



AGENDA

EL SEGUNDO CITY COUNCIL
REGULAR MEETING
TUESDAY, MARCH 4, 2025

5:00 PM CLOSED SESSION
6:00 PM OPEN SESSION

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

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

Susan Truax, City Clerk

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, CFO/Acting Treasurer
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.

5:00 PM CLOSED SESSION – CALL TO ORDER / ROLL CALL

PUBLIC COMMUNICATION – (RELATED TO CITY BUSINESS ONLY – 5-MINUTE LIMIT PER PERSON, 30-MINUTE LIMIT TOTAL) *Individuals who have received value of \$50 or more to communicate to the City Council on behalf of another, and employees speaking on behalf of their employer, must so identify themselves prior to addressing 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 City Council to take action on any item not on the agenda. City Council and/or City Manager will respond to comments after Public Communications is closed.*

SPECIAL ORDERS OF BUSINESS

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

CONFERENCE WITH CITY’S LABOR NEGOTIATOR (GOV’T CODE §54957.6): -1-MATTER(S)

Employee Organizations: Police Officers’ Association (POA).

Agency Designated Representative: Irma Moisa Rodriguez, City Manager, Darrell George, and Human Resources Director, Rebecca Redyk

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

INVOCATION – Pastor Corinna Girard, The Bridge

PLEDGE OF ALLEGIANCE – Council Member Keldorf

SPECIAL PRESENTATIONS

- 1. Women's History Month Proclamation

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

2. City Council Meeting Minutes

Recommendation -

1. Approve Special and Regular City Council Meeting minutes from the February 18, 2025, meeting.
2. Alternatively, discuss and take other action related to this item.

3. Warrant Demand Register for February 3, 2025 through February 9, 2025

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 number 15B: warrant numbers 3054236 through 3054306, and 9003301 through 9003308.
3. Alternatively, discuss and take other action related to this item.

4. 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.

5. 2024 Annual General Plan Implementation and Housing Element Progress Reports

Recommendation -

1. Receive and file the General Plan Implementation and Housing Element annual progress reports.
2. Alternatively, discuss and take other action related to this item.

6. Second Amendment to Professional Services Agreement with Municipal Resources Group, LLC

Recommendation -

1. Authorize the City Manager to approve the Second Amendment to Agreement No. 6579 with Municipal Resource Group, LLC for an additional \$50,000 to increase the total contract authority to \$100,000, and to extend the contract expiration to December 31, 2026, for professional services for conflict resolution, mediation, coaching and mentoring services for various work groups and employees.
2. Alternatively, discuss and take other action related to this item.

7. Waiver of City Municipal Code Section 10-1-4(C) to Allow Alcohol at Library Park for the Gundo Comedy and BBQ Fest

Recommendation -

1. Approve request to waive City Municipal Code § 10-1-4(C) to allow alcohol at Library Park for the Gundo Comedy and BBQ Fest on Sunday, June 8, 2025.
2. Alternatively, discuss and take other action related to this item.

8. Notice of Completion for the Community Development Block Grant Project Americans with Disabilities Act Curb Ramp Installation Project No. PW 24-05 (CDBG Project 602708-23).

Recommendation -

1. Accept the Community Development Block Grant Project Americans with Disabilities Act Curb Ramp Installation Project No. PW 24-05, by CJ Concrete Construction, Inc. as complete.
2. Authorize the City Clerk to file a Notice of Completion with the County Recorder's Office.
3. Alternatively, discuss and take other action related to this item.

9. Second Reading of an Ordinance Amending El Segundo Municipal Code Chapter 5-2 to Establish a Franchise-Based Model for Solid Waste Management

Recommendation -

1. Waive the second reading and adopt an ordinance amending El Segundo Municipal Code Chapter 5-2 to establish a franchise-based model for solid waste management and finding that the ordinance is exempt from further environmental review under sections 15308 and

15061(b)(3) of the California Environmental Quality Act Guidelines.

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

C. PUBLIC HEARINGS

10. Ordinance Amending El Segundo Municipal Code Title 15 to Update the Parking Requirements for Multiple-Family Residential Development and Implement Housing Element Program 9

Recommendation -

1. Open and conduct a public hearing to solicit public testimony.
2. Introduce and waive the first reading of an ordinance amending El Segundo Municipal Code Title 15 and finding that the ordinance is exempt from the requirements of the California Environmental Quality Act pursuant to CEQA Guidelines section 15061(b)(3).
3. Schedule the ordinance's second reading for the March 18, 2025 regular City Council meeting or as soon thereafter may be heard.
4. Alternatively, discuss and take other action related to this item.

D. STAFF PRESENTATIONS

11. Annual Comprehensive Financial Report for Fiscal Year Ending June 30, 2024

Recommendation -

1. Receive and file the Annual Comprehensive Financial Report for fiscal year ending June 30, 2024.
2. Alternatively, discuss and take other action related to this item.

12. Strategic Plan Mid-Year Report

Recommendation -

1. Receive and File the Strategic Plan Mid-Year Report.
2. Alternatively, discuss and take other action related to this item.

E. COMMITTEES, COMMISSIONS AND BOARDS PRESENTATIONS

F. REPORTS - CITY CLERK

G. REPORTS - COUNCIL MEMBERS

Council Member Keldorf

Council Member Giroux
Council Member Boyles
Mayor Pro Tem Baldino
Mayor Pimentel

13. LAX Area Advisory Committee Appointment and Updated City Council Committee Assignments

Recommendation -

1. Approve the appointment of Carol Pirsztuk to LAX Area Advisory Committee.
2. Approve revisions to the City Council's committee assignments document.
3. Alternatively, discuss and take other action related to this item.

H. REPORTS - CITY ATTORNEY

I. 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: February 26, 2025
TIME: 12:30 PM
BY: Susan Truax, City Clerk

Proclamation

City of El Segundo, California



WHEREAS, The City of El Segundo encourages and promotes strong, diverse, and inclusive communities that recognize and celebrate efforts to bring people together for a greater good; and

WHEREAS, All women and girls, including women with disabilities, women of color, immigrant women, and gender diverse people who have experienced forms of oppression and inequity; and

WHEREAS, Women’s History Month started in 1981, when Congress proclaimed “Women’s History Week” beginning March 7, 1982 in conjunction with International Women’s Day celebrated globally on March 8th since 1911; and

WHEREAS, The City of El Segundo has a rich history of many dynamic and strong leaders, community volunteers, entrepreneurs, educators, and other women who have contributed and constructed the path for the city we are today; and

WHEREAS, The celebration of International Women’s Day and Women’s History Month honors the collective power of women, values the achievements of women who have broken the glass ceiling, recognizes obstacles that remain, and inspire us all to do the continued work to advance the rights, opportunities, and full participation of women and girls of all backgrounds.

NOW, THEREFORE, on this 4th day of March, 2025, the Mayor and Members of the City Council of the City of El Segundo, California, do hereby proclaim the month of March 2025 “**WOMEN’S HISTORY MONTH**” in appreciation of the many contributions and achievements by women of the El Segundo community as well as joining in commemorating and encouraging the study, observance, and celebration of the vital role of women in American history.

Ryan Baldino
Mayor Pro Tem

Chris Pimentel
Mayor

Drew Boyles
Councilmember

Lance Giroux
Councilmember

Michelle Keldorf
Councilmember

MEETING MINUTES OF THE EL SEGUNDO CITY COUNCIL
TUESDAY, February 18, 2025

CLOSED SESSION – Council Member Boyles called the meeting to order at 5:02 PM

ROLL CALL

Mayor Pimentel	-	5:18 PM
Mayor Pro Tem Baldino	-	5:05 PM
Council Member Boyles	-	Present
Council Member Giroux	-	Present
Council Member Keldorf	-	Present

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

SPECIAL ORDERS OF BUSINESS:

Mayor Pimentel announced that Council would be meeting in closed session pursuant to the item listed on the agenda.

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION: 1-MATTER

1. INITIATION OF LITIGATION PURSUANT to (Government Code §54956.9(d)(4))

Adjourned at 5:43 PM

MEETING MINUTES OF THE EL SEGUNDO CITY COUNCIL
TUESDAY, February 18, 2025

CLOSED SESSION – Council Member Boyles called the meeting to order at 5:02 PM

ROLL CALL

Mayor Pimentel	-	5:18 PM
Mayor Pro Tem Baldino	-	5:05 PM
Council Member Boyles	-	Present
Council Member Giroux	-	Present
Council Member Keldorf	-	Present

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

SPECIAL ORDERS OF BUSINESS:

Council Member Boyles announced that Council would be meeting in closed session pursuant to the item listed on the agenda.

**CONFERENCE WITH REAL PROPERTY NEGOTIATOR (GOV'T CODE §54956.8): -
1- MATTER(S)**

1. Covenant Restrictions and Easements Owned by Chevron, USA Throughout the City of El Segundo.
City of El Segundo Property Negotiator - Darrell George, City Manager
Chevron, USA Property Negotiator - Todd Littleworth, Senior Counsel

Adjourned at 5:43 PM

Minutes are prepared and ordered to correspond to the agenda.

OPEN SESSION – Mayor Pimentel called the meeting to order at 6:00 PM

ROLL CALL

Mayor Pimentel	-	Present
Mayor Pro Tem Baldino	-	Present
Council Member Boyles	-	Present
Council Member Giroux	-	Present
Council Member Keldorf	-	Present

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

PLEDGE OF ALLEGIANCE – Opening Flag Ceremony and Pledge of Allegiance by Boy Scout Troop 267

SPECIAL PRESENTATIONS:

- 1. Boy Scout Troop 267 100th Anniversary Commendation – Accepted by Robert Bienvenue, Senior Patrol Leader

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

Eric Bahor – Spoke in favor of adding a stop sign at Loma Vista and Acacia streets.
Julie Rochefort and Kathy Wiley – Spoke against Library-Recreation Park Volunteer and Vendor Auto Insurance Requirements.
Penny Finders - Spoke against Library-Recreation Park Volunteer and Vendor Auto Insurance Requirements.

CITY MANAGER FOLLOW-UP COMMENTS:

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

MOTION by Council Member Boyles, SECONDED by Council Member Giroux to read all ordinances and resolutions on the agenda by title only. MOTION PASSED. 5/0
AYES: Baldino, Boyles, Giroux, Keldorf, Pimentel
NOES: None
ABSTENTIONS: None
ABSENT: None

B. CONSENT:

- 2. Approve regular City Council meeting minutes of February 4, 2025. (Fiscal Impact: None)
- 3. Ratify payroll and employee benefit checks; checks released early due to contracts or agreements; emergency disbursements and/or adjustments; and wire transfers. Approve Warrant Demand Register numbers 14B and 15A: warrant numbers 3054047 through 3054235, and 9003296 through 9003300. (Fiscal Impact: The warrants presented were drawn in payment of demands included within the FY 2024-2025 Adopted Budget. The total of \$1,876,761.68 (\$1,343,204.08 in check warrants and \$533,557.60 in wire warrants) are for demands drawn on the FY 2024-2025 Budget.)
- 4. Waive the second reading and adopt an ordinance amending the El Segundo Municipal Code, amending El Segundo Municipal Code Regulations regarding right-of-way dedications and fees, accessory dwelling unit standards and fees, and public notification requirements for certain ordinances and finding that the ordinance requires no additional environmental review under California Environmental Quality Act Guidelines § 15061(b)(3). (Fiscal Impact: None.)
- 5. 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: 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. Wiseburn Unified School District (WUSD) agreed to reimburse the City half of the construction cost after the competition of the work, up to \$300,000.)

6. Accept FY 2024-25 Concrete Improvements Project No. PW 24-09, by CJ Concrete Construction, Inc. as complete. Authorize the City Clerk to file a Notice of Completion with the County Recorder's Office.

(Fiscal Impact: The final project construction cost is \$169,951. Remaining funds will go back into the Gas Tax Fund reserve to fund future projects.)

7. Adopt a resolution updating the City's records retention schedule.

(Fiscal Impact: None.)

8. Discuss and consider status of Administrative Order No. 1. Adopt a resolution modifying Administrative Order No. 1 to continue the suspension of transient occupancy tax for displaced individuals occupying "extended stay" hotels/motels through April 13, 2025 and eliminate the balance of allowances and restrictions in the order.

(Fiscal Impact: The fiscal impact due to the Administrative Order is difficult to forecast at this time as Transient Occupancy Tax (TOT) collection is analyzed quarterly. If the City Council continues with the suspension of the TOT, the City will forgo the 12% TOT revenue.)

9. Accept the Water Main Improvements Project No. PW 23-15 by Dominguez General Engineering, Inc. as complete, for improvements along California Street, Sycamore Avenue, Palm Avenue, and Elm Avenue. Authorize an increase in the construction inspection contingencies by \$16,398.26 and authorize the City Manager to amend the Professional Service Agreement Amendment No. 6862B with Anser Advisory Management, LLC from \$105,000 to \$121,398.26. Authorize the City Clerk to file a Notice of Completion with the County Recorder's Office.

(Fiscal Impact: \$1,301,738 from 501-400-7103-8207 (Water Main Replacement) and \$500,000 from 501-400-7103-8206 Water Infrastructure))

10. PULLED BY MAYOR PRO TEM BALDINO

11. Approve the request from El Segundo Unified School District to temporarily use City facilities for Arena High School instruction from March 1, 2025 through June 13, 2025 and August 22, 2025 through March 1, 2026. Authorize the City Manager to execute Agreement No. 7200 for the temporary use in a form approved by the City Attorney.

(Fiscal Impact: None)

MOTION by Council Member Giroux, SECONDED by Mayor Pro Tem Baldino, approving Consent items 1, 2, 3, 4, 5, 6, 7, 8, 9, and 11. MOTION PASSED. 5/0

AYES: Baldino, Boyles, Giroux, Keldorf, Pimentel

NOES: None

ABSTENTIONS: None

ABSENT: None

PULLED ITEM:

10. Waiver of commercial auto insurance requirement for qualifying Recreation, Park, and Library Department contractors and vendors with "low risk" scopes of work, pursuant to City Council Resolution No. 4813.

MOTION by Mayor ProTem Baldino, SECONDED by Council Member Giroux to waive the City's commercial auto insurance requirement for qualifying Recreation, Park, and Library Department contractors and vendors with "low risk" scopes of work, pursuant to City Council Resolution No. 4813, Section 4, and delegate authority to determine the eligibility of waiver to the City Manager or designee, in consultation with Risk Management and the City Attorney, based upon the specified criteria. Direct staff to ensure that the strongest comprehensive indemnification, release, waiver, defense, and hold harmless language is in the agreements for contractors and vendors that qualify for the commercial auto insurance waiver.

(Fiscal Impact: None)

MOTION PASSED. 5/0

AYES: Baldino, Boyles, Giroux, Keldorf, Pimentel

NOES: None

ABSTENTIONS: None

ABSENT: None

C. PUBLIC HEARING: None

D. STAFF PRESENTATIONS:

12. Receive and file the PATCHES (Proactive Approach to Combatting Homelessness in El Segundo) Program quarterly update.

(Fiscal Impact: None.)

ESPD Lieutenant Luke Muir and Sargeant Anthony Sanchez gave a report.

Council discussion

Council consensus to receive and file the PATCHES Program quarterly update.

13. Mid-Year Budget and Second Quarter Fiscal Year 2024-25 Financial Report

(Fiscal Impact: The proposed General Fund, Other Special Revenue, and Recreation and Economic Development Trust Fund Budget adjustments are necessary to ensure continued City services, as well as ensure City Council strategic goals are implemented. The total fiscal impact to the General Fund is an increase in appropriations of \$396,294 and a net increase of \$401,294 to all funds.)

Paul Chung, Chief Financial Officer gave a report.

Council consensus to receive and file the Mid-Year Budget and Second Quarter Fiscal Year 2024-25 Financial Report.

Council discussion

MOTION by Council Member Boyles, SECONDED by Council Member Keldorf to Amend FY 2024-25 Cultural Development Fund Revenues from \$250,000 to \$255,000, FY 2024-25 General Fund Appropriations from \$98,990,357 to \$99,386,651, FY 2024-25 Other Special Revenue Appropriations from \$2,232,535 to \$2,237,535, and FY 2024-25 Cultural Development (Trust) Fund Appropriations from \$272,604 to \$277,604.

MOTION PASSED. 5/0

AYES: Baldino, Boyles, Giroux, Keldorf, Pimentel

NOES: None

ABSTENTIONS: None

ABSENT: None

14. Professional Services Agreement No. 7199 with MIG. Appropriate an additional \$87,479 and authorize the City Manager to execute a contract with MIG in an amount not-to-exceed \$887,479 to update the City's General Plan Land Use Element. Establish a Technical Advisory Committee, comprised of City Department and City Commission/Committee representatives.

Michael Allen, Community Development Director presented the item.

Council discussion

MOTION by Mayor Pimentel, SECONDED by Council Member Giroux to appropriate an additional \$87,479, authorize the City Manager to execute a contract with MIG in an amount not-to-exceed \$887,479 to update the City's General Plan Land Use Element, and establish a Technical Advisory Committee, comprised of City Department and City Commission/Committee representatives, and Council Member Keldorf.

MOTION PASSED. 4/0

AYES: Boyles, Giroux, Keldorf, Pimentel

NOES: Baldino

ABSTENTIONS: None

ABSENT: None

15. Discuss and provide staff direction regarding the proposed building permit fee and

development impact fee deferral program.

Michael Allen, Community Development Director presented the item.

Council discussion

Council provided staff direction regarding the proposed building permit fee and development impact fee deferral program.

16. Update on Urho Saari Swim Stadium / Plunge Renovation Project, Amendment to Professional Services Agreement with Arcadis, and Amendment to Facilities Use Agreement With El Segundo Unified School District

Cheryl Ebert, Senior Civil Engineer presented the item.

Council consensus to receive and file the presentation on Urho Saari Swim Stadium / Plunge Renovation Project.

Council discussion

MOTION by Council Member Giroux, SECONDED by Council Member Boyles to Authorize the City Manager to execute an amendment to the Professional Services [Agreement No. 6865A](#) with Arcadis for \$104,000 for construction administration

support during the construction phase and authorize an additional \$50,000 for contingency.

MOTION PASSED. 5/0

AYES: Baldino, Boyles, Giroux, Keldorf, Pimentel

NOES: None

ABSTENTIONS: None

ABSENT: None

MOTION by Council Member Giroux, SECONDED by Council Member Keldorf to execute the amendment to the Facilities Use [Agreement No. 5586A](#) between the El Segundo Unified School District and the City of El Segundo to expedite the District's \$1,000,000 contribution toward the renovation.

MOTION PASSED. 5/0

AYES: Baldino, Boyles, Giroux, Keldorf, Pimentel

NOES: None

ABSTENTIONS: None

ABSENT: None

17. Non-Exclusive Commercial Waste Management Franchise Update

Council Member Boyles recused himself due to a conflict of interest.

Daniel Pankau, Environmental Programs Manager presented the item.

Council discussion

MOTION by Mayor Pro Tem Baldino, SECONDED by Council Member Giroux to authorize the Mayor to execute non-exclusive franchise agreements for the provision of commercial waste management services with Athens Services- Agreement No. 7201, American Reclamation- Agreement No. 7202, EDCO – Agreement No. 7203, Haul-Away Rubbish Service Co., Inc. – Agreement No. 7204, Key Disposal & Recycling- Agreement No. 7205, Patriot Services- Agreement No. 7206, Republic Services- Agreement No. 7207, Universal Waste Systems- Agreement No. 7208, Ware Disposal- Agreement No. 7209, and Waste Management- Agreement No. 7210.

MOTION PASSED. 4/0

AYES: Baldino, Giroux, Keldorf, Pimentel

NOES: None

ABSTENTIONS: Boyles

ABSENT: None

18. First Reading of an Ordinance Amending El Segundo Municipal Code Chapter 5-2 to Establish a Franchise-Based Model for Solid Waste Management.

Elias Sassoon, Public Works Director presented the item.

Council discussion

MOTION by Mayor Pro Tem Baldino to waive the first reading of an ordinance to amend Title 5, Chapter 2 of the El Segundo Municipal Code to provide for the franchising of commercial/multi-family solid waste, recyclables, and organics collection and transportation services, remove provisions authorizing the issuance of commercial/multi-family solid waste collection and transportation permits, add provisions for the permitting of temporary roll-off/bin service providers, and find such actions exempt from the California Environmental Quality Act under Guidelines section 15061(b)(3) and bring item back for second reading on March 4, 2025.

E. COMMITTEES, COMMISSIONS AND BOARDS PRESENTATIONS

F. REPORTS – CITY CLERK – Attended City Clerk’s Association of California Nuts and Bolts training.

G. REPORTS – COUNCIL MEMBERS –

Council Member Keldorf – Mid-way through the ESPD Community Police Academy, which is open to residents and non-residents, and which she highly recommends.

Council Member Giroux – No report

Council Member Boyles – No report

Mayor Pro Tem Baldino – Congratulated the ESHS sports teams that advanced to the CIF Championships. Go Eagles!

Mayor Pimentel – Announced there will be a Sanitation meeting later this month and that the South Bay Council of Governments will hold its General Assembly in March. Thanked and congratulated Continental Development for bringing Cinema West South Bay Theaters to El Segundo and expressed appreciation for the many local businesses that continue to support our City.

- I. REPORTS – City Attorney –No Report
- J. REPORTS/FOLLOW-UP – City Manager – Extended thanks to ESUSD Superintendent Jason Johnson for his efforts to expedite the district’s \$1 million payment to the City toward the Urho Saari Swim Stadium / Plunge Renovation Project. Reported the AQMD received about 19 recent odor complaints for the Hyperion Plant and issued a citation regarding odors to Hyperion on February 14. Will draft a letter in anticipation of the next board hearing in August requesting to continue the abatement orders.

