Library and cooperates with other governmental agencies and civic groups in the advancement of sound planning and programming. The board considers, reviews, edits, and issues policy recommendations on library service, recommends the adoption of standards pertaining to library services and programs and makes recommendations for the provision of adequate library services consistent with community needs. The board may administer any trust declared or created for the Library and approves the Library's Annual Report to the State Librarian. The board meets at **7:00 p.m., on the 2nd Tuesday of every other month, beginning in January, in the Friends of the Library Meeting Room.**
6. **Planning Commission: (Development Services)** was established pursuant to the Planning Laws of the State of California (Sec. 65100-65106) on August 20, 1946 by City Ordinance #300. The commission is comprised of 5-members who must be residents of El Segundo, serve with minimal compensation, for 4-year terms, without term limits. The commission makes recommendations to the City Council on the adoption or amendment of the City's General Plan; performs duties with respect to land subdivision, planning and zoning as prescribed by City and State law; and, advises the City Council on those matters falling within its charged responsibilities in a manner reflecting concern for the overall development and environment of the City as a setting for human activities. The Commission meets on the **2nd and 4th Thursday of each month, at 5:30 p.m., in City Hall Council Chambers.**
7. **Recreation & Parks Commission: (Community Services)** was established on March 23, 1938 by Resolution #448. It is comprised of 5-members, who must be residents of El Segundo. Commissioners serve with minimal compensation for 4-year terms, without term limits. The commission advises the City Council on all matters pertaining to recreation, parks, parkways and street trees. It makes recommendations to the City Council regarding level of services, policies and assists in implementing Recreation and Parks Department improvements and programs, including youth counseling, senior outreach, golf operations, city transportation, and in the acquisition and disposal of park property. The commission meets on the **3rd Wednesday of each month, at 6:00 p.m., in City Hall Council Chambers.**

8. **Senior Citizen Housing Corporation Board: (Community Services)** is a non-profit corporation formed in 1984 for the construction of the low-income housing facility for seniors, referred to as “Park Vista.” The Board was established in 1986 to actively oversee the management, operation, maintenance, and finances of Park Vista. The Board enters into an operating agreement with the City Council, and enlists a management company to operate the facility. The Board, comprised of five (5) directors, all El Segundo residents (per revised bylaws July 7, 2015), serve without compensation, for 4-year terms, without term limits. The Board meets on the **4th Wednesday of every month, at 3:30 p.m., at Park Vista, 615 E. Holly Avenue, El Segundo.**

9. **Environmental Committee:** was established on February 6, 2008, for the purpose of reviewing existing City environmental programs and recommending new policies and programs to the City Council that facilitate the goals stated within the Environmental Work Plan. The Environmental Committee is comprised of 6-members, three members from the business community, three members from the residential community, one member from the El Segundo School District to serve four-year terms. One City staff member will serve the committee in an ex-official capacity. **The committee meets on the first Friday of the month 12:00 p.m. in the Executive Conference Room.**