MEMORIAL –

Adjourned at 8:26 PM

Susan Truax, City Clerk



City Council Agenda Statement

Meeting Date: March 4, 2025

Agenda Heading: Consent

Item Number: B.3

TITLE:

Warrant Demand Register for February 3, 2025 through February 9, 2025

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 number 15B: warrant numbers 3054236 through 3054306, and 9003301 through 9003308.
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 \$893,464.41 (\$349,731.63 in check warrants and \$543,732.78 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

Warrant Demand Register

March 4, 2025

Page 2 of 2

specific date. Such warrants look like checks and clear through the banking system like checks. Warrants are issued for payroll to individual employees, accounts payable to vendors, to local governments, and to companies or individual taxpayers receiving a refund.

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 15b - summary

CITY OF EL SEGUNDO
WARRANTS TOTALS BY FUND

3054236 - 3054306
9003301 - 9003308

DATE OF APPROVAL: AS OF 2/18/25

REGISTER # 15b

001	GENERAL FUND	201,917.61
003	EXPENDABLE TRUST FUND - OTHER	21,500.00
104	TRAFFIC SAFETY FUND	-
106	STATE GAS TAX FUND	-
108	ASSOCIATED RECREATION ACTIVITIES FUND	-
109	ASSET FORFEITURE FUND	2,935.17
110	MEASURE "R"	-
111	COMM. DEVEL. BLOCK GRANT	-
112	PROP "A" TRANSPORTATION	120.00
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	(95.59)
124	FEDERAL GRANTS	-
125	STATE GRANT	-
126	A/P CUPA PROGRAM OVERSIGHT SURCHARGE	80.00
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	-
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	4,378.58
502	WASTEWATER FUND	5,225.40
503	GOLF COURSE FUND	-
504	SENIOR HOUSING CITY ATTORNEY	-
505	SOLID WASTE FUND	-
601	EQUIPMENT REPLACEMENT	57,675.52
602	LIABILITY INSURANCE	-
603	WORKERS COMP. RESERVE/INSURANCE	55,929.13
701	RETIRED EMP. INSURANCE	-
702	EXPENDABLE TRUST FUND - DEVELOPER FEES	65.81
703	EXPENDABLE TRUST FUND - OTHER	-
704	EXPENDABLE TRUST FUND - OTHER	-
708	OUTSIDE SERVICES TRUST	-
TOTAL WARRANTS		<u>349,731.63</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]
2/18/25

[Handwritten Signature]
2/13/25

**CITY OF EL SEGUNDO
 PAYMENTS BY WIRE TRANSFER
 02/03/25 THROUGH 02/09/25**

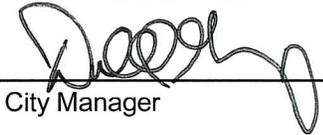
<u>Date</u>	<u>Payee</u>		<u>Description</u>
2/3/2025	IRS	358,314.95	Federal 941 Deposit
2/3/2025	Employment Development	5,575.88	State SDI payment
2/3/2025	Employment Development	91,018.70	State PIT Withholding
2/3/2025	Credit Card Fees	36,218.98	Credit Card Fees - January, 2025
2/3/2025	Unum	124.50	Long Term Care Premium - February, 2025
2/7/2025	Cal Pers	200.00	Admin Fee - Late Payroll Reporting
2/7/2025	Cal Pers	400.00	SSA 218 - Annual Fee, Social Security
01/27/25-02/02/25	Workers Comp Activity	36,122.23	Corvel checks issued/(voided)
01/27/25-02/02/25	Liability Trust - Claims	-	Claim checks issued/(voided)
01/27/25-02/02/25	Retiree Health Insurance	15,757.54	Health Reimbursement checks issued
		<u>543,732.78</u>	

DATE OF RATIFICATION: 02/07/25

TOTAL PAYMENTS BY WIRE:

543,732.78

Certified as to the accuracy of the wire transfers by:

	<u>2/7/25</u>
Treasury & Customer Services Manager	Date
	<u>2/10/25</u>
Chief Financial Officer	Date
	<u>2/13/25</u>
City Manager	Date

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

CITY OF EL SEGUNDO
WARRANTS TOTALS BY DEPARTMENT
AS OF 2/18/25
REGISTER # 15b

DEPT#	NAME	TOTAL
GENERAL FUND DEPARTMENTAL EXPENDITURES		
GENERAL GOVERNMENT		
1101	City Council	
1201	City Treasurer	
1300	City Clerk	219.84
2101	City Manager	
2102	Communications	80.00
2103	El Segundo Media	559.93
2201	City Attorney	
2401	Economic Development	1,162.72
2402	Planning	433.13
2405	Human and Health Services	
2500	Administrative Services	26,656.98
2601	Government Buildings	24,669.23
2900	Nondepartmental	
6100	Library	2,368.54
		56,150.37
PUBLIC SAFETY		
3100	Police	12,941.38
3200	Fire	9,212.62
2403	Building Safety	49.00
2404	Plng/Bldg Sfty Administration	17.51
		22,220.51
PUBLIC WORKS		
4101	Engineering	1,495.28
4200	Streets	3,272.23
4300	Wastewater	
4601	Equipment Maintenance	76,333.24
4801	Administration	85.12
		81,185.87
COMMUNITY DEVELOPMENT		
5100,5200	Recreation & Parks	19,761.02
5400	CAMPS	22.96
		19,783.98
EXPENDITURES		
CAPITAL IMPROVEMENT		
ALL OTHER ACCOUNTS		170,390.90
TOTAL WARRANTS		349,731.63



City Council Agenda Statement

Meeting Date: March 4, 2025

Agenda Heading: Consent

Item Number: B.4

TITLE:

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.

FISCAL IMPACT:

As described on the November 5, 2024 Council agenda when the City Council adopted Resolution No. 5519:

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. Wiseburn Unified School District (WUSD) agreed to reimburse the City half of the construction cost after the completion 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

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

March 4, 2025

Page 2 of 3

CIP Fund)

Establish Transfer In Budget: \$700,000

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, City Engineer

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

March 4, 2025

Page 3 of 3

REVIEWED BY:

Elias Sassoon, Public Works Director

APPROVED BY:

Barbara Voss, Deputy City Manager

ATTACHED SUPPORTING DOCUMENTS:

None



City Council Agenda Statement

Meeting Date: March 4, 2025

Agenda Heading: Consent

Item Number: B.5

TITLE:

2024 Annual General Plan Implementation and Housing Element Progress Reports

RECOMMENDATION:

1. Receive and file the General Plan Implementation and Housing Element annual progress reports.
2. Alternatively, discuss and take other action related to this item.

FISCAL IMPACT:

None.

BACKGROUND:

California Government Code § 65400 requires local governments to annually submit a General Plan Implementation Report to the Office of Planning and Research (OPR), and the Department of Housing and Community Development (HCD) by April 1 of each year. The Housing Element portion of the report must include the number of housing units produced (including affordable units), actions taken by the City towards completion of the programs, and overall status of the City's compliance with the Housing Element milestone deadlines.

Prior to submitting to OPR and HCD, the report must be considered at an annual public meeting before the legislative body (the City Council) where members of the public shall be allowed to provide oral testimony and written comments. Staff completed the City's General Plan Implementation and Housing Element Progress Reports for 2024 and presented them to the Planning Commission on February 27, 2025. The discussion below summarizes the two reports (See Attachments 1 and 2).

DISCUSSION:

General Plan and Housing Element Progress Reports

March 4, 2025

Page 2 of 5

General Plan Annual Implementation Report

The General Plan report includes three main sections: an introduction, updates related to the Community Development Department, and a review of progress made in 2024 on each General Plan Element (See Attachment No. 1).

Introduction

The Introduction section contains information regarding the state law mandating these annual reports, as well as background information about El Segundo.

Community Development Department Update

The Community Development Department section describes the Department's function, structure, and its customer service and permit activity for 2024. The customer service and permit activity is summarized in Table No. 1 below.

TABLE No. 1: Community Development Activity Summary

Activity Type	Activity Numbers
Public counter visits	1,646
Building permits issued	1,075
Building permit inspections	3,518
Planning entitlement applications	25
Planning Commission meetings	15
Planning Commission application reviews	16
Neighborhood Preservation new cases	428

General Plan Elements Implementation Update

The General Plan Elements Implementation Update section lists the General Plan Amendments completed since the General Plan adoption in 1992. Two General Plan Amendments were completed in 2024. The first amendment rezoned specific properties into Housing Overlay (H-O) and Mixed-Use Overlay (MU-O), which implemented an action item in Housing Element Program 6 (Provision of Adequate Sites). The second amendment consisted of a comprehensive update and expansion of the City's Downtown Specific Plan. More information on these two amendments is provided in the Housing Element Annual Progress Report (Attachment No. 2). In addition, this section reviews the implementation of the goals, programs and objectives for all the General

General Plan and Housing Element Progress Reports

March 4, 2025

Page 3 of 5

Plan elements:

1. Land Use
2. Circulation
3. Housing
4. Conservation
5. Public Safety
6. Noise
7. Open Space
8. Air Quality
9. Economic Development
10. Hazardous Materials and Waste Management

The updates on individual General Plan Elements include ongoing activities that the City engages in, individual projects that are in progress or completed, and it lists individual goals or programs completed through 2024. The Housing Element has specific reporting requirements, which are outlined in the following section.

Housing Element Annual Progress Report

The Housing Element Annual Report has two main sections. The first section includes the number of building permits and entitlement/planning permits issued during 2024. The second section lists the Housing Element goals and programs.

Building Permits and Entitlements

In 2024, the City issued building permits for 28 residential units. Five of the units were single-family residential and 23 accessory dwelling units (ADUs), none of which were income restricted. Overall, since the beginning of the current Housing Element planning period the City has issued building permits for 86 residential units.

Housing Element Goals and Programs

The Housing Element includes five primary goals and 11 specific programs intended to accomplish the goals. The 11 programs are listed below:

1. Residential Sound Insulation (RSI)
2. Code Compliance Inspection Program
3. Accessory Dwelling Units (ADUs)
4. Inclusionary Housing Ordinance and Affordable Housing Strategy
5. Urban Lot Split
6. Provision of Adequate Sites
7. Monitoring of No Net Loss (SB 166)
8. Lot Consolidation
9. El Segundo Municipal Code (ESMC) Amendments
10. Community Outreach
11. Fair Housing Program

General Plan and Housing Element Progress Reports

March 4, 2025

Page 4 of 5

The Housing Element identifies specific activities to implement each program. Most activities are ongoing or annual activities for the entire planning period (2021-2029), while other activities have specific due dates. Generally, the programs and activities are front-loaded, in that most programs and activities have deadlines in the first two to four years of the planning period.

Staff has made progress on and completed most programs and activities. Most notably, by the end of 2024, the City completed 11 of 12 zone text amendments identified in Program 9, established the Housing and Mixed-Use Overlays (Program 6), completed a comprehensive update of the Downtown Specific Plan (Program 6), and conducted multiple community outreach activities and events.

The City has now completed the bulk of the programs with specific deadlines during the current Housing Element planning period. In 2025, the City will continue to implement ongoing activities, such as its community outreach program, and will make substantial progress and/or complete the following remaining programs:

- Program 3. Continue to investigate and pursue available funding to facilitate ADU construction, including affordable ADUs.
- Program 4. Finalize written procedures to streamline affordable housing pursuant to SB 35 (Affordable Housing Streamlined Approval).
- Program 5. Develop an application checklist for SB 9/SB 450 projects (Urban Lot Splits and Two-Unit Residential Developments).
- Program 9. Complete a zone text amendment on residential parking requirements.
- Program 11. Engage a fair housing service provider to conduct outreach and education locally.

Table D in the Housing Element Annual Progress Report (See Attachment No. 2) contains a complete accounting of the progress made on each Housing Element program.

CITY STRATEGIC PLAN COMPLIANCE:

Goal 1: Develop and Maintain Quality Infrastructure and Technology

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

General Plan and Housing Element Progress Reports

March 4, 2025

Page 5 of 5

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:

Paul Samaras, AICP, Principal Planner

REVIEWED BY:

Michael Allen, Community Development Director

APPROVED BY:

Barbara Voss, Deputy City Manager

ATTACHED SUPPORTING DOCUMENTS:

1. Annual General Plan Progress Report
2. Housing Element Annual Progress Report

ATTACHMENT NO. 1:
ANNUAL GENERAL PLAN PROGRESS REPORT

Can be found at the following link:

<https://www.elsegundo.org/home/showpublisheddocument/10352/638760966913484435>

and on the City's Housing Element 2021-2029
website:

www.elsegundo.org/housing-element

Please Start Here

General Information	
Jurisdiction Name	El Segundo
Reporting Calendar Year	2024
Contact Information	
First Name	Michael
Last Name	Allen
Title	Community Development Director
Email	mallen@elsegundo.org
Phone	3105242345
Mailing Address	
Street Address	350 Main Street
City	El SEgundo
Zipcode	90245

Optional: Click here to import last year's data. This is best used when the workbook is new and empty. You will be prompted to pick an old workbook to import from. Project and program data will be copied exactly how it was entered in last year's form and must be updated. If a project is no longer has any reportable activity, you may delete the project by selecting a cell in the row and typing ctrl + d.

[Click here to download APR Instructions](#)

Click here to add rows to a table. If you add too many rows, you may select a cell in the row you wish to remove and type ctrl + d.

v_01_23_25

Optional: This runs a macro which checks to ensure all required fields are filled out. The macro will create two files saved in the same directory this APR file is saved in. One file will be a copy of the APR with highlighted cells which require information. The other file will be list of the problematic cells, along with a description of the nature of the error.

Optional: Save before running. This copies data on Table A2, and creates another workbook with the table split across 4 tabs, each of which can fit onto a single page for easier printing. Running this macro will remove the comments on the column headers, which contain the instructions. Do not save the APR file after running in order to preserve comments once it is

Optional: This macro identifies dates entered that occurred outside of the reporting year. RHNA credit is only given for building permits issued during the reporting year.

Link to the online system: <https://hcd.my.site.com/hcdconnect>

Toggles formatting that turns cells green/yellow/red based on data validation rules.

Submittal Instructions
<p>Please save your file as Jurisdictionname2024 (no spaces). Example: the city of San Luis Obispo would save their file as SanLuisObispo2024</p> <p>Housing Element Annual Progress Reports (APRs) forms and tables must be submitted to HCD and the Governor's Office of Planning and Research (OPR) on or before April 1 of each year for the prior calendar year; submit separate reports directly to both HCD and OPR pursuant to Government Code section 65400. There are two options for submitting APRs:</p> <ol style="list-style-type: none">1. Online Annual Progress Reporting System - Please see the link to the online system to the left. This allows you to upload the completed APR form into directly into HCD's database limiting the risk of errors. If you would like to use the online system, email APR@hcd.ca.gov and HCD will send you the login information for your jurisdiction. <i>Please note: Using the online system only provides the information to HCD. The APR must still be submitted to OPR. Their email address is opr.apr@opr.ca.gov.</i>2. Email - If you prefer to submit via email, you can complete the excel Annual Progress Report forms and submit to HCD at APR@hcd.ca.gov and to OPR at opr.apr@opr.ca.gov. Please send the Excel workbook, not a scanned or PDF copy of the tables.

Jurisdiction	El Segundo	
Reporting Year	2024	(Jan. 1 - Dec. 31)
Housing Element Planning Period	6th Cycle	10/15/2021 - 10/15/2029

Building Permits Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	0
	Non-Deed Restricted	0
Moderate	Deed Restricted	0
	Non-Deed Restricted	0
Above Moderate		28
Total Units		28

Note: Units serving extremely low-income households are included in the very low-income

Units by Structure Type	Entitled	Permitted	Completed
Single-family Attached	0	0	0
Single-family Detached	0	5	0
2 to 4 units per structure	0	0	0
5+ units per structure	0	0	0
Accessory Dwelling Unit	0	23	4
Mobile/Manufactured Home	0	0	0
Total	0	28	4

Infill Housing Developments and Infill Units Permitted	# of Projects	Units
Indicated as Infill	27	28
Not Indicated as Infill	0	0

Housing Applications Summary	
Total Housing Applications Submitted:	43
Number of Proposed Units in All Applications Received:	44
Total Housing Units Approved:	13
Total Housing Units Disapproved:	0

Use of SB 423 Streamlining Provisions - Applications	
Number of SB 423 Streamlining Applications	0
Number of SB 423 Streamlining Applications Approved	0

Units Constructed - SB 423 Streamlining Permits			
Income	Rental	Ownership	Total
Very Low	0	0	0
Low	0	0	0
Moderate	0	0	0
Above Moderate	0	0	0
Total	0	0	0

Streamlining Provisions Used - Permitted Units	# of Projects	Units
SB 9 (2021) - Duplex in SF Zone	0	0
SB 9 (2021) - Residential Lot Split	0	0
AB 2011 (2022)	0	0
SB 6 (2022)	0	0
SB 423 (2023)	0	0

Ministerial and Discretionary Applications	# of	Units
Ministerial	43	44
Discretionary	0	0

Density Bonus Applications and Units Permitted	
Number of Applications Submitted Requesting a Density Bonus	0
Number of Units in Applications Submitted Requesting a Density Bonus	0
Number of Projects Permitted with a Density Bonus	0
Number of Units in Projects Permitted with a Density Bonus	0

Housing Element Programs Implemented and Sites Rezoned	Count
Programs Implemented	64
Sites Rezoned to Accommodate the RHNA	0

Jurisdiction	El Segundo
Reporting Year	2024 (Jan. 1 - Dec. 31)
Planning Period	6th Cycle (10/15/2021 - 10/15/2025)

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation

Note: "*" indicates an optional field
Cells in gray contain auto-calculation formulas

Table A
Housing Development Applications Submitted

Project Identifier					Unit Types		Date Application Submitted	Proposed Units - Affordability by Household Incomes							Total Approved Units by Project	Total Disapproved Units by Project	Streamlining	Density Bonus Law Applications		Application Status	Project Type	Notes	
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22		
Prior APN*	Current APN	Street Address	Project Name*	Local Jurisdiction Tracking ID	Unit Category (SFA,SFD,2 to 4,5+ADU,MH)	Tenure R=Rentor O=Owner	Date Application Submitted (see instructions)	Very Low-Income Restricted	Very Low-Income Non-Deed Restricted	Low-Income Deed Restricted	Low-Income Non-Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Non-Deed Restricted	Above-Moderate-Income	Total PROPOSED Units by Project	Total APPROVED Units by Project	Total DISAPPROVED Units by Project	Please select state streamlining provision's application was submitted pursuant to.	Did the housing development application seek incentives or concessions pursuant to Government Code section 65915?	Were incentives or concessions requested pursuant to Government Code section 65915 approved?	Please indicate the status of the application.	Is the project considered a ministerial project or discretionary project?	Notes*
Summary Row: Start Data Entry Below																							
	4139-02-025	1535 E Elm Ave		BLD-24-4	ADU	R	1/4/2024							1	1	1		NONE	No	N/A	Approved	Ministerial	
	4133-028-016	801 BUNGALOW DR. Unit A		BLD-24-7	ADU	R	1/8/2024							1	1	1		NONE	No	N/A	Approved	Ministerial	
	4136-009-004	526 WHITING ST		BLD-24-36	SFD	O	1/21/2024							1	1			NONE	No	N/A	Pending	Ministerial	
	4136-009-004	526 WHITING ST		BLD-24-39	ADU	R	1/30/2024							1	1			NONE	No	N/A	Pending	Ministerial	
	4132-033-010	948 CYPRESS ST. Unit A		BLD-24-44	ADU	R	1/31/2024							1	1	1		NONE	No	N/A	Approved	Ministerial	
	4133-012-014	508 E WALNUT AVE		BLD-24-51	ADU	R	2/6/24							1	1			NONE	No	N/A	Pending	Ministerial	
	4135-032-011	400 BUNGALOW DR		BLD-24-67	ADU	R	2/09/24							1	1	1		NONE	No	N/A	Pending	Ministerial	
		754 CALIFORNIA ST			SFD	O								1	1	1		NONE	No	N/A	Approved	Ministerial	
	4139-019-021	1427 E ELM AVE		BLD-24-78	ADU	R	3/5/24							1	1			NONE	No	N/A	Pending	Ministerial	
	4139-022-023	533 W MARIPOSA AVE		BLD-24-83	ADU	R	3/7/24							1	1	1		NONE	No	N/A	Approved	Ministerial	
	4136-001-022	527 ARENA ST. Unit 112		BLD-24-90	ADU	R	3/13/24							1	1	1		NONE	No	N/A	Approved	Ministerial	
	4133-005-006	215 VIRGINIA ST		BLD-24-101	ADU	R	3/19/24							1	1			NONE	No	N/A	Pending	Ministerial	
	4136-022-013	1049 E ACACIA AVE		BLD-24-103	ADU	R	3/20/24							1	1			NONE	No	N/A	Pending	Ministerial	
	4133-032-014	521 W PALM AVE		BLD-24-106	ADU	R	3/21/24							1	1			NONE	No	N/A	Pending	Ministerial	
	4132-005-028	921 EUCALYPTUS DR		BLD-24-119	ADU	R	3/31/24							1	1	1		NONE	No	N/A	Approved	Ministerial	
	4132-021-009	500 EUCALYPTUS DR. Unit A		BLD-24-132	ADU	R	4/8/24							1	1	1		NONE	No	N/A	Pending	Ministerial	
	4133-005-023	721 BAYONNE ST		BLD-24-146	SFD	O	4/16/2024							1	1			NONE	No	N/A	Approved	Ministerial	
	4132-005-023	409 W ACACIA AVE		BLD-24-177	ADU	R	5/3/24							1	1			NONE	No	N/A	Pending	Ministerial	
	4132-001-006	1633 E MAPLE AVE		BLD-24-186	ADU	R	5/13/24							1	1			NONE	No	N/A	Pending	Ministerial	
	4139-017-014	538 PENN ST		BLD-24-187	ADU	R	5/13/24						2	2	2			NONE	No	N/A	Pending	Ministerial	
	4133-019-003	921 LOMA VISTA ST		BLD-24-230	ADU	R	6/18/24							1	1	1		NONE	No	N/A	Approved	Ministerial	
	4131-002-029	322 LOMA VISTA ST		BLD-24-246	ADU	R	6/28/24							1	1			NONE	No	N/A	Approved	Ministerial	
	4136-020-010	754 CALIFORNIA ST		BLD-24-248	ADU	R	7/2/24							1	1	1		NONE	No	N/A	Approved	Ministerial	
	4139-019-021	1424 E SYCAMORE AVE		BLD-24-252	SFD	O	7/4/24							1	1			NONE	No	N/A	Pending	Ministerial	
	4139-016-037	1424 E SYCAMORE AVE. Unit A		BLD-24-254	ADU	R	7/8/24							1	1			NONE	No	N/A	Pending	Ministerial	
	4139-016-037	680 W PALM AVE		BLD-24-255	ADU	R	7/8/24							1	1	1		NONE	No	N/A	Approved	Ministerial	
	4131-016-070	622 EUCALYPTUS DR		BLD-24-292	ADU	R	7/30/24							1	1			NONE	No	N/A	Pending	Ministerial	
	4133-004-002	649 W SYCAMORE AVE		BLD-24-302	SFD	O	8/12/24							1	1			NONE	No	N/A	Pending	Ministerial	
	4133-003-020	418 W PALM AVE. Unit A		BLD-24-304	ADU	R	8/15/24							1	1			NONE	No	N/A	Pending	Ministerial	
	4136-002-006	231 SHELTON ST		BLD-24-308	ADU	R	8/21/24							1	1			NONE	No	N/A	Pending	Ministerial	
	4135-011-020	1204 E MARIPOSA AVE		BLD-24-310	SFD	O	8/22/24							1	1			NONE	No	N/A	Pending	Ministerial	
	4139-026-001	126 W WALNUT AVE		BLD-24-316	ADU	R	8/28/24							1	1			NONE	No	N/A	Pending	Ministerial	
	4132-015-015	501 W WALNUT AVE		BLD-24-327	ADU	R	8/29/24							1	1			NONE	No	N/A	Pending	Ministerial	
	4132-002-042	525 W OAK AVE		BLD-24-347	ADU	R	9/17/24							1	1	1		NONE	No	N/A	Approved	Ministerial	
	4132-011-012	538 LOMA VISTA ST		BLD-24-376	ADU	R	10/4/24							1	1			NONE	No	N/A	Pending	Ministerial	
	4136-010-002	925 PEPPER ST. Unit A		BLD-24-389	ADU	R	10/14/24							1	1			NONE	No	N/A	Pending	Ministerial	
	4132-019-023	217 E WALNUT AVE		BLD-24-413	ADU	R	10/26/24							1	1			NONE	No	N/A	Pending	Ministerial	
	4132-021-021	1620 E MAPLE AVE. UNIT 24		BLD-24-420	ADU	R	10/31/24							1	1			NONE	No	N/A	Pending	Ministerial	
	4139-018-010	1620 E MAPLE AVE. UNIT 24		BLD-24-435	ADU	R	11/12/24							1	1			NONE	No	N/A	Pending	Ministerial	
	4139-018-010	1620 E MAPLE AVE. UNIT 25		BLD-24-452	ADU	R	11/21/24							1	1			NONE	No	N/A	Pending	Ministerial	
	4139-018-010	1620 E MAPLE AVE. UNIT 26		BLD-24-454	ADU	R	11/23/24							1	1			NONE	No	N/A	Pending	Ministerial	
	4139-018-010	1620 E MAPLE AVE. UNIT 27		BLD-24-456	ADU	R	11/26/24							1	1			NONE	No	N/A	Pending	Ministerial	
	4139-018-010	1620 E MAPLE AVE. UNIT 28		BLD-24-457	ADU	R	11/26/24							1	1			NONE	No	N/A	Pending	Ministerial	
	4131-011-011	311 LOMA VISTA ST		BLD-24-464	ADU	R	11/28/24							1	1			NONE	No	N/A	Pending	Ministerial	

Table A2

Annual Building Activity Report Summary - New Construction, Entitled, Permits and Completed Units

Project Identifier			Affordability by Household Incomes - Building Permits							8	9
			7							8	9
Current APN	Street Address	Project Name ⁺	Very Low-Income Deed Restricted	Very Low-Income Non Deed Restricted	Low-Income Deed Restricted	Low-Income Non Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Non Deed Restricted	Above Moderate-Income	Building Permits <u>Date Issued</u>	# of Units Issued Building Permits
			0	0	0	0	0	0	28		28
4133-012-019	507 E SYCAMORE AVE, Unit A								1		1
4133-008-011	628 SHELDON ST								1	2/1/2024 2/26/2024	1
4133-028-016	801 BUNGALOW DR, Unit A								1	3/6/2024	1
4132-016-033	203 W WALNUT AVE								1	3/25/2024	1
4133-010-009	523 E OAK AVE								1	4/3/2024	1
4133-010-009	523 E OAK AVE, Unit A								1	4/3/2024	1
4133-005-006	527 ARENA ST, Unit 1/2								1	4/16/2024	1
4132-033-010	948 CYPRESS ST, Unit A								1	4/22/2024	1
4133-009-012	510 E PALM AVE								1	4/24/2024	1
4133-005-023	500 EUCALYPTUS DR, Unit A								1	5/6/2024	1
4132-003-029	840 LOMA VISTA ST, Unit A								1	5/9/2024	1
4139-018-020	719 INDIANA CT								2	5/17/2024	2
4135-004-016	417 STANDARD ST								1	6/18/2024	1
4135-004-016	415 STANDARD ST								1	6/18/2024	1
4139-019-021	754 CALIFORNIA ST								1	7/18/2024	1
4139-019-021	754 CALIFORNIA ST, Unit A								1	7/23/2024	1
4139-019-006	1506 E MAPLE AVE, Unit A								1	8/5/2024	1
4139-019-006	1506 E. MAPLE AVE								1	8/5/2024	1
4136-001-022	533 W MARIPOSA AVE								1	8/6/2024	1
4132-005-028	521 W PALM AVE								1	8/19/2024	1
4133-019-003	538 PENN ST								1	9/5/2024	1
4139-022-025	1535 E ELM AVE								1	10/4/2024	1

Table A2

Annual Building Activity Report Summary - New Construction, Entitled, Permits and Completed Units

Project Identifier			Affordability by Household Incomes - Certificates of Occupancy								11	12
Current APN	Street Address	Project Name ⁺	10							Above Moderate-Income	Certificates of Occupancy or other forms of readiness (see instructions) <u>Date Issued</u>	# of Units issued Certificates of Occupancy or other forms of readiness
			Very Low-Income Deed Restricted	Very Low-Income Non Deed Restricted	Low-Income Deed Restricted	Low-Income Non Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Non Deed Restricted	Above Moderate-Income			
			0	0	0	0	0	0	0	4		4
4133-012-019	507 E SYCAMORE AVE, Unit A											0
4133-008-011	628 SHELDON ST											0
4133-028-016	801 BUNGALOW DR, Unit A									1	6/12/2024	1
4132-016-033	203 W WALNUT AVE											0
4133-010-009	523 E OAK AVE											0
4133-010-009	523 E OAK AVE, Unit A											0
4133-005-006	527 ARENA ST, Unit 1/2											0
4132-033-010	948 CYPRESS ST, Unit A											0
4133-009-012	510 E PALM AVE											0
4133-005-023	500 EUCALYPTUS DR, Unit A									1	5/20/2024	1
4132-003-029	840 LOMA VISTA ST, Unit A											0
4139-018-020	719 INDIANA CT											0
4135-004-016	417 STANDARD ST											0
4135-004-016	415 STANDARD ST											0
4139-019-021	754 CALIFORNIA ST											0
4139-019-021	754 CALIFORNIA ST, Unit A											0
4139-019-006	1506 E MAPLE AVE, Unit A											0
4139-019-006	1506 E. MAPLE AVE											0
4136-001-022	533 W MARIPOSA AVE											0
4132-005-028	521 W PALM AVE											0
4133-019-003	538 PENN ST											0

Table A2

Annual Building Activity Report Summary - New Construction, Entitled, Permits and Completed Units

Project Identifier			13	14	15	16		17	18		19	20			21	22	23	24
Current APN	Street Address	Project Name	How many of the units were Extremely Low Income?	Please select the state streamlining provision the project was APPROVED pursuant to. (may select multiple)	Infill Units? Y/N	Assistance Programs for Each Development (may select multiple - see instructions)	Deed Restriction Type (may select multiple - see instructions)	For units affordable without financial assistance or deed restrictions, explain how the locality determined the units were affordable (see instructions)	Term of Affordability or Deed Restriction (years) (if affordable in perpetuity enter 1000)	Number of Demolished/Destroyed Units	Demolished or Destroyed Units	Demolished/Destroyed Units Owner or Renter	Total Density Bonus Applied to the Project (Percentage Increase in Total Allowable Units or Total Maximum Allowable Residential Gross Floor Area)	Number of Other Incentives, Concessions, Waivers, or Other Modifications Given to the Project (Excluding Parking Waivers or Parking Reductions)	List the incentives, concessions, waivers, and modifications (Excluding Parking Waivers or Parking Modifications)	Did the project receive a reduction or waiver of parking standards? (Y/N)		
			0							5								
4133-012-019	507 E SYCAMORE AVE, Unit A		0	NONE	Y													
4133-008-011	628 SHELDON ST		0	NONE	Y													
4133-028-016	801 BUNGALOW DR, Unit A		0	NONE	Y													
4132-016-033	203 W WALNUT AVE		0	NONE	Y													
4133-010-009	523 E OAK AVE		0	NONE	Y					1	Demolished	O						
4133-010-009	523 E OAK AVE, Unit A		0	NONE	Y													
4133-005-006	527 ARENA ST, Unit 12		0	NONE	Y													
4132-033-010	948 CYPRESS ST, Unit A		0	NONE	Y													
4133-008-012	510 E PALM AVE		0	NONE	Y													
4133-005-023	500 EUCALYPTUS DR, Unit A		0	NONE	Y													
4132-003-029	840 LOMA VISTA ST, Unit A		0	NONE	Y													
4139-018-020	719 INDIANA CT		0	NONE	Y													
4135-004-016	417 STANDARD ST		0	NONE	Y					1	Demolished	O						
4135-004-016	415 STANDARD ST		0	NONE	Y					1	Demolished	O						
4139-019-021	754 CALIFORNIA ST		0	NONE	Y					1	Demolished	O						
4139-019-021	754 CALIFORNIA ST, Unit A		0	NONE	Y													
4139-019-006	1506 E MAPLE AVE, Unit A		0	NONE	Y													
4139-019-006	1506 E MAPLE AVE		0	NONE	Y					1	Demolished	O						
4136-001-022	533 W MARIPOSA AVE		0	NONE	Y													
4132-005-028	521 W PALM AVE		0	NONE	Y													
4133-019-003	538 PENN ST		0	NONE	Y													
4139-022-025	1535 E ELM AVE		0	NONE	Y													
4131-002-029	921 LOMA VISTA ST		0	NONE	Y													
4131-016-070	690 W PALM AVE		0	NONE	Y													
4132-002-042	501 W WALNUT AVE		0	NONE	Y													
4139-021-044	1208 E MAPLE AVE		0	NONE	Y													
4131-003-005	841 LOMA VISTA ST, Unit A		0	NONE	Y													
4136-008-008	508 WHITING ST, UNIT A		0	NONE	Y													
4136-020-023	341 WHITING ST		0	NONE	Y													

Jurisdiction	El Segundo	
Reporting Year	2024	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	10/15/2021 - 10/15/2029

**ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation**

This table is auto-populated once you enter your jurisdiction name and current year data. Past year information comes from previous APRs.
Please contact HCD if your data is different than the material supplied here

Table B														
Regional Housing Needs Allocation Progress														
Permitted Units Issued by Affordability														
		1	Projection Period	2									3	4
Income Level		RHNA Allocation by Income Level	Projection Period - 06/30/2021-10/14/2021	2021	2022	2023	2024	2025	2026	2027	2028	2029	Total Units to Date (all years)	Total Remaining RHNA by Income Level
Very Low	Deed Restricted	189	-	-	-	-	-	-	-	-	-	-	-	189
	Non-Deed Restricted		-	-	-	-	-	-	-	-	-	-	-	
Low	Deed Restricted	88	-	-	-	-	-	-	-	-	-	-	-	88
	Non-Deed Restricted		-	-	-	-	-	-	-	-	-	-	-	
Moderate	Deed Restricted	84	-	-	-	-	-	-	-	-	-	-	-	84
	Non-Deed Restricted		-	-	-	-	-	-	-	-	-	-	-	
Above Moderate		131	5	1	30	22	28	-	-	-	-	-	86	45
Total RHNA		492												
Total Units			5	1	30	22	28	-	-	-	-	-	86	406
Progress toward extremely low-income housing need, as determined pursuant to Government Code 65583(a)(1).														
		5		2021	2022	2023	2024	2025	2026	2027	2028	2029	6	7
Extremely low-Income Need													Total Units to Date	Total Units Remaining
Extremely Low-Income Units*		95		-	-	-	-	-	-	-	-	-	-	95

*Extremely low-income housing need determined pursuant to Government Code 65583(a)(1). Value in Section 5 is default value, assumed to be half of the very low-income RHNA. May be overwritten.

Please Note: Table B does not currently contain data from Table F or Table F2 for prior years. You may login to the APR system to see Table B that contains this data.

Note: units serving extremely low-income households are included in the very low-income RHNA progress and must be reported as very low-income units in section 7 of Table A2. They must also be reported in the extremely low-income category (section 13) in Table A2 to be counted as progress toward meeting the extremely low-income housing need determined pursuant to Government Code 65583(a)(1).

Please note: For the last year of the 5th cycle, Table B will only include units that were permitted during the portion of the year that was in the 5th cycle. For the first year of the 6th cycle, Table B will only include units that were permitted since the start of the planning period. Projection Period units are in a separate column.

Please note: The APR form can only display data for one planning period. To view progress for a different planning period, you may login to HCD's online APR system, or contact HCD staff at apr@hcd.ca.gov.

VLI Deed Restricted
VLI Non Deed Restricted

Program Implementation Status pursuant to GC Section 65583

Housing Programs Progress Report

Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element.

1	2	3	4
Name of Program	Objective	Timeframe in H.E	Status of Program Implementation
1. Residential Sound Insulation (RSI)	Beginning in 2023 and annually thereafter, coordinate with LAWA to assist in outreaching to eligible owners in El Segundo. Assist 200 households annually.	Annually	In Q4 2023, the City closely coordinated with LAWA in the outreach process to ensure that residential structures continue to be treated under the new RSI program. In 2024, LAWA began treating homes and the City processed 95 permit applications.
2. Code Compliance Inspection Program	Continue to conduct inspections on a complaint basis through the City's Community Development Department and Neighborhood Preservation Officer	Ongoing	In 2024, the Neighborhood Preservation Officer conducted inspections at 228 residential properties in response to complaints. The typical complaints included illegal construction, noise, overgrown vegetation, housing concerns, and other zoning violations.
3. Accessory Dwelling Units (ADU)	Develop incentives and tools to facilitate ADU construction by the end of 2023, with the goal of achieving 120 ADUs in eight years. Incentives include pre-approved plans and creating an ADU calculator to estimate costs of development in El Segundo. The City is also participating in a REAP-funded project administered by the South Bay Council of Governments to accelerate ADU production.	By the end of 2023	REAP. In progress: The City of El Segundo is participating in a South Bay Cities COG, Regional Early Action Planning grant-funded, project to accelerate ADU production. The SBCCOG is engaged in a multifaceted research and planning project that includes mapping, economic analysis, policy assessment, infrastructure impacts, surveys of applicants and tenants, best practices, and forecasting of ADU development in the South Bay. An RFP for this project can be found at https://southbaycities.org TOOLS. Completed: In Q4 2023, the City completed and posted an ADU handout on the City's Housing Division webpage. The handout includes ADU development standards and an application submittal checklist. INCENTIVES. Completed: The City developed (in Q4 2024) and launched a pre-approved plans program (in Q1 2025). As architects submit plans for pre-approval and the City pre-approves them, they will be posted on the City website. In addition, the City developed its own ADU calculator to assist property owners and developers estimate the costs of developing ADUs. Information on the pre-approved ADU program and the ADU fee calculator can be found on the City's Housing Division webpage at: https://www.elsegundo.org/government/departments/community-development/housing-division
Accessory Dwelling Units (ADU)	In 2022, update City website to provide information of ADU resources, such as grants available to homeowners for ADU construction from the California Housing Finance Agency (CalHFA).	By the end of 2022	Completed. In Q2 of 2023, the City posted ADU-related information and resources on the City's Housing Division webpage. The ADU information can be found at: https://www.elsegundo.org/government/departments/community-development/housing-division/adu-resources The information on this webpage will be reviewed on an ongoing basis and updated as needed.
Accessory Dwelling Units (ADU)	Beginning in 2022 and annually thereafter, pursue available funding to facilitate ADU construction, including affordable ADUs.	IN 2022 AND ANNUALLY	In progress. In 2023, the City investigated and posted information on its Housing Division webpage regarding funding opportunities through HCD and CalHFA. In 2024, the City promoted this information through its community outreach efforts. In addition, the City also participates in the REAP funded, SBCCOG project to accelerate ADU production, as mentioned above.
Accessory Dwelling Units (ADU)	Monitor ADU construction trends in 2024 to determine if adjustments to incentives and tools are necessary to meet the City's projected goal. Make necessary adjustments to incentives and tools within six months.	IN 2024 AND ADJUST INCENTIVES WITHIN SIX MONTHS	Completed. The City maintains a database (ADU log) that tracks: - Number of ADUs applied, permitted, and completed each year - Property address and APN - Permit numbers - Applicant Name - Description (attached/detached, one/two story) - Size In Q4 2024, the City evaluated its incentives for ADU construction and determined that no adjustments were necessary, because the ADU construction activity exceeded the Housing Element projections. The City will annually evaluate and, if necessary, adjust its incentives for ADU construction
4. Inclusionary Housing Ordinance and Affordable Housing Strategy	Pending on the outcomes and recommendations of the feasibility study, establish the Inclusionary Housing program by 2025.	By the end of 2024	Completed. The feasibility study concluded that an inclusionary housing ordinance was not feasible at current densities in the Multiple-Family Residential (R-3) zone. On March 1, 2022, City Council directed staff to study the appropriate densities that would facilitate redevelopment in the City's R-3 zone while considering SB 330 (Housing Crisis Act). The results of this additional feasibility study are reflected in the densities proposed for the Housing and Mixed-Use Overlays, which were implemented in May 2024 (See program 6)
Inclusionary Housing Ordinance and Affordable Housing Strategy	Adopt Final Affordable Housing Strategic Plan by summer 2023 and implement the Affordable Housing Strategic Plan utilizing the services of Many Mansions.	By summer 2023	Adoption Completed. On March 24, 2022, the City's affordable housing services consultant presented a draft Affordable Housing Strategy at a Planning Commission study session. On June 23, 2022, the City's affordable housing services consultant presented the draft Affordable Housing Strategy at a City Council meeting. On December 19, 2023, the City Council adopted the Affordable Housing Strategy and established implementation priorities. Implementation Ongoing. On July 15, 2024, the City entered into an agreement with Affordable Housing consulting firm RSG (replacing Many Mansions) to assist the City with the implementation of its Affordable Housing Strategy. On August 28, 2024, the City and RSG held a kick-off meeting to initiate the implementation process. In Q4 2024, the City had three working meetings with RSG, and on January 23, 2025, the City's Planning Commission held a study session to gather public input and provide staff and RSG direction regarding the implementation. Implementation of the Affordable Housing Strategic Plan will be ongoing throughout the Housing Element planning period. The adopted Affordable Housing Strategy can be found on the City's Housing Division webpage at: https://www.elsegundo.org/government/departments/community-development/housing-division/affordable-housing
Inclusionary Housing Ordinance and Affordable Housing Strategy	Establish written procedures to streamline affordable housing pursuant to SB 35 by the end of 2022.	By the end of 2022	In progress. In May, 2024, the City Council adopted an ordinance (No. 1657) establishing objective development standards for high density housing developments in the new Housing and Mixed-Use Overlay zones (see Program No. 6). These objective standards will also serve as objective standards for affordable housing developments pursuant to SB 35 and AB 2011. In addition, in 2024, the City developed a draft SB 35 pre-application form and written application procedures. The pre-application form and related procedures will be finalized and posted on its website in Q2 2025.

Inclusionary Housing Ordinance and Affordable Housing Strategy	Continue to facilitate affordable housing development through incentives and technical assistance.	Ongoing	<p>On March 7, 2023, the City Council adopted three ordinances to establish regulations for: a) State Density Bonus applications, Transitional and Supportive Housing, and Micro-Units. These ordinances include incentives for the provision of affordable housing.</p> <p>On May 7, 2024, the City Council adopted an ordinance (No. 1657 amending the municipal code for the following purposes:</p> <ol style="list-style-type: none"> 1. Updated the City's subdivision regulations to allow ministerial approval of residential 10-lot subdivisions 2. Increased the maximum permitted density of the Multiple-Family Residential (R-3) zone to 30 dwelling units per acre 3. Established objective development standards for high density housing developments the new Housing and Mixed-Use Overlay zones (see program No. 6). These objective standards will also serve as objective standards for affordable housing developments pursuant to SB 35 and AB 2011. 4. Amended the Site Plan Review Findings of approval to streamline the development review process and provide more certainty of the outcome.
5. Urban Lot Split	By summer 2023, develop checklist for SB 9 application.	By summer 2023	<p>In progress. On March 1, 2022, the City Council adopted Ordinance 1633 establishing standards for urban lot splits.</p> <p>In March 2022, the City completed a handout visually describing the new development standards for urban lot splits in Ordinance 1633.</p> <p>In Q2 2023, the City posted a development standards handout on the City website and is in the process of developing an application checklist that will be posted on the website in Q2 2025.</p> <p>In Q4 2024, the City initiated a municipal code amendment to update the its SB 9 (two-unit residential and urban lot split) regulations to ensure consistency with SB 450, which was signed into law in September 2024.</p> <p>In December 2024, the City's Planning Commission conducted a study session a provided direction to staff for amendments to the City's SB 9 regulations.</p> <p>In Q2 2025, the City anticipated to adopt an ordinance amending the municipal code SB 9 regulations to bring them into compliance with SB 450. The SB 9/SB 450 application checklist (currently in development) will be updated in the same timeframe in Q2 2025.</p>
6. Provision of Adequate Sites	By October 15, 2022, rezone adequate sites to accommodate the 29-unit RHNA shortfall carry over from the 5th cycle Housing Element. Approval of a rezone in April 2022 to accommodate the Pacific Coast Commons project results in the provision of 263 units, including 32 lower income units (29 low income and 3 very low income).	By October 15, 2022	<p>Completed. On March 15, 2022, the City Council adopted Resolution 5319 and on April 19, 2022, it adopted Ordinance 1635 approving a Zone Change, General Plan Amendment, Subdivision, and Site Plan Review to create the Pacific Coast Commons Specific Plan (PCCSP) and approve the development of 263 residential units. The 263 units include 6 market-rate condominiums, 225 market-rate apartments, 29 low income apartments, and 3 very low income apartments. The City anticipates construction to begin at the earliest in Q3 of 2025.</p>
Provision of Adequate Sites	By summer 2023, rezone adequate sites as Mixed Use Overlay and Housing Overlay for the 6th cycle RHNA shortfall of 279 units (184 very low income, 18 low income, and 77 moderate income units).	By summer 2023	<p>Completed. In May 2024, the City Council adopted Resolution No. and Ordinance No. 1657 implementing the rezoning of adequate sites as Mixed Use Overlay (MU-O) and Housing Overlay (H-O). The Mixed-Use Overlay allows a maximum density of 75 dwelling units per acre and the Housing Overlay allows a maximum density of 65 dwelling units per acre, consistent with Housing Element Program 6.</p>
Provision of Adequate Sites	By Summer 2023, develop objective design standards for residential development consistent with SB 330 in conjunction with the establishment of Mixed Use Overlay and Housing Overlay.	By summer 2023	<p>Completed. In May 2024, the City Council adopted Resolution No. and Ordinance No. 1657 implementing the rezoning of adequate sites as Mixed Use Overlay (MU-O) and Housing Overlay (H-O). The Mixed-Use Overlay allows a maximum density of 75 dwelling units per acre and the Housing Overlay allows a maximum density of 65 dwelling units per acre, consistent with Housing Element Program 6.</p> <p>In addition, the new overlay zones establish objective development standards for high density housing developments consistent with SB 330 that will also serve as objective development standards for SB 35 and AB 2011 housing developments.</p>
Provision of Adequate Sites	By October 15, 2023, amend the ESMC to provide by right approval of projects on rezoned sites for lower income RHNA if the project provides 20 percent of the units as affordable housing for lower income households.	By October 2023	<p>Completed. In May 2024, the City Council adopted Ordinance No. 1657 to establish the Mixed Use and Housing Overlays identified in Program 6 of the Housing Element. The Ordinance incorporated a provision of by-right approval of projects on the rezoned sites if the projects provide 20 percent of the units as affordable housing for lower income households.</p>
Provision of Adequate Sites	By October 15, 2024, update Downtown Specific Plan and Smoky Hollow Specific Plan to increase housing capacity by 300 units.	By October 15, 2024	<p>Downtown Specific Plan Update. Completed. In May 2024, the City Council adopted Resolution No. 5477 and Ordinance 1661 establishing the updated Downtown Specific Plan. The permitted density in the new Specific Plan and the adopted Environmental Impact Report (EIR) projected an additional housing capacity in the Specific Plan area of 300 units.</p> <p>Smoky Hollow Specific Plan. In progress. In 2024, the City halted its plans to update the Smoky Hollow Specific Plan. Instead, the City has initiated an effort to comprehensively update the General Plan Land Use Element. The scope of the Land Use Element update includes, among other goals, studying and implementing limited live/work or mixed-use housing development opportunities in the Smoky Hollow area. In Q3 and Q4 2024, the City released and RfP and conducted interviews of planning consulting firms that will assist the City complete the Land Use Element update. The selection of a planning firm is scheduled in February 2025 and the update will initiate by Q2 2025. The City anticipates completing the Land Use Element update in Q1 2027.</p>
7. Monitoring of No Net Loss (SB 166)	By October 15, 2022, develop a formal ongoing procedure to evaluate identified capacity and identify additional sites as necessary	By October 15, 2022	<p>Completed. In Q2 2023, the City developed a database to track and update its Sites Inventory capacity.</p>
Monitoring of No Net Loss (SB 166)	Continue to perform project-by-project evaluation to determine if adequate capacity remains for the remaining RHNA.	Ongoing	<p>In progress. No activity to report in 2023 and 2024.</p>
8. Lot Consolidation	Continue to facilitate the redevelopment of underutilized sites by annually contacting the development community through various outreach methods, such as promoting opportunities and incentives on the City's website, meeting with developers, and participating in local forums (City forums, Chamber of Commerce, or local real estate brokers' events).	Annually/ongoing	<p>In progress. In spring 2022, as part of the Housing Element Update outreach efforts, the City conducted two series of stakeholder interviews, including property owners, real estate professionals, the Chamber of Commerce, and developers to obtain their input and discuss potential redevelopment sites.</p> <p>On October 10, 2024, the City conducted its annual community meeting where staff presented information regarding its Housing Element Sites Inventory, amendments to the Municipal Code that facilitate redevelopment of underutilized sites, regulations and incentives for construction of Accessory Dwelling Units, SB 9 Single-family Lot Splits, and resources available on the City's Housing Division and Planning Division webpages. The community meeting was advertized in the local newspaper, in social media and city website postings, email bulletins sent to over 1000 Housing Element subscribers, including developers and real estate brokers, and flyers handed out at the City's weekly farmers market.</p> <p>In addition to its annual community meeting, in 2024, the City also conducted four pop-up events (held on a quarterly basis) where staff promoted its Housing Division webpage and Housing Element webpage, including various housing regulations and incentives.</p>

Lot Consolidation	By October 15, 2024, develop strategies to encourage the development and consolidation of small lots, specifically for affordable housing.	By October 15, 2024	Completed. In 2024, the City adopted Ordinance No. 1657, which amended the maximum permitted density in the City's Multiple-Family Residential (R-3) zone to increase the maximum density to 30 dwelling units per acre. Previously the R-3 zone permitted a lower maximum density for lots greater than 15,000 square feet than lots 15,000 square feet or smaller. As a result, the adoption of Ordinance No. 1657 removed a significant disincentive for lot consolidation. Ongoing. In 2025, the City will continue to develop strategies to encourage consolidation of small lots.
9. El Segundo Municipal Code (ESMC) Amendments	Density Bonus	By the end of 2023	Completed. In 2020, the City entered into an agreement with a consulting firm to assist the City with development of a density bonus ordinance. On April 28, 2022, the City held a study session with the Planning Commission on the subject. On June 23, 2022, the Planning Commission considered a draft ordinance at a public hearing and recommended City Council adoption of a density bonus ordinance. On March 7, 2023, the City Council adopted Ordinance No. 1645.
El Segundo Municipal Code (ESMC) Amendments	Transitional and Supportive Housing	By the end of 2023	Completed. In 2020, the City entered into an agreement with a consulting firm to assist the City with development of a transitional and supportive housing ordinance. On April 28, 2022, the City held a study session with the Planning Commission on the subject. On June 23, 2022, the Planning Commission considered a draft ordinance at a public hearing and recommended City Council adoption of a transitional and supportive housing ordinance. On March 7, 2023, the City Council adopted Ordinance No. 1646.
El Segundo Municipal Code (ESMC) Amendments	Single Room Occupancy (SRO) or Micro-Unit Housing	By the end of 2023	Completed. In 2020, the City entered into an agreement with a consulting firm to assist the City with development of a micro-unit ordinance. On April 28, 2022, the Planning Commission held a study session on the subject. On June 23, 2022, the Planning Commission held a second study session on the subject. The Planning Commission formed a subcommittee that worked with staff in Q3 and Q4 2022 to develop an ordinance. On January 12, 2023, the Planning Commission considered a draft ordinance at a public hearing and recommended City Council adoption of the ordinance. On March 7, 2023, the City Council adopted Ordinance No. 1647.
El Segundo Municipal Code (ESMC) Amendments	Residential Care Facilities for Seven or More	By the end of 2023	Complete. On December 19, 2023, the City adopted Ordinance No. 1654 to permit Residential Care Facilities in the City's residential zones.
El Segundo Municipal Code (ESMC) Amendments	Emergency Shelters	By the end of 2023	Complete. On December 19, 2023, the City adopted Ordinance No. 1654 updating the emergency shelter standards to make them objective and consistent with State Law.
El Segundo Municipal Code (ESMC) Amendments	Low Barrier Navigation Center (LBNC)	By the end of 2023	Complete. On December 19, 2023, the City adopted Ordinance No. 1654 to permit Low-barrier navigation centers in the City's Light Manufacturing (M-1) zone and establish development and operational standards for them.
El Segundo Municipal Code (ESMC) Amendments	Employee Housing	By the end of 2023	Complete. On December 19, 2023, the City adopted Ordinance No. 1654 to permit employee housing in the City's residential zones.
El Segundo Municipal Code (ESMC) Amendments	Reasonable Accommodation	By the end of 2023	Complete. On December 19, 2023, the City adopted Ordinance No. 1654 to establish application requirements and procedures for Reasonable Accommodations requests for Individuals with Disabilities
El Segundo Municipal Code (ESMC) Amendments	R-3 Zone	By the end of 2023	Completed. In May 2024, the City adopted Ordinance No. 1657, which amended the maximum permitted density in the Multiple-Family Residential (R-3) zone to 30 dwelling units per acre.
El Segundo Municipal Code (ESMC) Amendments	Parking Requirements	By the end of 2023	In progress. In May 2024, the City adopted Ordinance No. 1657 establishing the Mixed-Use and Housing Overlays and corresponding objective development standards. The development standards include reduced parking requirements for residential uses in the Overlay districts. In addition to the Overlay rezoning, the City is working on updating the parking requirements for multiple-family residential uses in the City's Multi-Family Residential zone and other zones citywide. In August 2024, the City's Planning Commission held a study session during which it gave staff direction on adopting a parking requirement with a sliding scale based on the number of bedrooms per unit. City staff has drafted an ordinance at the end of 2024, which is scheduled for a Planning Commission public hearing in February 2025. Adoption of the Ordinance is anticipated in Q1 of 2025.
El Segundo Municipal Code (ESMC) Amendments	Senior Housing	By the end of 2023	Completed. On December 19, 2023, the City adopted Ordinance No. 1654 to permit senior housing facilities by-right in the City's Multi-family residential (R-3) zone.
El Segundo Municipal Code (ESMC) Amendments	Findings for Site Plan Review	By the end of 2023	Completed. In May 2024, the City adopted Ordinance No. 1657 to amend the findings of approval for Site Plan Review applications. The adopted findings are intended to be more objective and ensure more certainty in the outcome of Site Plan Review applications.
10. Community Outreach	Conduct annual consultation meetings with the Diversity, Equity, and Inclusion Committee and Senior Housing Corporation Board.	Annually	On March 13, 2024, City staff made a presentation and consulted with the City's Diversity Equity and Inclusion (DEI) Committee on the Housing Element Implementation efforts. On October 23, 2024, City staff made a presentation and consulted with the Senior Housing Corporation Board on the Housing Element implementation efforts. On February 8, 2024, City staff made a presentation and consulted with the El Segundo Rotary Club on the Housing Element implementation efforts. The above events were advertised in the local newspaper, in social media and city website postings, and in targeted email bulletins to Housing Element update subscribers. In addition, City staff sends periodic housing related updates through email bulletins to residents and other stakeholders that have subscribed to receive housing related updates.
Community Outreach	Conduct a community outreach program	Annually with APR	In 2024, the City held several events and gave presentations to the community as part of its outreach program, including: - On February 8, 2024, City staff made a presentation and consulted with the El Segundo Rotary Club on the Housing Element implementation efforts. - On March 13, 2024, City staff made a presentation and consulted with the City's Diversity Equity and Inclusion (DEI) Committee on the Housing Element Implementation efforts. - On October 23, 2024, City staff gave a presentation to the Senior Housing Corporation Board and received input from the Board and members of the public in attendance. - In 2024, the City held four quarterly City Hall pop-up events/block parties in residential neighborhoods. At the events, City staff presented information and answered questions regarding the Community Development Department services, residential development trends, and the Housing Element implementation status. These events are held quarterly in different City neighborhoods to reach as many residents and population groups as possible. - On October 10, 2024, the City held a Housing community meeting during a regular Planning Commission meeting. City staff presented information and answered questions regarding residential development trends and the Housing Element implementation.

11. Fair Housing Program State and Federal Laws	Use local annual CDBG funds to separately contract with a fair housing service provider to conduct outreach and education locally. This service will be additional to the City's participation in the Los Angeles Urban County program.	Beginning FY 2023/24 and annually thereafter	In November 2023, the City reached out to the Los Angeles County Development Authority and the Housing Rights Center regarding the potential of conducting fair housing-related outreach and education locally. The City's CDBG fund allocation has been committed for the years 2022-2023 and 2023-2024 for other programs and services. However, in 2025, the City will consider either utilizing outreach services through the Los Angeles Urban County program or using non-CDBG funding to engage in fair housing outreach and education locally.
Fair Housing Program AFFH: Regional Efforts	Participate in regional efforts to address fair housing issues and monitor emerging trends/issues in the housing market.	Annually	In 2024, the City participated in the Los Angeles County Development Authority (LACDA) Los Angeles Urban County program and the Housing Rights Center which provides fair housing services in the County and the City of El Segundo.
Fair Housing Program AFFH: Regional Efforts	Participate in the update of the five-year update of the Regional Analysis of Impediments (AI) to Fair Housing Choice. The last regional AI was adopted in 2018.	2023	In 2023, staff participated in the Los Angeles County Development Authority annual community survey for the Annual Action Plan. In 2024, City staff posted links on the City Housing webpage and promoted the LACDA annual survey in its outreach efforts to increase community participation in future Annual Surveys.
Fair Housing Program AFFH: Interest List	Develop interest list for update on fair housing and affordable housing projects and contact interest list with updates.	By the end of 2022	Completed in Q2 2023. The City updated its Housing Division webpage to allow the public to sign up for a variety of housing related updates. https://www.elsegundo.org/government/departments/community-development/housing-division
Fair Housing Program Fair Housing Outreach	Update City website with affordable housing projects and resources	Semi-annually	In progress. In 2022, the City approved entitlements for a mixed-use commercial/residential project (Pacific Coast Commons) that includes 231 market-rate and 32 affordable residential units. The project description was posted on the City website on its 'active projects' webpage. https://www.elsegundo.org/government/departments/community-development/planning-division/active-projects In Q2 2023, the City updated its Housing Division webpage to include affordable housing resources. In 2024, the City continued to update its Housing Division webpage to include affordable housing resources, including information on ADU construction, SB 9 regulations, and affordable housing projects. In 2024, the City received a new development application for a commercial/residential mixed-use project on one of the housing Element inventory sites within the new Mixed-Use Overlay zone. The project includes 75 market-rate units and 4 affordable units. The project description for this project was also posted on the City website on its Housing Division and its 'active projects' webpages.
Fair Housing Program Fair Housing Outreach	Include fair housing information on the City's website, including up-to-date fair housing laws, services, and information on filing discrimination complaints.	By January 2023	Completed. In Q2 2023, the City updated its Housing Division webpage to include affordable housing projects and resources, as well as fair housing information. https://www.elsegundo.org/government/departments/community-development/housing-division
Fair Housing Program Fair Housing Outreach	Utilize non-traditional media (i.e., social media, City website) in outreach and education efforts in addition to print media and notices.	2021-2029	Ongoing. In 2021 and 2022, in conjunction with the Housing Element Update process, the City conducted an extensive community outreach program. The City conducted community meetings virtually and in-person and gave a presentation to the local Rotary Club. In addition, the City used a dedicated website, social media postings, thousands of emails, directed mailings, and public notices in the local newspaper. In 2024, the City utilized social media and City website postings, ads in the local weekly newspaper, to promote housing related events and to disseminate fair housing related information. Notably, the City utilized its local TV and YouTube Channel to broadcast the annual community meeting held on October 10, 2024. In addition, in 2024, the City held four quarterly City Hall pop-up events/block parties in residential neighborhoods. At the events, City staff presented information and answered questions regarding the Community Development Department services, residential development trends, and the Housing Element implementation status. These events are held quarterly in different City neighborhoods to reach as many residents and population groups as possible.
Fair Housing Program Fair Housing Outreach	Continue advertising and providing programs related to fair housing including the Home Delivered Meals program, Senior In-Home Care program, and Juvenile Diversion program.	2021-2029	In 2024, the City of El Segundo implemented three public service projects, each designed to assist service recipients with improving individual well-being and maintaining independence. The public service projects are Senior In-Home Care, Home Delivered Meals, and Juvenile Diversion. Each public service project has been in operation for twenty years or more. These projects will continue in 2025. Information, referral and outreach for these three projects is mostly accomplished through word-of-mouth or by direct contact with the service provider. Each public service project is described briefly below. 1. Senior In-Home Care provides in-home services to El Segundo elderly and severely handicapped shut-ins. Services are rendered through a qualified home health care agency on an as-needed basis. Approximately 25 eligible clients receive a total of 500 in-home visits annually. 2. Juvenile Diversion offers counseling and referral assistance to children and adolescents considered to be "at risk" for physical and/or emotional abuse. The City contracts with the South Bay Children's Health Center, a private non-profit organization that offers trained counselors to assist both the juvenile and the family. Approximately 350 hours of counseling services are provided annually to approximately 40 eligible El Segundo youth and their families. 3. Home Delivered Meals provides nourishing, balanced at-home meal service to residents who are senior citizens, severely handicapped persons, or convalescent shut-ins. The City contracts with St. Vincent's Meals on Wheels, a non-profit service organization that prepares the meals for the program recipients. Home Delivered Meals allows service recipients to continue to reside in their homes without food insecurity. The program's clients receive one hot meal Monday-Friday and a frozen meal for Saturdays. Approximately 5,000 to 6,000 meals are delivered annually.
Program 4: Affordable Housing Strategy	Conduct community outreach with an emphasis on outreaching to special needs populations and households impacted by disproportionate needs in the northern and eastern areas of the City.	By end of 2023	Completed and Ongoing. On February 8, 2024, City staff made a presentation and consulted with the El Segundo Rotary Club on the Housing Element implementation efforts. On March 13, 2024, City staff made a presentation and consulted with the City's Diversity Equity and Inclusion (DEI) Committee on the Housing Element Implementation efforts. On October 23, 2024, City staff gave a presentation to the Senior Housing Corporation Board and received input from the Board and members of the public in attendance. In 2024, the City held four quarterly City Hall pop-up events/block parties in residential neighborhoods. At the events, City staff presented information and answered questions regarding the Community Development Department services, residential development trends, and the Housing Element implementation status. These events are held quarterly in different City neighborhoods to reach as many residents and population groups as possible. - On October 10, 2024, the City held a Housing community meeting during a regular Planning Commission meeting. City staff presented information and answered questions regarding residential development trends and the Housing Element implementation. Outreach for these event is done primarily through distributing physical flyers to residents in the surrounding neighborhood. In addition, the event is advertised in the City's monthly electronic newsletter that is sent to 720 subscribers.

Program 10: Community Outreach	Conduct consultation meetings with the City's new Diversity, Equity, and Inclusion Committee and Senior Housing Corporation Board.	Annually beginning 2023	Completed. In 2024, the City held several events and gave presentations to the community as part of its outreach program, including: On February 8, 2024, City staff made a presentation and consulted with the El Segundo Rotary Club on the Housing Element implementation efforts. On March 13, 2024, City staff made a presentation and consulted with the City's Diversity Equity and Inclusion (DEI) Committee on the Housing Element Implementation efforts. On October 23, 2024, City staff gave a presentation to the Senior Housing Corporation Board and received input from the Board and members of the public in attendance. The El Segundo Rotary Club is a nonprofit service volunteer organization that focuses on fundraising for education and youth clubs, such as the Boy Scouts, Mychal's Learning Center, POTATOES Robotics Club, ESHS Interact Club, and provides financial assistance, mentonship, and other resources.
Program 10: Community Outreach	Conduct community outreach as part of the Annual Progress Report process.	Annually beginning 2023	In 2024, the City held several events and gave presentations to the community as part of its outreach program, including: On February 8, 2024, City staff made a presentation and consulted with the El Segundo Rotary Club on the Housing Element implementation efforts. On March 13, 2024, City staff made a presentation and consulted with the City's Diversity Equity and Inclusion (DEI) Committee on the Housing Element Implementation efforts. On October 23, 2024, City staff gave a presentation to the Senior Housing Corporation Board and received input from the Board and members of the public in attendance. In addition, in 2024, the City held four quarterly City Hall pop-up events/block parties in residential neighborhoods. At the events, City staff presented information and answered questions regarding the Community Development Department services, residential development trends, and the Housing Element implementation status. These events are held quarterly in different City neighborhoods to reach as many residents and population groups as possible. All the above meetings and presentations are intended to inform the community about residential development trends, affordable and fair housing resources, as well as to inform and obtain input n the City's Annual Housing Element Progress Report. Furthermore, in 2024, City staff presented its draft Annual Progress Report to both the Planning Commission and City Council at public meetings prior to submitting it to HCD.
Program 3: Accessory Dwelling Units (ADU)	Develop incentives and tools to facilitate ADU construction.	By end of 2023	In progress. In Q4 2023, the City developed and posted an ADU handout on its Housing Division webpage at: https://www.elsegundo.org/government/departments/community-development/housing-division The handout includes ADU development standards and an application submittal checklist. In Q4 2024, the City developed an online ADU fee calculator to assist property owners and developers interested in building ADUs to estimate the potential City fees involved in ADU construction. In Q4 2024, the City contacted local architects and design professionals to invite them to participate in the City's upcoming pre-approved ADU plan program. The City also began building a webpage for its pre-approved ADU plan program. The program is anticipated to be launched in Q1 2025.
Program 3: Accessory Dwelling Units (ADU)	Update City website to provide information of ADU resources, such as grants available to homeowners for ADU construction from the California Housing Finance Agency (CalHFA).	In 2022	Completed and Ongoing. In Q2 2023, the City posted ADU information on its Housing Division webpage, including links to City's zoning map, ADU zoning regulations, and CalHFA's grant program. In 2025 and going forward, the City will periodically review its available funding opportunities and updates its website ADU resources.
Program 3: Accessory Dwelling Units (ADU)	Pursue available funding to facilitate ADU construction, including affordable ADUs.	IN 2022 AND ANNUALLY	Ongoing. In 2023 and 2024, the City investigated funding opportunities through HCD and CalHFA and posted links regarding these grant opportunities on its Housing Division webpage. In 2025, the City will continue to investigate and pursue funding opportunities through HCD and CalHFA and promoting those oppportunities in the community through its public outreach efforts.
Program 4: Inclusionary Housing Ordinance and Affordable Housing Strategy	Continue to facilitate affordable housing development through incentives and technical assistance.	2021-2029	On March 7, 2023, the City Council adopted three ordinances to establish regulations for: a) State Density Bonus applications, Transitional and Supportive Housing, and Micro-Units. These ordinances include incentives for the provision of affordable housing. In May, 2024, the City Council adopted an ordinance (No. 1657) establishing objective development standards for high density housing developments in the new Housing and Mixed-Use Overlay zones (see Program No. 6). These objective standards will also serve as objective stnadards for affordable housing developments pursuant to SB 35 and AB 2011. In addition, in 2024, the City developed a draft SB 35 pre-application form (using the HCD's template) and written application procedures. The pre-application form and related procedures will be finalized and posted on its website in Q2 2025.
Program 5: Urban Lot Split	Develop checklist to implement SB 9 (Urban Lot Split) through an administrative process.	Develop checklist by summer 2023	In progress. On March 1, 2022, the City Council adopted Ordinance 1633 establishing a standards for urban lot splits. In March 2022, the City Council completed a handout visually describing the urban lot split development standards in Ordinance 1633. In Q2 2023, the City developed a handout explaining the the urban lot split development standards and posted it along with other resources on the City's Housing Division webpage. In Q4 2024, the City initiated a municipal code amendment to update the its SB 9 (two-unit residential and urban lot split) regulations to ensure consistency with SB 450, which was signed into law in September 2024. In December 2024, the City's Planning Commission conducted a study session and provided direction to staff for amendments to the City's SB 9 regulations. In Q2 2025, the City is anticipated to adopt an ordinance amending the municipal code SB 9 regulations to bring them into compliance with SB 450. The SB 9/SB 450 application checklist (currently in development) will be updated in the same timeframe in Q2 2025.
Program 6: Provision of Adequate Sites	Rezone adequate sites to accommodate the 29-unit RHNA shortfall carry over from the 5th cycle Housing Element.	By October 15, 2022	Completed. On March 15, 2022, the City Council adopted Resolution 5319 and on April 19, 2022, it adopted Ordinance 1635 approving a Zone Change, General Plan Amendment, Subdivision, and Site Plan Review to create the Pacific Coast Commons Specific Plan (PCCSP) and approve the development of 263 residential units. The 263 units include 6 market-rate condominiums, 225 market-rate apartments, 29 low income apartments, and 3 very low income apartments. The City anticipates construction to begin at the earliest in Q4 of 2025.
Program 6: Provision of Adequate Sites	Rezone adequate sites for the 6th cycle RHNA shortfall.	By October 15, 2024	Completed. In May 2024, the City Council adopted Resolution No. and Ordinance No. 1657 implementing the rezoning of adequate sites as Mixed Use Overlay (MU-O) and Housing Overlay (H-O). The Mixed-Use Overlay allows a maximum density of 75 dwelling units per acre and the Housing Overlay allows a maximum density of 65 dwelling units per acre, consistent with Housing Element Program 6.

Program 6: Provision of Adequate Sites	Incorporate additional housing opportunities in the Downtown Specific Plan and Smoky Hollow Specific Plan updates.	By October 15, 2024	<p>Downtown Specific Plan Update. Completed. In May 2024, the City Council adopted Resolution No. 5477 and Ordinance 1661 establishing the updated Downtown Specific Plan. The permitted density in the new Specific Plan and the adopted Environmental Impact Report (EIR) projected an additional housing capacity in the Specific Plan area of 300 units.</p> <p>Smoky Hollow Specific Plan. In progress. In 2024, the City halted its plans to update the Smoky Hollow Specific Plan. Instead, the City has initiated an effort to comprehensively update the General Plan Land Use Element. The scope of the Land Use Element update includes, among other goals, studying and implementing limited live/work or mixed-use housing development opportunities in the Smoky Hollow area. In Q3 and Q4 2024, the City released and RfP and conducted interviews of planning consulting firms that will assist the City complete the Land Use Element update. The selection of a planning firm is scheduled in February 2025 and the update will initiate by Q2 2025. The City anticipates completing the Land Use Element update in Q1 2027.</p>
AFFH: Public Improvements in Areas with Housing Element Sites	Prioritize the City's annual budget of approximately \$200,000 on sidewalk repairs and pedestrian ramp improvements for locations in the Housing Element sites inventory.	Annual budget process	In 2024, the City prioritized sidewalk repairs and pedestrian ramp improvements for locations in the northwest quadrant of the City which contains 100 percent of the Housing Element sites inventory. The City budgeted \$250,000 in FY2024-2025 on these types of improvements and as of January 1, 2025 (mid-year) has expended \$175,000.
Program 1: Residential Sound Insulation	Coordinate with LAWA to assist in outreach to owners eligible for the Residential Sound Insulation Program (RSI).	In 2023 and annually thereafter	In Q4 2023, the City closely coordinated with LAWA in the outreach process to ensure that residential structures continue to be treated under the new RSI program. In 2024, LAWA began treating homes and the City processed 95 permit applications.
Program 4: Inclusionary Housing Ordinance and Affordable Housing Strategy	Engage in dialogues with affordable housing providers to learn if there are actions the City can take to support their continued operation.	2021-2029	<p>In progress. On March 24, 2022, the City's affordable housing services consultant presented a draft Affordable Housing Strategy at a Planning Commission study session.</p> <p>On June 23, 2022, the City's affordable housing services consultant presented the draft Affordable Housing Strategy at a City Council meeting.</p> <p>On December 19, 2023, the City Council adopted a revised Affordable Housing Strategy. The Affordable Housing Strategy contains actions and priorities for facilitating affordable housing construction that were developed in conjunction with the City's affordable housing services consultant, which is also an affordable housing developer/provider.</p> <p>On July 15, 2024, the City entered into an agreement with Affordable Housing consulting firm RSG (replacing Many Mansions) to assist the City with the implementation of its Affordable Housing Strategy.</p> <p>On August 28, 2024, the City and RSG held a kick-off meeting to initiate the implementation process.</p> <p>In Q4 2024, the City had three working meetings with RSG, and on January 23, 2025, the City's Planning Commission held a study session to gather public input and provide staff and RSG direction regarding the implementation.</p> <p>As part of the ongoing implementation of the Affordable Housing Strategy, the City will engage with affordable housing consultants and providers.</p>
Program 4: Inclusionary Housing Ordinance and Affordable Housing Strategy	Establish the Inclusionary Housing program.	By 2025	<p>Completed alternative program. On March 1, 2022, staff presented the results of a feasibility study to the City Council. The study showed that an inclusionary housing ordinance would not feasibly increase affordable housing production while meeting SB 330 requirements to preserve existing affordable units. The Council directed staff to instead study the feasibility of implementing a high-density residential overlay in the City's R-3 Multiple-Family Residential zone. That study concluded that a high-density housing overlay would be more feasible in increasing the construction of affordable housing. Program 6 of the Housing Element includes a rezoning effort to establish two high-density residential overlays: the Housing Overlay and the Mixed-Use Overlay.</p> <p>In May 2024, the City Council adopted Resolution No. and Ordinance No. 1657 implementing the rezoning of adequate sites as Mixed Use Overlay (MU-O) and Housing Overlay (H-O). The Mixed-Use Overlay allows a maximum density of 75 dwelling units per acre and the Housing Overlay allows a maximum density of 65 dwelling units per acre, consistent with Housing Element Program 6. Since the adoption of the new overlays, the City received a development application for a 79-unit mixed-use project, including affordable units. The City has also received a lot of inquiries for development on other Overlay sites.</p>
Program 4: Inclusionary Housing Ordinance and Affordable Housing Strategy	Adopt Final Affordable Housing Strategic Plan and implement the Affordable Housing Strategic Plan utilizing the services of Many Mansions.	By Summer 2023	<p>Adoption completed.</p> <p>On December 19, 2023, the City Council adopted a revised Affordable Housing Strategy. The Affordable Housing Strategy contains actions and priorities for facilitating affordable housing construction that were developed in conjunction with an affordable housing services consultant (Many Mansions), which was also an affordable housing developer/provider.</p> <p>Implementation ongoing.</p> <p>On July 15, 2024, the City entered into an agreement with Affordable Housing consulting firm RSG (replacing Many Mansions) to assist the City with the implementation of its Affordable Housing Strategy.</p> <p>On August 28, 2024, the City and RSG held a kick-off meeting to initiate the implementation process.</p> <p>In Q4 2024, the City had three working meetings with RSG, and on January 23, 2025, the City's Planning Commission held a study session to gather public input and provide staff and RSG direction regarding the implementation.</p>
Program 4: Inclusionary Housing Ordinance and Affordable Housing Strategy	Establish written procedures to streamline affordable housing pursuant to SB 35.	By end of 2022	<p>In progress. In May, 2024, the City Council adopted an ordinance (No. 1657) establishing objective development standards for high density housing developments in the new Housing and Mixed-Use Overlay zones (see Program No. 6). These objective standards will also serve as objective standards for affordable housing developments pursuant to SB 35 and AB 2011.</p> <p>In addition, in 2024, the City developed a draft SB 35 pre-application form and written application procedures. The pre-application form and related procedures will be finalized and posted on its website in Q2 2025.</p>
Program 9: El Segundo Municipal Code Amendments	Amend the Zoning Code to comply with State laws related to low barrier navigation centers, emergency shelters, transitional housing, supportive housing, employee housing, reasonable accommodation, and residential care facilities.	By end of 2023	<p>Completed. On December 19, 2023, the City adopted Ordinance No. 1654 to:</p> <ul style="list-style-type: none"> - permit Residential Care Facilities in the City's residential zones. - update the emergency shelter standards to make them objective and consistent with State Law. - permit Low-barrier navigation centers in the City's Light Manufacturing (M-1) zone and establish development and operational standards for them. - permit employee housing in the City's residential zones. - establish application requirements and procedures for Reasonable Accommodations requests for Individuals with Disabilities. <p>In addition, on March 7, 2023, the City Council adopted Ordinance No. 1646 permitting transitional and supportive housing in the City's residential zones.</p>

AFFH: Mobility	Collaborate with other jurisdictions to create a new countywide source of affordable housing – South Bay Affordable Housing Trust.	By October 2022	<p>In progress. In 2022, the City collaborated with the South Bay Cities COG (SBCCOG) and advocated for the passage of SB 1444, which authorizes the creation of the South Bay Affordable Housing Trust. The City participated in multiple meetings of the SBCCOG Executive Board and meetings with state legislators. SB 1444 was passed by the legislature and signed into law by the Governor. It became effective on January 1, 2023.</p> <p>The South Bay Regional Housing Trust would be a funding mechanism for affordable housing in participating cities. It would secure state/federal grants and earmarks that would then be used to provide low-interest loans to developers building affordable housing. The housing trust would be governed by a Board of Directors, appointed by the SBCCOG, and would consist of elected officials from the participating cities as well as two housing/homelessness experts.</p> <p>In 2023, the City and the SBCCOG solicited REAP 2.0 grant funding from SCAG to hire a consultant to assist with the formation and implementation of the South Bay Affordable Housing Trust. The SBCCOG was awarded \$585,000 of REAP 2.0 money, of which \$240,000 identified for the Housing Trust project. However, due to the State's budget deficit, SCAG had to suspend the grant program in mid 2023. It is possible that the grant program will be reinstated later. The City will continue to watch these developments closely during 2025.</p>
AFFH: Displacement	Retain city fair housing service providers to conduct additional outreach and education.	Establish city program by the end of FY 2023	<p>In progress. In Q4 2023, the City contacted LACDA and a fair housing service provider to investigate the feasibility of retaining their services directly. While that effort did not proceed further, in 2024, the City participated in the Los Angeles County Development Authority (LACDA) Los Angeles Urban County program and the Housing Rights Center which provides fair housing services in the County and the City of El Segundo.</p> <p>In 2025, the City will continue to contact LACDA and other fair housing services providers to supplement the City's community outreach and education efforts. Anticipated completion in 2025.</p>
AFFH: Displacement	Focus fair housing outreach and education in areas with high displacement risk, specifically where renters, including overpaying renters, are most concentrated.	Establish city program by the end of FY 2023	<p>In 2024, the City held several events and gave presentations to the community as part of its overall outreach program, including:</p> <ul style="list-style-type: none"> - On February 8, 2024, City staff made a presentation and consulted with the El Segundo Rotary Club on the Housing Element implementation efforts. - On March 13, 2024, City staff made a presentation and consulted with the City's Diversity Equity and Inclusion (DEI) Committee on the Housing Element Implementation efforts. - On October 23, 2024, City staff gave a presentation to the Senior Housing Corporation Board and received input from the Board and members of the public in attendance. - In 2024, the City held four quarterly City Hall pop-up events/block parties in residential neighborhoods. At the events, City staff presented information and answered questions regarding the Community Development Department services, residential development trends, and the Housing Element implementation status. These events are held quarterly in different City neighborhoods to reach as many residents and population groups as possible. - On October 10, 2024, the City held a Housing community meeting during a regular Planning Commission meeting. City staff presented information and answered questions regarding residential development trends and the Housing Element implementation. <p>All the above meetings and presentations are intended to inform the community about residential development trends, affordable and fair housing resources, as well as to inform and obtain input on the overall implementation of the City's Housing Element.</p>
AFFH: Displacement	<p>Expand outreach and education on recent State laws (SB 329 and SB 222) supporting source of income protection for publicly assisted low income households (HCVs).</p> <p>Include a fair housing factsheet with ADU and SB 9 application packets.</p>	By October 2023	<p>In progress. In Q4 2023, the City posted the text of SB 329 and SB 222 on the City's Housing Division webpage and consistently promoted the webpage in its outreach efforts and presentations in Q4 2023. In 2024, the City will continue to include SB 329 and SB 222 along with other Fair Housing information in its outreach efforts.</p> <p>In Q4 2023, the City completed and posted an ADU application handout on the City's Housing Division webpage at: https://www.elsegundo.org/government/departments/community-development/housing-division.</p> <p>The handout contains a summary of ADU development standards, an application submittal checklist, and references to fair housing services, programs, and laws advertised on the City website and available to El Segundo's residents.</p> <p>In addition, a fair housing factsheet for ADU and SB 9 application packets will be completed in Q2 2025.</p>

Jurisdiction	El Segundo	
Reporting Period	2024	31)
Planning Period	6th Cycle	10/15/2021 - 10/15/2029

ANNUAL ELEMENT PROGRESS REPORT Housing Element Implementation

Note: "+" indicates an optional field
Cells in grey contain auto-calculation formulas

Table F

Units Rehabilitated, Preserved and Acquired for Alternative Adequate Sites pursuant to Government Code section 65583.1(c)

Please note this table is optional: The jurisdiction can use this table to report units that have been substantially rehabilitated, converted from non-affordable to affordable by acquisition, and preserved, including mobilehome park preservation, consistent with the standards set forth in Government Code section 65583.1, subdivision (c). Please note, motel, hotel, hostel rooms or other structures that are converted from non-residential to residential units pursuant to Government Code section 65583.1(c)(1)(D) are considered net-new housing units and must be reported in Table A2 and not reported in Table F.

Activity Type	Units that Do Not Count Towards RHNA ⁺ Listed for Informational Purposes Only				Units that Count Towards RHNA ⁺ Note - Because the statutory requirements severely limit what can be counted, please contact HCD at apr@hcd.ca.gov and we will unlock the form which enable you to populate these fields.			TOTAL UNITS ⁺	The description should adequately document how each unit complies with subsection (c) of Government Code Section 65583.1 ⁺ . For detailed reporting requirements, see the checklist here: https://www.hcd.ca.gov/community-development/docs/adequate-sites-checklist.pdf
	Extremely Low-Income ⁺	Very Low-Income ⁺	Low-Income ⁺	TOTAL UNITS ⁺	Extremely Low-Income ⁺	Very Low-Income ⁺	Low-Income ⁺		
Rehabilitation Activity									
Preservation of Units At-Risk									
Acquisition of Units									
Mobilehome Park Preservation									
Total Units by Income									

Jurisdiction	El Segundo	
Reporting Period	2024	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	10/15/2021 - 10/15/2029

ANNUAL ELEMENT PROGRESS REPORT

Table K
Tenant Preference Policy

Local governments are required to inform HCD about any local tenant preference ordinance the local government maintains when the jurisdiction submits their annual progress report on housing approvals and production, per Government Code 7061 (SB 649, 2022, Cortese). Effective January 1, 2023, local governments adopting a tenant preference are required to create a webpage on their internet website containing authorizing local ordinance and supporting materials, no more than 90 days after the ordinance becomes operational.

Does the Jurisdiction have a local tenant preference policy?	No	
If the jurisdiction has a local tenant preference policy, provide a link to the jurisdiction's webpage containing authorizing local ordinance and supporting materials.		
Notes		

Jurisdiction	El Segundo
Reporting Year	2024 (Jan. 1 - Dec. 31)

ANNUAL ELEMENT PROGRESS REPORT
Local Early Action Planning (LEAP) Reporting
 (CCR Title 25 §6202)

Please update the status of the proposed uses listed in the entity's application for funding and the corresponding impact on housing within the region or jurisdiction, as applicable, categorized based on the eligible uses specified in Section 50515.02 or 50515.03, as applicable.

Total Award Amount	\$ 65,000.00	Total award amount is auto-populated based on amounts entered in rows 15-26.
---------------------------	--------------	------------------------------------------------------------------------------

Task	\$ Amount Awarded	\$ Cumulative Reimbursement Requested	Task Status	Other Funding	Notes
Grant Application	\$6,500.00	\$6,500.00	Completed	None	
Project Management	\$13,500.00	\$20,000.00	Completed	None	
Project Kick-off, meetings, research	\$5,000.00	\$25,000.00	Completed	None	
Feasibility Analysis	\$18,000.00	\$40,218.75	Completed	None	
Community Engagement	\$5,000.00	\$0.00	Completed	None	
Policies and Recommendations	\$7,000.00	\$0.00	Completed	None	
Ordinance	\$5,000.00	\$0.00	Completed	None	
Adoption: Public Hearings	\$5,000.00	\$0.00	Completed	None	

Summary of entitlements, building permits, and certificates of occupancy (auto-populated from Table A2)

Completed Entitlement Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	0
	Non-Deed Restricted	0
Moderate	Deed Restricted	0
	Non-Deed Restricted	0
Above Moderate		0
Total Units		0

Building Permits Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	0
	Non-Deed Restricted	0
Moderate	Deed Restricted	0
	Non-Deed Restricted	0
Above Moderate		28
Total Units		28

Certificate of Occupancy Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	0
	Non-Deed Restricted	0
Moderate	Deed Restricted	0
	Non-Deed Restricted	0
Above Moderate		4
Total Units		4



City Council Agenda Statement

Meeting Date: March 4, 2025

Agenda Heading: Consent

Item Number: B.6

TITLE:

Second Amendment to Professional Services Agreement with Municipal Resources Group, LLC

RECOMMENDATION:

1. Authorize the City Manager to approve the Second Amendment to Agreement No. 6579 with Municipal Resource Group, LLC for an additional \$50,000 to increase the total contract authority to \$100,000, and to extend the contract expiration to December 31, 2026, for professional services for conflict resolution, mediation, coaching and mentoring services for various work groups and employees.
2. Alternatively, discuss and take other action related to this item.

FISCAL IMPACT:

Funding is already included in the adopted FY2024-25 budget.

BACKGROUND:

On January 1, 2023, the City entered into Agreement #6579 with Municipal Resource Group, LLC for conflict resolution, mediation, coaching and mentoring services for various work groups and employees. On July 17, 2024, the Agreement was amended to extend the term retroactively from December 31, 2023 through December 31, 2025.

DISCUSSION:

Staff recommends awarding a second amendment to the professional services agreement with Municipal Resource Group, LLC to extend the term of the contract to December 31, 2026, and to increase the total contract authority from \$50,000 to \$100,000. Services provided under this Agreement help support employee engagement through customized coaching, mentoring and leadership development for various work

Second Amendment to MRG Professional Services Agreement

March 4, 2025

Page 2 of 2

groups and departments.

CITY STRATEGIC PLAN COMPLIANCE:

Goal 4: Promote and Celebrate a Quality Workforce Through Teamwork and Organizational Excellence

Strategy A: Enhance staff recruitment, retention, and training to ensure delivery of unparalleled City services and implementation of City Council policies.

Strategy B: Improve organizational excellence by implementing processes and tools that facilitate data collection and analysis while promoting data-driven decision-making.

PREPARED BY:

Rebecca Redyk, Human Resources Director

REVIEWED BY:

Rebecca Redyk, Human Resources Director

APPROVED BY:

Barbara Voss, Deputy City Manager

ATTACHED SUPPORTING DOCUMENTS:

1. Second Amendment to Agreement No. 6579

**SECOND AMENDMENT TO
AGREEMENT NO. 6579 BETWEEN
THE CITY OF EL SEGUNDO AND
MUNICIPAL RESOURCE GROUP, LLC**

THIS SECOND AMENDMENT (“Amendment”) is made and entered into this 4th day of March 2025, by and between the CITY OF EL SEGUNDO, a municipal corporation and general law city (“CITY”), and MUNICIPAL RESOURCE GROUP, LLC, a California corporation (“CONSULTANT”). The parties agree as follows:

1. Pursuant to Section 34 to Agreement No. 6579 (“Agreement”), the term of the Agreement described in Section 7 is extended from December 31, 2025 to December 31, 2026.
2. Pursuant to Section 34 of the Agreement 6579, Section 1(C) is amended to increase the compensation payable by CITY to CONSULTANT by an additional \$50,000 for a total contract sum not to exceed \$100,000 for CONSULTANT’s additional services described in Section 4 below.
3. This Amendment may be executed in any number or counterparts, each of which will be an original, but all of which together constitutes one instrument executed on the same date. In accordance with Government Code § 16.5, the parties agree that this Amendment will be considered signed when the signature of a party is delivered by electronic transmission. Such electronic signature will be treated in all respects as having the same effect as an original signature.
4. Except as modified by this Amendment, all other terms and conditions of the Agreement remain the same.

[SIGNATURES ON NEXT PAGE]

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

CITY OF EL SEGUNDO

MUNICIPAL RESOURCE GROUP, LLC

Chris Pimentel,
Mayor

Mary Egan
CEO

ATTEST:

Susan Truax,
City Clerk

Tax ID Number

APPROVED AS TO FORM:

Joaquin Vazquez,
Assistant City Attorney



City Council Agenda Statement

Meeting Date: March 4, 2025

Agenda Heading: Consent

Item Number: B.7

TITLE:

Waiver of City Municipal Code Section 10-1-4(C) to Allow Alcohol at Library Park for the Gundo Comedy and BBQ Fest

RECOMMENDATION:

1. Approve request to waive City Municipal Code § 10-1-4(C) to allow alcohol at Library Park for the Gundo Comedy and BBQ Fest on Sunday, June 8, 2025.
2. Alternatively, discuss and take other action related to this item.

FISCAL IMPACT:

None.

BACKGROUND:

Gundo Comedy and BBQ Fest has requested to host a community barbecue event at Library Park on Sunday, June 8, 2025. This is the second year of the Gundo Comedy and BBQ Fest, though their first time requesting to utilize Library Park. The goal of the event is to foster community engagement and provide entertainment for local residents. The event will feature barbecue pit masters and is expected to attract approximately 1,200 attendees.

Gundo Comedy and BBQ Fest is requesting that City Municipal Code Section 10-1-4(C) be waived to allow alcohol at a park facility for this event. The event organizers would be subject to compliance with state Alcohol Beverage Commission regulations and would need to obtain a permit from the California Department of Alcohol Beverage Control (ABC).

DISCUSSION:

The Gundo Comedy and BBQ Fest is proposed to take place in Library Park. The event

Waiver of City Municipal Code Section 10-1-4(C) to Allow Alcohol at Library Park for the Gundo Comedy and BBQ Fest

March 4, 2025

Page 2 of 3

consists of a family-friendly atmosphere with appropriate activities for children and entertainment for all ages, such as cooking demonstrations, and much more. The park will have a designated event area for serving alcohol. Event organizers are committed to ensuring the safety and enjoyment of all attendees. There will be security personnel for on-site crowd management and safety, and alcohol will be monitored to ensure compliance with local laws. A plan for waste management will be implemented, including trash collection, recycling stations, and restrooms.

The event is scheduled from 11:00am to 5:00pm on Sunday, June 8th. Staff will continue to work with event organizers, John McCullough and Dave Williamson, on the logistics for the event.

The City Council has allowed alcohol at Library Park during the Concerts in the Park series and recently the El Segundo Kiwanis Club Chili Cookoff.

The El Segundo Municipal Code 10-1-4(C) prohibits the consumption or possession of intoxicating liquor on any street, sidewalk or parkway, park, playground, or in any public place, or in any place open to the patronage of the public, whose premises are not licensed for the consumption of liquor, which would include Library Park. The event organizers would have to comply with the required ABC permit for the event.

Staff have verified that there are no planned events for Library Park on June 8, 2025, that would conflict with this event.

CITY STRATEGIC PLAN COMPLIANCE:

Goal 5: Champion Economic Development and Fiscal Sustainability

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:

Linnea Palmer, Recreation Manager

REVIEWED BY:

Aly Mancini, Recreation, Parks and Library Director

APPROVED BY:

Barbara Voss, Deputy City Manager

ATTACHED SUPPORTING DOCUMENTS:

1. Gundo Comedy and BBQ Fest Event Map

**Waiver of City Municipal Code Section 10-1-4(C) to Allow Alcohol at Library Park
for the Gundo Comedy and BBQ Fest
March 4, 2025
Page 3 of 3**



EVENT MAP

JUNE 8th - LIBRARY PARK

Bathrooms

BBQ Tents

Bev Garden

LIVE DEMO

BBQ Tents

BBQ Tents

Smoker

BBQ

Sponsor Tents

Stage

MAIN STREET



City Council Agenda Statement

Meeting Date: March 4, 2025

Agenda Heading: Consent

Item Number: B.8

TITLE:

Notice of Completion for the Community Development Block Grant Project Americans with Disabilities Act Curb Ramp Installation Project No. PW 24-05 (CDBG Project 602708-23).

RECOMMENDATION:

1. Accept the Community Development Block Grant Project Americans with Disabilities Act Curb Ramp Installation Project No. PW 24-05, by CJ Concrete Construction, Inc. as complete.
2. Authorize the City Clerk to file a Notice of Completion with the County Recorder's Office.
3. Alternatively, discuss and take other action related to this item.

FISCAL IMPACT:

The project construction cost is \$238,401.

Included in Adopted FY 2024-25 Budget

Amount Budgeted: \$245,800

Additional Appropriation: No.

Account Numbers:

1. \$199,500 from 111-400-2781-8499 (CDBG Funding Capital Improvement Project)
2. \$46,300 from 127-400-0000-8384 (Measure M)

BACKGROUND:

Notice of Completion CDBG ADA Curb Ramp Installation

March 4, 2025

Page 2 of 2

On August 20, 2024, City Council awarded a construction contract to CJ Concrete Construction, Inc. in the amount of \$223,400 and approved a construction contingency amount of \$22,400 to install new or upgrade existing Americans with Disabilities Act (ADA) curb ramps to current standards at various intersections within the City.

DISCUSSION:

Construction began November 12 and was completed on December 12, 2024. A couple of change orders were issued for adjustments to curb ramps, sidewalk, and curb, as well as adding parkway sod installation. The project was completed within the budget and allowed time.

Staff respectfully recommends that Council accept the work performed by CJ Concrete Construction, Inc. for the Community Development Block Grant Project (CDBG) ADA Curb Ramp Installation Project, Project No. PW 24-05 and authorize the City Clerk to file a Notice of Completion with the County Recorder's office. Any unspent budgeted amount will return to the source of funding.

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 D: Improve mobility and transportation throughout the City.

PREPARED BY:

Floriza Rivera, Principal Civil Engineer

REVIEWED BY:

Elias Sassoon, Public Works Director

APPROVED BY:

Barbara Voss, Deputy City Manager

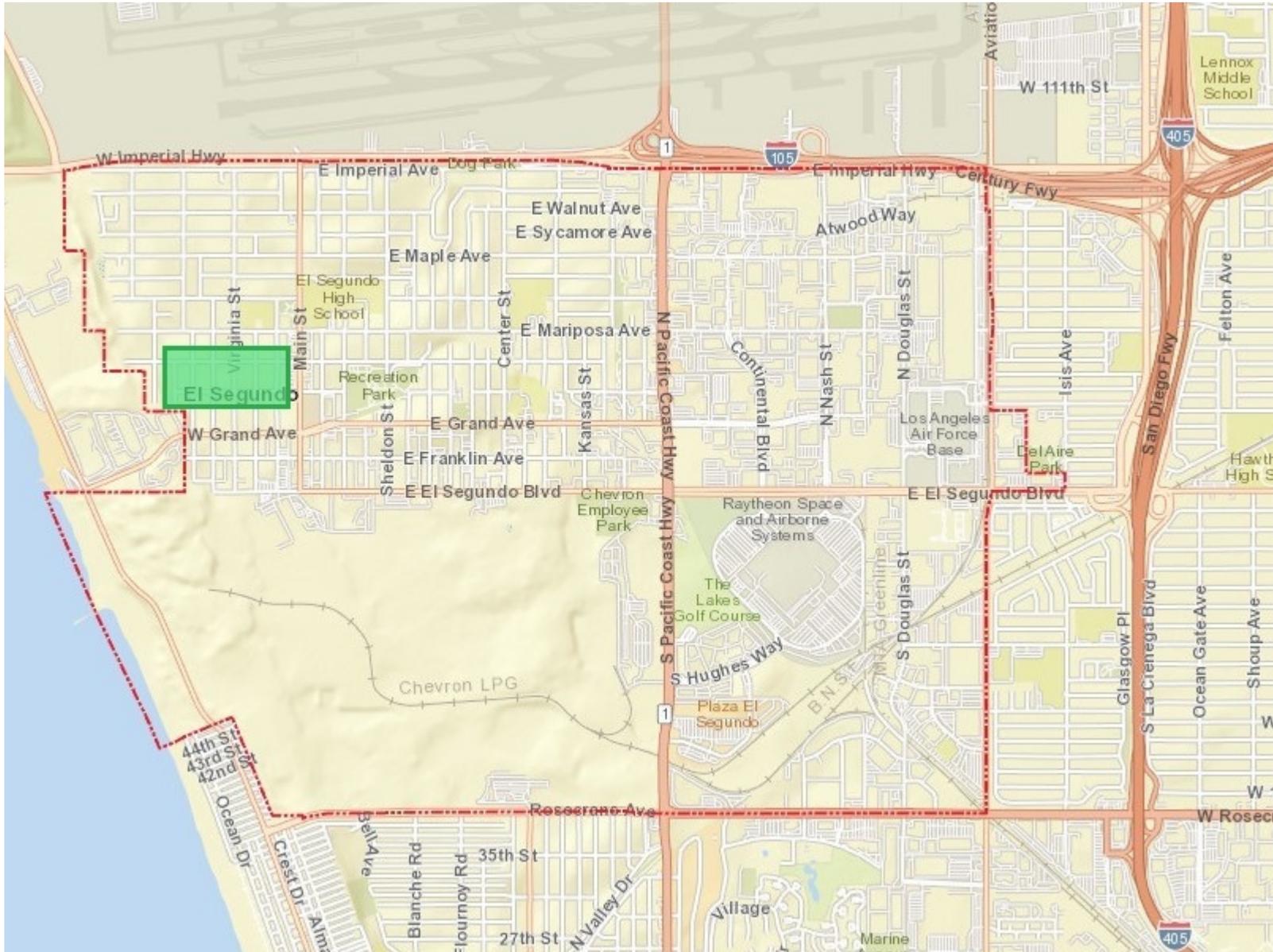
ATTACHED SUPPORTING DOCUMENTS:

1. 1 Vicinity Map PW 24-05
2. 2 Location Map PW 24-05
3. 3 Notice of Completion PW 24-05



Vicinity Map

PW 24-05: CDBG ADA Curb Ramp Installation Project



WGS_1984_Web_Mercator_Auxiliary_Sphere

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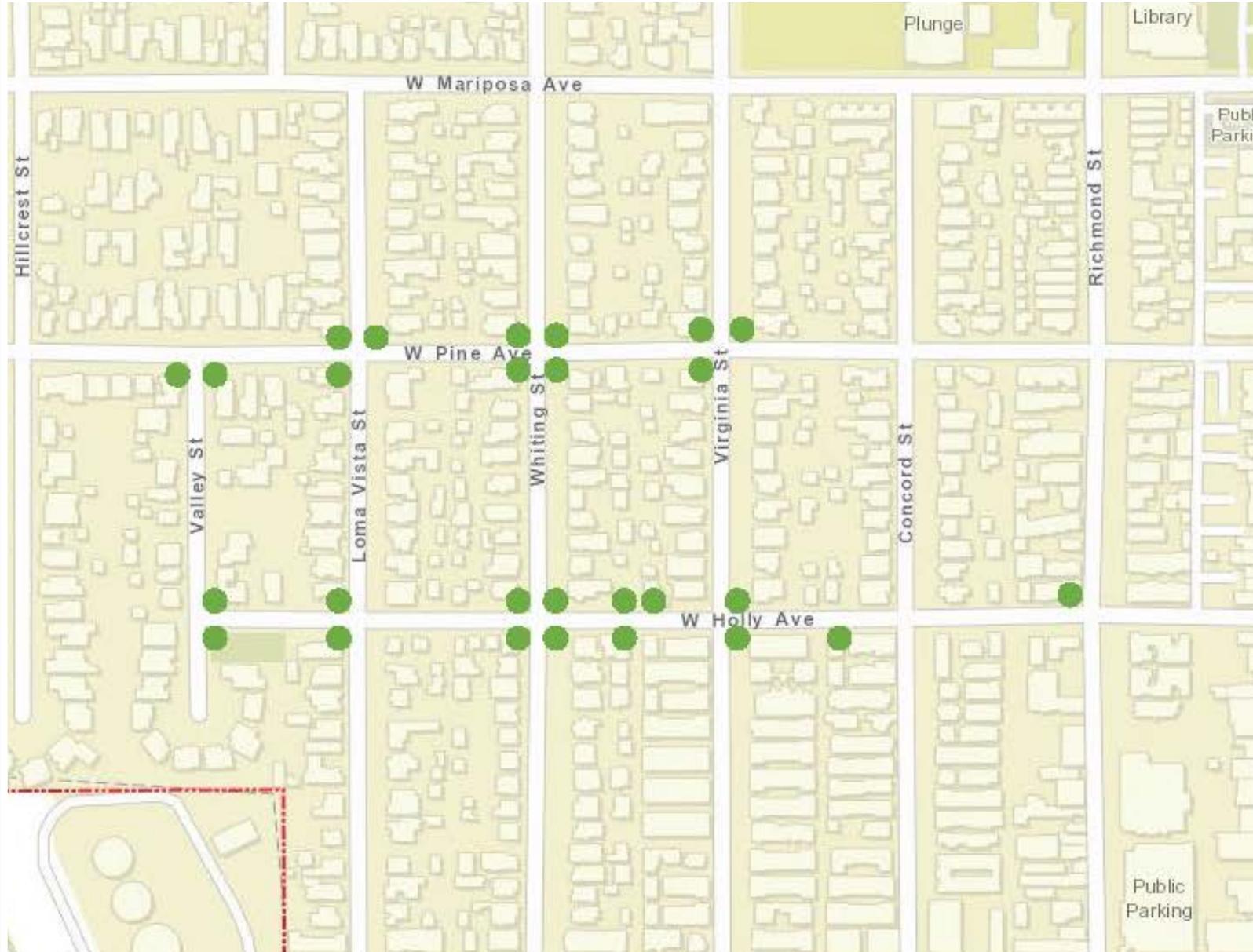
No Scale

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

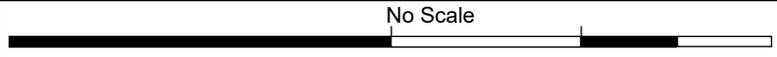
PW 24-05: CDBG ADA Curb Ramp Installation Project



Legend

- City Boundary
- New ADA Curb Ramp

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: Community Development Block Grant Project 602708-23: ADA Curb Ramp Installation

Project No. PW 24-05

Contract No. 7064

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 January 28, 2025. The work done was: Community Development Block Grant (CDBG) ADA Curb Ramp Installation Project, CDBG Project No. 602708-23.
6. On March 4, 2025, 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: CJ Concrete Construction, Inc.
8. The property on which said work of improvement was completed is in the City of El Segundo, County of Los Angeles, State of California, and is described as follows:
 - Various intersection and alley entrance corners along W. Pine Ave. and along W. Holly Ave., from Virginia St. to Valley St.
9. The street address of said property is: N/A.

City of El Segundo

Dated: _____, 2025

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 _____, 2025 at El Segundo, California.

City of El Segundo

Elias Sassoon
Public Works Director



City Council Agenda Statement

Meeting Date: March 4, 2025

Agenda Heading: Consent

Item Number: B.9

TITLE:

Second Reading of an Ordinance Amending El Segundo Municipal Code Chapter 5-2 to Establish a Franchise-Based Model for Solid Waste Management

RECOMMENDATION:

1. Waive the second reading and adopt an ordinance amending El Segundo Municipal Code Chapter 5-2 to establish a franchise-based model for solid waste management and finding that the ordinance is exempt from further environmental review under sections 15308 and 15061(b)(3) of the California Environmental Quality Act Guidelines.
2. Alternatively, discuss and take other action related to this item.

FISCAL IMPACT:

None.

BACKGROUND:

On February 18, 2025, the City Council introduced on first reading an ordinance amending Title 5, Chapter 2 of the El Segundo Municipal Code (ESMC) in order to transition from a permit-based system to a non-exclusive franchise model for providers of commercial/multi-family solid waste services in the City. In addition to the switch from a permit-based system to a non-exclusive franchise system, the ordinance also adds provisions allowing for the permitting of temporary roll-off/bin service providers throughout the city. Under the proposed ordinance, temporary roll-off/bin services could only be provided by a person/entity holding a valid permit.

DISCUSSION:

The Council may waive the second reading and adopt this ordinance. If the ordinance is adopted by the City Council at its March 4, 2025, meeting, the effective date of the ordinance will be April 3, 2025, which is 30 days from the adoption date.

Second Reading of an Ordinance Amending Title 5

March 4, 2025

Page 2 of 2

The proposed ordinance is exempt from review under the California Environmental Quality Act (CEQA) (Pub. Resources Code, § 21000 et seq.) pursuant to CEQA Guidelines § 15308 (Actions Taken for Protection of the Environment) because it consists only of modifications to the city's regulatory process for authorizing the provision of solid waste collection and transportation services and is being undertaken to ensure the highest possible quality of services and to ensure compliance with myriad state laws and regulations regarding the provision of such services. Furthermore, the ordinance is exempt from CEQA pursuant to section 15061(b)(3) of the Guidelines, because it consists only of regulatory changes with respect to how solid waste service providers may be authorized to provide services within the City, and, therefore, it can be seen with certainty that there is no possibility that the ordinance may have a significant effect on the environment.

CITY STRATEGIC PLAN COMPLIANCE:

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

Objective 1A: El Segundo provides unparalleled service to all customers.

Goal 2: Support Community Safety and Preparedness

Objective 2A: El Segundo is a safe and prepared community.

PREPARED BY:

Elias Sassoon, Public Works Director

REVIEWED BY:

Elias Sassoon, Public Works Director

APPROVED BY:

Barbara Voss, Deputy City Manager

ATTACHED SUPPORTING DOCUMENTS:

1. Ordinance Amending ESMC 5-2 (Commercial Solid Waste Franchising)
2. ESMC 5-2-6 5-2-14 and 5-2-15 Redline

ORDINANCE NO. ____

AN ORDINANCE AMENDING TITLE 5, CHAPTER 2 OF THE EL SEGUNDO MUNICIPAL CODE TO PROVIDE FOR THE FRANCHISING OF COMMERCIAL/MULTI-FAMILY SOLID WASTE, RECYCLABLES, AND ORGANICS COLLECTION AND TRANSPORTATION SERVICES, REMOVING PROVISIONS AUTHORIZING THE ISSUANCE OF COMMERCIAL/MULTI-FAMILY SOLID WASTE COLLECTION AND TRANSPORTATION PERMITS, AND ADDING PROVISIONS FOR THE PERMITTING OF TEMPORARY ROLL-OFF/BIN SERVICE PROVIDERS

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

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

A. The El Segundo Municipal Code (“ESMC”) authorizes the City Council to determine the methods by which the city manages and regulates the storage, collection, transportation, processing, and disposal of solid waste. The City Council may choose to regulate through contract, permit, franchise (exclusive or non-exclusive), or another method.

B. Currently, residential waste management services are provided pursuant to an exclusive franchise agreement. Commercial/multi-family waste management service providers, on the other hand, are authorized through a permitting system. At present, there are nine companies permitted to provide commercial waste management services to the approximately 610 retail/industrial accounts and 440 multi-family accounts in the city.

C. The ESMC currently requires the Public Works Director to issue a permit unless (i) the application is incomplete or inaccurate, (ii) the applicant has had a solid waste collection permit revoked within the prior 12 months, (iii) the applicant has failed to pay an outstanding fine, or (iv) the Public Works Director determines that a vehicle proposed to be used in the collection and transport of solid waste pursuant to the permit does not conform to the required minimum standards. Aside from relatively minimum vehicle standards (i.e., the vehicles must prominently display the name of the service provider and must be designed, constructed, and configured to safely and securely collect and transport solid waste), there are no substantive qualifications required to obtain a permit.

D. In recent years, state regulation of solid waste management has increased markedly. Failure to achieve and maintain compliance with applicable state laws and regulations can subject the city to significant fines and potentially result in adverse environmental consequences. Consequently, it is becoming increasingly important to ensure that solid waste service providers have the demonstrated ability and expertise necessary to ensure compliance with the myriad laws and regulations. For these reasons, the Council finds it is in the city’s best interest to transition from a permit-based

system to a franchise-based model that will allow for greater oversight and accountability. The franchise model allows the city to choose from among a range of service providers with established qualifications and expertise, while also affording the advantage of comprehensive franchise agreements that, among other things, detail the provider's duties and obligations, require insurance and indemnity guarantees recommended by the city's risk manager and the City Attorney, and spell out agreed-upon fine amounts (liquidated damages) for various violations or the failure to meet specified requirements.

E. In addition to the exclusive franchisee for residential solid waste and recycling services and the non-exclusive franchisees for commercial/multi-family solid waste and recycling services contemplated under this Ordinance, the City Council wishes to maintain a permitting system for qualified providers of temporary roll-off/bin services throughout the City.

SECTION 2: *Environmental Assessment.* Based on the findings in Section 1 and the evidence in the record as a whole, the City Council finds that the Ordinance is exempt from the California Environmental Quality Act ("CEQA") (Pub. Resources Code, § 21000 et seq.) pursuant to CEQA Guidelines § 15308 (Actions Taken for Protection of the Environment) because it consists only of modifications to the city's regulatory process for authorizing the provision of solid waste collection and transportation services and is being undertaken to ensure the highest possible quality of services and to ensure compliance with myriad state laws and regulations regarding the provision of such services. Furthermore, the Ordinance is exempt from CEQA pursuant to section 15061(b)(3) of the Guidelines, because it consists only of regulatory changes with respect to how solid waste service providers may be authorized to provide services within the city, and, therefore, it can be seen with certainty that there is no possibility that the Ordinance may have a significant effect on the environment.

SECTION 3: Section 5-2-1 (Definitions) of the ESMC is amended to add the following definitions thereto:

"BIN: A metal container commonly referred to as a dumpster that is usually one to four cubic yards in size and often equipped with a lid."

"ROLL-OFF: An open-top metal container with a container capacity up to 40 cubic yards, which is designed to be pulled onto a roll-off vehicle. Roll-offs are also sometimes known and referred to as roll-off boxes, drop boxes, or debris boxes."

"TEMPORARY ROLL-OFF/BIN SERVICE: A temporary service provided for the purpose of collecting construction and demolition debris and other waste generated during temporary project activities including construction, demolition, and/or clean-up services. Temporary roll-off/bin service may be provided in connection with other temporary project activities only with the prior permission of the Public Works Director."

SECTION 4: Subsection (A) of ESMC section 5-2-3 (Solid Waste Collection; Collection and Processing of Organics and Recyclables—Residential) is amended to read as follows:

“A. Mandatory Arrangements for Collection and Removal: The owner or occupant of each residential premises is required to contract with the City’s franchisee for the regular removal of all solid waste, organics, and recyclables accumulated on such premises and must pay for such removal at the rates established by the City Council. In the event the owner elects to have the occupant of its premises take responsibility for contracting with the franchisee for collection service and the occupant fails to make arrangements for collection or fails to pay for collection services provided by the franchisee, the responsibility to contract and pay for collection services shall become the owner’s responsibility. No owner or occupant of a residential premises shall employ another, other than the franchisee, for the regular collection of solid waste, organics or recyclables generated on the residential premises. No owner or occupant of a residential premises shall enter into any agreement whatsoever for the provision of temporary roll-off/bin service by a person that is not the holder of a valid temporary roll-off/bin service permit issued by the City. No owner or occupant of a residential premises may employ a temporary roll-off/bin service permittee for the regular collection of solid waste, organics, or recyclables. For purposes of this section, “residential premises” refers to one- and two-family dwelling units. If a property contains both commercial and residential premises, the owner or occupant of the residential component of the premises must independently contract with the franchisee for the collection and removal of solid waste, organics, and recyclables in accordance with this chapter.”

SECTION 5: Subsection (A) of ESMC section 5-2-6 (Unlawful Collection) is hereby amended to read as follows:

“A. Except as expressly provided in this section, it is unlawful for any person to collect or transport solid waste, recyclables, or organics within the City unless such person is a franchisee or holds a valid temporary roll-off/bin service permit issued by the City. If recyclables are hauled by other than the franchisee, the City may require the generator to provide an affidavit demonstrating that no additional fees relating to the collection of recyclables have been charged.”

SECTION 6: Subsection (B) of ESMC section 5-2-6 (Unlawful Collection) is hereby amended to read as follows:

“B. Unless the collection and transportation are exempted under this section, it is unlawful for any person to permit, allow or enter into any agreement whatsoever for the regular collection or transportation of solid waste, organics or recyclables with any person who is not a City franchisee. Furthermore, it is unlawful for any person to permit, allow or enter into any agreement whatsoever for the provision of temporary roll-off/bin services by a person that is not the holder of a valid temporary roll-off/bin service permit issued by the City.”

SECTION 7: ESMC section 5-2-14 is hereby amended in its entirety to read as follows:

“5-2-14: SOLID WASTE COLLECTION; COLLECTION AND PROCESSING OF ORGANICS AND RECYCLABLES - COMMERCIAL AND MULTI-FAMILY:

A. Mandatory Arrangements for Collection and Removal: The owner or occupant of each commercial and multi-family premises is required to make arrangements for the regular removal of all solid waste, organics, and recyclables accumulated on such premises. Effective April 1, 2025, no owner or occupant of a commercial or multi-family premises shall employ another, other than a City franchisee, to collect solid waste, organics or recyclables generated on the premises. No owner or occupant of a commercial or multi-family premises may employ a temporary roll-off/bin service permittee for the regular collection of solid waste, organics, or recyclables. For purposes of this section, "multi-family premises" refers to a building containing three or more dwelling units designed or arranged for occupancy by three or more households living independently in which they may or may not share common entrances and/or other spaces. If a property contains both commercial and multi-family residential premises, the owners or occupants of the residential component of the premises must independently contract with a franchisee for the regular collection and removal of solid waste, organics, and recyclables in accordance with this chapter.

B. Mandatory Arrangements for Bulky Item Pickup—Multi-Family Premises: The owner, manager, or association in charge of each multi-family premises is required to make arrangements for the pickup, on an as-needed basis, of bulky items that are discarded on the premises. Said arrangements must be made with a City franchisee and within one business day of the bulky item(s) having been discarded/abandoned on the premises.”

SECTION 8: ESMC section 5-2-15 is hereby amended in its entirety to read as follows:

“5-2-15: COMMERCIAL AND MULTI-FAMILY SOLID WASTE COLLECTION AND TRANSPORTATION SERVICES:

A. Franchise Required: Effective April 1, 2025, no person shall collect solid waste from any commercial or multi-family premises in the City and transport it over the public streets or highways unless such person is a City franchisee, the holder of a valid temporary roll-off/bin service permit issued by the City, or an exemption set forth in this section applies. For purposes of this section, and unless otherwise specified, "multi-family premises" refers to a building containing three or more dwelling units designed or arranged for occupancy by three or more households living independently in which they may or may not share common entrances and/or other spaces.

B. Exemptions: The requirement to obtain a franchise or temporary roll-off/bin service permit under this section does not apply to any of the following:

1. The collection and transport of solid waste by the owner or occupant of the real property where the solid waste was generated.

2. The collection and transport of solid waste that is generated on real property in the course of a service provided to the owner or tenant of that property by a building contractor or landscape contractor, if the solid waste is collected and transported by the contractor.

3. The collection and transport of solid waste under a valid Federal or State permit if the Federal or State permit requirement preempts the franchise or temporary roll-off/bin service permit requirement under this section.

4. The collection and transport of solid waste generated at a publicly operated wastewater treatment facility.

5. Disposal of large, bulky or heavy items that are not a byproduct of materials generated by a business or tenant or are not customarily part of the property's solid waste generation.

C. Vehicle Inspections; Standards:

1. All vehicles proposed to be used for collection and transport of solid waste pursuant to a City franchise or a City-issued temporary roll-off/bin service permit must be made available for inspection by the Public Works Director or his/her designee at a location within the City determined by the Public Works Director. The vehicle must be made available for inspection within two business days of the inspection request and at a location designated by the Public Works Director.

2. All vehicles proposed to be used for collection and transport of solid waste pursuant to the franchise or the temporary roll-off/bin service permit must comply with the following minimum standards:

a. The vehicle must be designed, constructed, and configured for safe handling and to securely contain the type of solid waste proposed to be collected; and

b. The vehicle must be prominently marked with the name and telephone number of the franchisee/permittee.

D. Temporary Roll-Off/Bin Service Permits—Application: A person may apply for a temporary roll-off/bin service permit by submitting an application to the Public Works Department and paying an application fee established by resolution of the City Council. The application must be made using a form approved by the Public Works Director and include all of the following:

1. The full legal name, address and telephone number(s) of the applicant. If the applicant is a sole proprietor who will operate under a fictitious business name, the applicant must provide a copy of a valid fictitious business name statement for the business. If the applicant is a business entity, the applicant must provide written documentation that the entity may lawfully conduct business in the City.

2. Identification of all vehicles proposed to be used in the collection and transport of solid waste under the permit, including legible copies of valid California registration cards for each vehicle. The Public Works Director may require inspection of any such vehicles prior to issuing a permit or at any time during the life of the permit.

3. Proof of possession of a valid motor carrier identification number in good standing issued under California Vehicle Code section 34507.5, if applicable.

4. Identification of the facilities to which the collected waste will be transported.

E. Issuance of Temporary Roll-Off/Bin Service Permit; Grounds for Denial:

1. After receipt of an application, payment of a permit fee established by the City Council by resolution, and a valid certificate of liability insurance issued to the applicant that conforms to the coverage requirement set forth in this section, the Public Works Director shall issue a temporary roll-off/bin service permit to the applicant unless any of the following grounds for denial exists:

a. The application is incomplete or inaccurate.

b. A permit issued to the applicant under this section has been revoked within 12 months prior to the date of application.

c. The applicant has failed to pay an outstanding fine.

d. The Public Works Director determines that a vehicle proposed to be used in the collection and transport of solid waste pursuant to the permit does not conform to the minimum standards set forth in this section.

2. The Public Works Director shall provide written notice to the applicant of any denial of a permit under this section and the reasons for the denial.

3. A permit issued pursuant to this section will include, without limitation:

a. The name of the permittee.

b. A list of all vehicles, by license plates and vehicle identification numbers, that may be used pursuant to the permit.

c. The effective and expiration dates of the permit. Each permit will be issued for a 12-month period and may be renewed annually provided there are no grounds for denial pursuant to this section.

F. Permit Conditions; Responsibilities of Permittees: The following conditions/responsibilities apply to all temporary roll-off/bin service permittees:

1. The permittee must comply with all applicable laws and regulations.

2. A copy of the permit must be kept in each vehicle used for solid waste collection and transportation under the permit and produced upon request by any peace officer.

3. Each motorized vehicle used for solid waste collection or transportation under the permit must be marked with the name and telephone number of the permittee. Markings must be in sharp contrast to the background and of such size as to be readily visible during daylight hours from a distance of 50 feet. Markings must be applied to each sidewall of the motorized vehicle.

4. Each vehicle used for solid waste collection or transportation under the permit must be regularly maintained and cleaned. Each vehicle must be made available for inspection by the Public Works Director or his/her designee at a location within the City. The vehicle must be made available for inspection within two business days of the inspection request.

5. Each vehicle used for solid waste collection and transportation under the permit must carry proof of liability insurance coverage in the amounts required by this section.

6. Each bin or roll-off that is used by the permittee in the course of operations under the permit must be marked with the name and telephone number of the permittee. All bins and roll-offs must be maintained in a clean and safe condition.

7. The permittee must bill each customer directly for all services provided.

8. A permittee may not place any portion of a roll-off or bin within any portion of any public right-of-way unless an encroachment permit has been issued by the City to the customer or to the permittee authorizing placement of the roll-off or bin within the right-of-way.

9. Permittee must ensure that a minimum of 65% of non-hazardous construction and demolition debris collected must be recycled, reused, or salvaged for reuse in accordance with SB 1383 and its implementing regulations. Any waste collected that is not construction and demolition debris is subject to the minimum diversion requirements set forth in this Code and state law, whichever is stricter.

10. A permittee may provide temporary roll-off/bin service only for the following temporary, project-type activities: construction, demolition, and/or clean-up. A permittee may not provide temporary roll-off/bin service to any customer for any other purpose without the prior approval of the Public Works Director or his/her designee.

11. All waste collected by the permittee must be hauled by permittee to a state- or county-certified facility that is not on the City's list of prohibited facilities. The most current list of prohibited facilities may be obtained from the Public Works Director.

12. The permittee must maintain, on a rolling basis, original records showing, for the immediately preceding 12 months, the type and weight of all solid waste

collected (categorized by project type as represented by the customer—i.e., construction, demolition, and/or clean-up), the location where each load of waste was collected, the final destination of each load collected (name of certified facility), and the quantity of collected waste (by weight and percentage) that has been diverted from landfills. Copies of these records must be submitted to the Public Works Director upon request.

13. The permittee must submit quarterly reports to the Public Works Director stating the total number of customers serviced, categorized by project type (construction, demolition, and/or clean-up); the customer list of premises/businesses from which waste was collected; the level of service provided to each customer, including type and weight of solid waste collected, the number and size of containers used, the frequency of service (number of times the container was serviced during the temporary project), the final destination of each container of waste collected, and the quantity of collected waste (by weight and percentage) that has been diverted from landfills. All such reports must be submitted on a form approved by the Public Works Director.

G. Insurance Requirements: At all times while doing business in the City, each permittee must have and maintain commercial general liability insurance with coverage at least as broad as Insurance Services Offices form CG 00 01 and with limits no less than one million dollars (\$1,000,000.00) per occurrence and one million dollars (\$1,000,000.00) in the aggregate. Prior to providing any temporary roll-off/bin services in the City, Permittee must provide certificates and required endorsements to the City as evidence of the insurance coverage required herein. The City of El Segundo, its elected and appointed officers, officials, agents, employees, and volunteers must be listed as additionally insured. Permittee's insurance coverage must be primary insurance and/or primary source of recovery with respect to City, its elected and appointed officers, agents, officials, employees, and volunteers with respect to all claims, losses or liability arising directly or indirectly from the Permittee's operations or services provided in the City.

H. Revocation:

1. Grounds For Revocation: A permit issued pursuant to this section may be revoked by the Public Works Director in accordance with the procedures set forth herein if the Public Works Director determines that:

a. The permittee has failed to comply with a term or condition of operation under the permit;

b. The permittee's conduct under the permit constitutes a nuisance; or

c. During the permit period, the permittee collected and transported solid waste that another person had an exclusive right or privilege to collect and transport pursuant to a valid franchise agreement.

2. Notice: The Public Works Director will provide written notice of intent to revoke a permit to the permittee at the address provided on the permittee's

application. The notice will state all applicable grounds for the revocation and the permittee's right to a hearing under this section.

3. Hearing: Within 15 calendar days after the date of the notice of intent to revoke, the permittee may request a hearing before the Public Works Director by completing and submitting a written hearing request form. The hearing will be set for a date no sooner than 20 days and no later than 45 days following the date of the written request for hearing.

4. Effective Date: If no hearing is timely requested, the revocation is effective 15 days after the date of the notice of intent to revoke. If a hearing is held, the Public Works Director shall issue a written decision within ten days of the hearing. Notice of the written decision shall be provided to the permittee by regular mail at the address indicated on the permit and the notice shall be effective two business days after it is deposited in the United States mail. The decision of the Public Works Director will become effective when the time to appeal to the City Council expires, unless an appeal to the City Council is timely filed.

5. Appeal of Revocation to the City Council: Any permittee whose permit is revoked under this section shall have the right, within ten calendar days after notice of the Public Works Director's decision is provided, to file a written appeal to the City Council. Any such appeal must be made on a form provided by the Public Works Director and must set forth the specific ground or grounds on which it is based. The City Council shall hold a hearing on the appeal within 45 days after its receipt by the City, or at a time thereafter agreed upon, and shall cause the appellant to be given at least ten days' written notice of such hearing. At the hearing, the appellant or its authorized representative will have the right to present evidence and a written or oral argument, or both, in support of its appeal. The determination of the City Council on the appeal shall be final.

J. Prohibitions:

1. No person shall engage the service of a person for compensation to collect solid waste from any commercial or multi-family premises in the City and transport it over a public street or highway in the City unless the person whose service is engaged is a City franchisee, holds a valid temporary roll-off/bin service permit issued by the City, or is exempt from the permit requirement.

2. Unless specifically exempt from both the franchise and temporary roll-off/bin service permit requirements pursuant to this section, no person shall collect solid waste from any commercial or multi-family premises in the City and transport it over a public street or highway in the City without a City franchise or temporary roll-off/bin service permit.

3. No person subject to the franchise or temporary roll-off/bin service permit requirement in this section shall transport solid waste to any location other than:

a. A solid waste facility that is lawfully operated under all required State and local permits, registrations, and enforcement agency notifications;

b. A recycling facility that, as its principal function, receives wastes that have already been separated for recycling and are not intended for disposal, and is lawfully operated in accordance with all applicable laws and regulations; or

c. An organics recycling facility that is lawfully operated in accordance with all applicable laws and regulations.”

SECTION 9: *Electronic Signatures.* This Ordinance may be executed with electronic signatures in accordance with Government Code § 16.5. Such electronic signatures will be treated in all respects as having the same effect as an original signature.

SECTION 10: *Construction.* This Ordinance must be broadly construed to achieve the purposes stated in this Ordinance. It is the City Council’s intent that the provisions of this Ordinance be interpreted or implemented by the City and others in a manner that facilitates the purposes set forth in this Ordinance.

SECTION 11: *Severability.* If any part of this Ordinance or its application is deemed invalid by a court of competent jurisdiction, the City Council intends that such invalidity will not affect the effectiveness of the remaining provisions or applications and, to this end, the provisions of this Ordinance are severable.

SECTION 12: *Effect of Repeal.* Repeal of any provision of the El Segundo Municipal Code does not affect any penalty, forfeiture, or liability incurred before, or preclude prosecution and imposition of penalties for any violation occurring before this Ordinance’s effective date. Any such repealed part will remain in full force and effect for sustaining action or prosecuting violations occurring before the effective date of this Ordinance.

SECTION 13: *Recordation.* The City Clerk, or designee, is directed to certify the passage and adoption of this Ordinance; cause it to be entered into the City of El Segundo’s book of original ordinances; make a note of the passage and adoption in the records of this meeting; and, within 15 days after the passage and adoption of this Ordinance, cause it to be published or posted in accordance with California law.

SECTION 14: *Effective Date.* This Ordinance will become effective 30 days following its passage and adoption.

PASSED AND ADOPTED this _____ day of _____, 2025.

Chris Pimentel, Mayor

APPROVED AS TO FORM:

Mark D. Hensley, City Attorney

ATTEST:

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

I, Susan Truax, City Clerk of the City of El Segundo, California, do hereby certify that the whole number of members of the City Council of said City is five; that the foregoing Ordinance No. _____ was duly introduced by said City Council at a regular meeting held on the _____ day of _____, 2025, and was duly passed and adopted by said City Council, approved and signed by the Mayor, and attested to by the City Clerk, all at a regular meeting of said Council held on the _____ day of _____, 2025, and the same was so passed and adopted by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Susan Truax, City Clerk

5-2-1: DEFINITIONS:

[Add:] BIN: A metal container commonly referred to as a dumpster that is usually one to four cubic yards in size and often equipped with a lid.

[Add:] ROLL-OFF: An open-top metal container with a container capacity up to 40 cubic yards, which is designed to be pulled onto a roll-off vehicle. Roll-offs are also sometimes known and referred to as roll-off boxes, drop boxes, or debris boxes.

[Add:] TEMPORARY ROLL-OFF/BIN SERVICE: A temporary service provided for the purpose of collecting construction and demolition debris and other waste generated during temporary project activities including construction, demolition, and/or clean-up services. Temporary roll-off/bin service may be provided in connection with other temporary project activities only with the prior permission of the Public Works Director.

5-2-3: SOLID WASTE COLLECTION;COLLECTION AND PROCESSING OF ORGANICS AND RECYCLABLES – RESIDENTIAL:

A. Mandatory Arrangements for Collection and Removal: The owner or occupant of each residential premises is required to contract with the City's franchisee for the regular removal of all solid waste, organics, and recyclables accumulated on such premises and must pay for such removal at the rates established by the City Council. In the event the owner elects to have the occupant of its premises take responsibility for contracting with the franchisee for collection service and the occupant fails to make arrangements for collection or fails to pay for collection services provided by the franchisee, the responsibility to contract and pay for collection services shall become the owner's responsibility. No owner or occupant of a residential premises shall employ another, other than the franchisee, for the regular collection of solid waste, organics or recyclables generated on the residential premises. No owner or occupant of a residential premises shall enter into any agreement whatsoever for the provision of temporary roll-off/bin service by a person that is not the holder of a valid temporary roll-off/bin service permit issued by the City. No owner or occupant of a residential premises may employ a temporary roll-off/bin service permittee for the regular collection of solid waste, organics, or recyclables. For purposes of this section, "residential premises" refers to one- and two-family dwelling units. If a property contains both commercial and residential premises, the owner or occupant of the residential component of the premises must independently contract with the franchisee for the collection and removal of solid waste, organics, and recyclables in accordance with this chapter.

5-2-6: UNLAWFUL COLLECTION:

A. Except as expressly provided in this section, it is unlawful for any person to collect or transport solid waste, recyclables, or organics within the City unless such person is a franchisee or holds a valid temporary roll-off/bin service permit issued by the City. If

recyclables are hauled by other than the franchisee or a permittee, the City may require the generator to provide an affidavit demonstrating that no additional fees relating to the collection of recyclables have been charged.

B. Unless the collection and transportation are exempted under this section, it is unlawful for any person to permit, allow or enter into any agreement whatsoever for the regular collection or transportation of solid waste, organics or recyclables with any person who is not a City franchisee. Furthermore, it is unlawful for any person to permit, allow or enter into any agreement whatsoever for the provision of temporary roll-off/bin services by a person that is not the holder of a valid temporary roll-off/bin service permit issued by the City.

[Subsection C is not being amended]

5-2-14: SOLID WASTE COLLECTION; COLLECTION AND PROCESSING OF ORGANICS AND RECYCLABLES - COMMERCIAL AND MULTI-FAMILY:

A. Mandatory Arrangements for Collection and Removal: The owner or occupant of each commercial and multi-family premises is required to make arrangements for the regular removal of all solid waste, organics, and recyclables accumulated on such premises. Effective April 1, 2025, no owner or occupant of a commercial or multi-family premises shall employ another, other than a City franchisee, to collect solid waste, organics or recyclables generated on the premises. No owner or occupant of a commercial or multi-family premises may employ a temporary roll-off/bin service permittee for the regular collection of solid waste, organics, or recyclables. For purposes of this section, "multi-family premises" refers to a building containing three or more dwelling units designed or arranged for occupancy by three or more households living independently in which they may or may not share common entrances and/or other spaces. If a property contains both commercial and multi-family residential premises, the owners or occupants of the residential component of the premises must independently contract with a franchisee for the regular collection and removal of solid waste, organics, and recyclables in accordance with this chapter.

B. Mandatory Arrangements for Bulky Item Pickup-Multi-Family Premises: The owner, manager, or association in charge of each multi-family premises is required to make arrangements for the pickup, on an as-needed basis, of bulky items that are discarded on the premises. Said arrangements must be made with a City franchisee and within one business day of the bulky item(s) having been discarded/abandoned on the premises.

5-2-15: COMMERCIAL AND MULTI-FAMILY SOLID WASTE COLLECTION AND TRANSPORTATION SERVICES:

A. Franchise Required: Effective April 1, 2025, no person shall collect solid waste from any commercial or multi-family premises in the City and transport it over the public streets or highways unless such person is a City franchisee, the holder of a valid temporary roll-

off/bin service permit issued by the City, or an exemption set forth in this section applies. For purposes of this section, and unless otherwise specified, "multi-family premises" refers to a building containing three or more dwelling units designed or arranged for occupancy by three or more households living independently in which they may or may not share common entrances and/or other spaces.

B. Exemptions: The requirement to obtain a franchise or temporary roll-off/bin service permit under this section does not apply to any of the following:

1. The collection and transport of solid waste by the owner or occupant of the real property where the solid waste was generated.
2. The collection and transport of solid waste that is generated on real property in the course of a service provided to the owner or tenant of that property by a building contractor or landscape contractor, if the solid waste is collected and transported by the contractor.
3. The collection and transport of solid waste under a valid Federal or State permit if the Federal or State permit requirement preempts the franchise or temporary roll-off/bin service permit requirement under this section.
4. The collection and transport of solid waste generated at a publicly operated wastewater treatment facility.
5. Disposal of large, bulky or heavy items that are not a byproduct of materials generated by a business or tenant or are not customarily part of the property's solid waste generation.

C. Vehicle Inspections; Standards:

1. All vehicles proposed to be used for collection and transport of solid waste pursuant to a City franchise or a City-issued temporary roll-off/bin service permit must be made available for inspection by the Public Works Director or his/her designee at a location within the City determined by the Public Works Director. The vehicle must be made available for inspection within two business days of the inspection request and at a location designated by the Public Works Director.
2. All vehicles proposed to be used for collection and transport of solid waste pursuant to the franchise or the temporary roll-off/bin service permit must comply with the following minimum standards:
 - a. The vehicle must be designed, constructed, and configured for safe handling and to securely contain the type of solid waste proposed to be collected; and

b. The vehicle must be prominently marked with the name and telephone number of the franchisee/permittee.

D. Temporary Roll-Off/Bin Service Permits—Application: A person may apply for a temporary roll-off/bin service permit by submitting an application to the Public Works Department and paying an application fee established by resolution of the City Council. The application must be made using a form approved by the Public Works Director and include all of the following:

1. The full legal name, address and telephone number(s) of the applicant. If the applicant is a sole proprietor who will operate under a fictitious business name, the applicant must provide a copy of a valid fictitious business name statement for the business. If the applicant is a business entity, the applicant must provide written documentation that the entity may lawfully conduct business in the City.

2. Identification of all vehicles proposed to be used in the collection and transport of solid waste under the permit, including legible copies of valid California registration cards for each vehicle. The Public Works Director may require inspection of any such vehicles prior to issuing a permit or at any time during the life of the permit.

3. Proof of possession of a valid motor carrier identification number in good standing issued under California Vehicle Code section 34507.5, if applicable.

4. Identification of the facilities to which the collected waste will be transported.

E. Issuance of Temporary Roll-Off/Bin Service Permit; Grounds for Denial:

1. After receipt of an application, payment of a permit fee established by the City Council by resolution, and a valid certificate of liability insurance issued to the applicant that conforms to the coverage requirement set forth in this section, the Public Works Director shall issue a temporary roll-off/bin service permit to the applicant unless any of the following grounds for denial exists:

a. The application is incomplete or inaccurate.

b. A permit issued to the applicant under this section has been revoked within 12 months prior to the date of application.

c. The applicant has failed to pay an outstanding fine.

d. The Public Works Director determines that a vehicle proposed to be used in the collection and transport of solid waste pursuant to the permit does not conform to the minimum standards set forth in this section.

2. The Public Works Director shall provide written notice to the applicant of any denial of a permit under this section and the reasons for the denial.

3. A permit issued pursuant to this section will include, without limitation:
 - a. The name of the permittee.
 - b. A list of all vehicles, by license plates and vehicle identification numbers, that may be used pursuant to the permit.
 - c. The effective and expiration dates of the permit. Each permit will be issued for a 12-month period and may be renewed annually provided there are no grounds for denial pursuant to this section.

F. Permit Conditions; Responsibilities of Permittees: The following conditions/responsibilities apply to all temporary roll-off/bin service permittees:

1. The permittee must comply with all applicable laws and regulations.
2. A copy of the permit must be kept in each vehicle used for solid waste collection and transportation under the permit and produced upon request by any peace officer.
3. Each motorized vehicle used for solid waste collection or transportation under the permit must be marked with the name and telephone number of the permittee. Markings must be in sharp contrast to the background and of such size as to be readily visible during daylight hours from a distance of 50 feet. Markings must be applied to each sidewall of the motorized vehicle.
4. Each vehicle used for solid waste collection or transportation under the permit must be regularly maintained and cleaned. Each vehicle must be made available for inspection by the Public Works Director or his/her designee at a location within the City. The vehicle must be made available for inspection within two business days of the inspection request.
5. Each vehicle used for solid waste collection and transportation under the permit must carry proof of liability insurance coverage in the amounts required by this section.
6. Each bin or roll-off that is used by the permittee in the course of operations under the permit must be marked with the name and telephone number of the permittee. All bins and roll-offs must be maintained in a clean and safe condition.
7. The permittee must bill each customer directly for all services provided.
8. A permittee may not place any portion of a roll-off or bin within any portion of any public right-of-way unless an encroachment permit has been issued by the City to the customer or to the permittee authorizing placement of the roll-off or bin within the right-of-way.
9. Permittee must ensure that a minimum of 65% of non-hazardous construction and demolition debris collected must be recycled, reused, or salvaged for reuse in accordance with SB 1383 and its implementing regulations. Any waste collected that is not construction and demolition debris is subject to the minimum diversion requirements set forth in this Code and state law, whichever is stricter.

10. A permittee may provide temporary roll-off/bin service only for the following temporary, project-type activities: construction, demolition, and/or clean-up. A permittee may not provide temporary roll-off/bin service to any customer for any other purpose without the prior approval of the Public Works Director or his/her designee.

11. All waste collected by the permittee must be hauled by permittee to a state- or county-certified facility that is not on the City's list of prohibited facilities. The most current list of prohibited facilities may be obtained from the Public Works Director.

12. The permittee must maintain, on a rolling basis, original records showing, for the immediately preceding 12 months, the type and weight of all solid waste collected (categorized by project type as represented by the customer—i.e., construction, demolition, and/or clean-up), the location where each load of waste was collected, the final destination of each load collected (name of certified facility), and the quantity of collected waste (by weight and percentage) that has been diverted from landfills. Copies of these records must be submitted to the Public Works Director upon request.

13. The permittee must submit quarterly reports to the Public Works Director stating the total number of customers serviced, categorized by project type (construction, demolition, and/or clean-up); the customer list of premises/businesses from which waste was collected; the level of service provided to each customer, including type and weight of solid waste collected, the number and size of containers used, the frequency of service (number of times the container was serviced during the temporary project), the final destination of each container of waste collected, and the quantity of collected waste (by weight and percentage) that has been diverted from landfills. All such reports must be submitted on a form approved by the Public Works Director.

G. Insurance Requirements: At all times while doing business in the City, each permittee must have and maintain commercial general liability insurance with coverage at least as broad as Insurance Services Offices form CG 00 01 and with limits no less than one million dollars (\$1,000,000.00) per occurrence and one million dollars (\$1,000,000.00) in the aggregate. Prior to providing any temporary roll-off/bin services in the City, Permittee must provide certificates and required endorsements to the City as evidence of the insurance coverage required herein. The City of El Segundo, its elected and appointed officers, officials, agents, employees, and volunteers must be listed as additionally insured. Permittee's insurance coverage must be primary insurance and/or primary source of recovery with respect to City, its elected and appointed officers, agents, officials, employees, and volunteers with respect to all claims, losses or liability arising directly or indirectly from the Permittee's operations or services provided in the City.

H. Revocation:

1. Grounds For Revocation: A permit issued pursuant to this section may be revoked by the Public Works Director in accordance with the procedures set forth herein if the Public Works Director determines that:

- a. The permittee has failed to comply with a term or condition of operation under the permit;
- b. The permittee's conduct under the permit constitutes a nuisance; or
- c. During the permit period, the permittee collected and transported solid waste that another person had an exclusive right or privilege to collect and transport pursuant to a valid franchise agreement.

2. Notice: The Public Works Director will provide written notice of intent to revoke a permit to the permittee at the address provided on the permittee's application. The notice will state all applicable grounds for the revocation and the permittee's right to a hearing under this section.

3. Hearing: Within 15 calendar days after the date of the notice of intent to revoke, the permittee may request a hearing before the Public Works Director by completing and submitting a written hearing request form. The hearing will be set for a date no sooner than 20 days and no later than 45 days following the date of the written request for hearing.

4. Effective Date: If no hearing is timely requested, the revocation is effective 15 days after the date of the notice of intent to revoke. If a hearing is held, the Public Works Director shall issue a written decision within ten days of the hearing. Notice of the written decision shall be provided to the permittee by regular mail at the address indicated on the permit and the notice shall be effective two business days after it is deposited in the United States mail. The decision of the Public Works Director will become effective when the time to appeal to the City Council expires, unless an appeal to the City Council is timely filed.

5. Appeal of Revocation to the City Council: Any permittee whose permit is revoked under this section shall have the right, within ten calendar days after notice of the Public Works Director's decision is provided, to file a written appeal to the City Council. Any such appeal must be made on a form provided by the Public Works Director and must set forth the specific ground or grounds on which it is based. The City Council shall hold a hearing on the appeal within 45 days after its receipt by the City, or at a time thereafter agreed upon, and shall cause the appellant to be given at least ten days' written notice of such hearing. At the hearing, the appellant or its authorized representative will have the right to present evidence and a written or oral argument, or both, in support of its appeal. The determination of the City Council on the appeal shall be final.

J. Prohibitions:

1. No person shall engage the service of a person for compensation to collect solid waste from any commercial or multi-family premises in the City and transport it over a public street or highway in the City unless the person whose service is engaged is a City franchisee, holds a valid temporary roll-off/bin service permit issued by the City, or is exempt from the permit requirement.

2. Unless specifically exempt from both the franchise and temporary roll-off/bin service permit requirements pursuant to this section, no person shall collect solid waste

from any commercial or multi-family premises in the City and transport it over a public street or highway in the City without a City franchise or temporary roll-off/bin service permit.

3. No person subject to the franchise or temporary roll-off/bin service permit requirement in this section shall transport solid waste to any location other than:

a. A solid waste facility that is lawfully operated under all required State and local permits, registrations, and enforcement agency notifications;

b. A recycling facility that, as its principal function, receives wastes that have already been separated for recycling and are not intended for disposal, and is lawfully operated in accordance with all applicable laws and regulations; or

c. An organics recycling facility that is lawfully operated in accordance with all applicable laws and regulations.



City Council Agenda Statement

Meeting Date: March 4, 2025

Agenda Heading: Public Hearings

Item Number: C.10

TITLE:

Ordinance Amending El Segundo Municipal Code Title 15 to Update the Parking Requirements for Multiple-Family Residential Development and Implement Housing Element Program 9

RECOMMENDATION:

1. Open and conduct a public hearing to solicit public testimony.
2. Introduce and waive the first reading of an ordinance amending El Segundo Municipal Code Title 15 and finding that the ordinance is exempt from the requirements of the California Environmental Quality Act pursuant to CEQA Guidelines section 15061(b)(3).
3. Schedule the ordinance's second reading for the March 18, 2025 regular City Council meeting or as soon thereafter may be heard.
4. Alternatively, discuss and take other action related to this item.

FISCAL IMPACT:

None.

BACKGROUND:

Program 9 of the 2021-2029 Housing Element identifies amendments to the El Segundo Municipal Code (ESMC) covering 12 different topics that aim to facilitate construction of housing in El Segundo by removing regulatory constraints. Eleven of these amendments were completed last year and the remaining amendment relates to parking requirements for residential uses. Housing Element Program 9 specifically states the following regarding the subject amendment:

"The City currently requires two parking spaces plus one guest parking space per

Zone Text Amendment No. ZTA 24-02
Multiple-Family Residential Parking Requirements
March 4, 2025
Page 2 of 6

[three] unit[s], regardless of unit size. The City will revise its parking standards to a sliding scale based on unit size, similar to the recently approved Pacific Coast Commons project which achieved 83 units per acre."

The parking requirements for the Pacific Coast Commons Specific Plan (PCCSP) are presented in Table No. 1 below.

Table No. 1: Pacific Coast Commons Specific Plan Parking Requirements

Unit Size / Number of Bedrooms	Parking Rate
Studio	1 space
One Bedroom	1.5 spaces
Two Bedrooms	2 spaces
Guest Parking	1/3 space per unit

The PCCSP requirements are based on the number of bedrooms in a unit, which is an intuitive and potentially more accurate way to determine parking demand.

On August 8, 2024, the Planning Commission held a study session to review potential options for a zone text amendment consistent with Housing Element Program 9. During the meeting, the Planning Commission considered the current parking requirements in the ESMC, in City Specific Plans and Overlays, as well as the requirements of other cities and the Institute of Transportation Engineers (ITE) manual.

On February 13, 2025, the Planning Commission considered a draft ordinance amending the multiple-family residential parking requirements to a sliding scale and allowing up to 20 percent of the required resident spaces to be tandem. The Commission also recommended permitting up to 20 percent of multiple-family residential parking to be tandem, further described below.

DISCUSSION:

A comparison of the various parking requirements considered by the Planning Commission at its August 6, 2024 study session is presented in Table No. 2 below.

Table No. 2: Parking Rate Comparison

Zone Text Amendment No. ZTA 24-02
Multiple-Family Residential Parking Requirements
March 4, 2025
Page 3 of 6

	Current ESMC	Pacific Coast Commons (PCC)	Downtown Specific Plan	Housing and Mixed-Use Overlays	Other Cities (10)	ITE Manual
Resident Parking	2 spaces	Studio: 1 space 1-bed: 1.5 spaces 2-bed: 2 spaces	Studio: 1 space 1-bed: 1 space 2-bed: 2 spaces 3-bed: 2 spaces	Studio: 1 space 1-bed: 1 space 2-bed: 2 spaces 3-bed: 3 spaces	2 spaces*	1 space per bedroom or 1.7 per unit
Guest Parking	1 space per 3 units	1/3 space per unit	0	0	1/8 - 1 space per unit	N/A

* Long Beach was the only city surveyed with a per bedroom requirement and Culver City has no minimum parking requirements.

At the end of the study session, the Commission determined that multiple-family parking requirements using a sliding scale based on the number of bedrooms, like the PCC Specific Plan, would be appropriate. In addition, the Commission directed staff to consider and address tandem parking for multiple-family uses, because the ESMC currently permits tandem parking for single- and two-family residential uses but prohibits it for multiple-family uses. Following the Planning Commission study session, staff reviewed the City's tandem parking regulations and surveyed the regulations of other nearby cities. The current tandem parking regulations in the City are summarized in Table No. 3 below.

Table No. 3: Current City Tandem Parking Regulations

Use	Maximum Percentage of Spaces	Maximum Depth	Special Conditions
Single- and two-family residential	100	2 spaces	Tandem Spaces must be assigned to the same unit
Multiple-family residential	Prohibited	NA	N/A
Mixed-Use w/residential*	20	2 spaces	Includes vehicle lifts
PCC Specific Plan	20	2 spaces	

Zone Text Amendment No. ZTA 24-02
Multiple-Family Residential Parking Requirements
March 4, 2025
Page 4 of 6

Mixed-Use Overlay*	20	2 spaces	The MU overlay refers to ESMC Chapter 15-15, which is silent on tandem spaces for mixed-use projects.
Housing Overlay	Prohibited	NA	The H-O overlay refers to ESMC Chapter 15-15, which prohibits tandem spaces for multiple-family uses.
Downtown Specific Plan	100	40 feet (2 spaces)	

*On October 17, 2024, the Director made Administrative Determination No. AD 24-01, which determined residential uses in a mixed-use development be treated as nonresidential uses. This ensures the consistent application of development standards, including those for tandem parking, for the entire development.

The tandem parking regulations in neighboring cities vary widely, ranging from complete prohibition to allowing between 20 and 100 percent of required parking spaces to be tandem. In El Segundo, tandem parking for multiple-family uses is only permitted in mixed-use development projects pursuant to Administrative Determination AD 24-01, which allows up to 20 percent of the required resident spaces to be tandem.

PLANNING COMMISSION ACTION

On February 13, 2025, the Planning Commission considered a draft ordinance amending the multiple-family residential parking requirements to a sliding scale and allowing up to 20 percent of the required resident spaces to be tandem. The Commission recommended permitting up to 20 percent of multiple-family residential parking to be tandem for the following reasons:

1. It provides flexibility in site planning and parking design, which, as a result, facilitates the construction of multiple-family housing.
2. It is consistent with the standard for mixed-use and nonresidential developments, and, thus simplifies the ESMC regulations.
3. It is a limited step to test how tandem parking functions in multiple-family residential developments, while avoiding significant unanticipated consequences.

Zone Text Amendment No. ZTA 24-02
Multiple-Family Residential Parking Requirements
March 4, 2025
Page 5 of 6

In addition to the required number of parking spaces and the permitted percentage of tandem spaces, the ordinance also establishes two restrictions on the use of tandem spaces to avoid negative impacts from their use:

1. The ordinance limits the maximum depth of tandem parking to two spaces, and
2. The ordinance requires tandem spaces to be assigned to the same unit.

The Commission determined that these restrictions will help mitigate potential negative impacts, such as non-use of tandem spaces and parking spillover onto the public right-of-way. In addition, these restrictions currently apply to tandem parking for single-family residential, two-family residential, and nonresidential uses. Therefore, their application to multiple-family uses will ensure the municipal code applies consistently for all uses.

At the conclusion of the public hearing, the Planning Commission voted unanimously to adopt Resolution No. 2954 recommending City Council adopt the draft ordinance.

ADDITIONAL ORDINANCE PROVISIONS

In addition to the above amendments, the ordinance includes two non-substantive changes to ESMC Subsection 15-15-6 (Automobile spaces required). First, it clarifies that accessory dwelling units are not required to provide parking spaces, consistent with state law. Second, it eliminates the caretaker unit parking requirement from the ESMC, because such parking requirements are separately addressed in the Smoky Hollow Specific Plan. These two changes are simple corrections to eliminate conflicting provisions in the ESMC.

ENVIRONMENTAL REVIEW

The zone text amendment is determined to be exempt from further review under the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines § 15061(b)(3)), because it consists only of minor revisions to existing zoning regulations and related procedures and does not have the potential for causing a significant effect on the environment. This finding is also based upon the determination by the State Department of Housing and Community Development and the State legislature that the City is required to adopt these regulations in order to maintain a compliant Housing Element.

Zone Text Amendment No. ZTA 24-02
Multiple-Family Residential Parking Requirements
March 4, 2025
Page 6 of 6

CITY STRATEGIC PLAN COMPLIANCE:

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:

Paul Samaras, AICP, Principal Planner

REVIEWED BY:

Michael Allen, Community Development Director

APPROVED BY:

Barbara Voss, Deputy City Manager

ATTACHED SUPPORTING DOCUMENTS:

1. Draft Ordinance
2. Draft Planning Commission Minutes Dated February 13, 2025

ORDINANCE NO. ____

AN ORDINANCE AMENDING EL SEGUNDO MUNICIPAL CODE (“ESMC”) TITLE 15 CHAPTER 15 (OFF-STREET PARKING AND LOADING) TO UPDATE THE PARKING REQUIREMENTS FOR MULTIPLE-FAMILY RESIDENTIAL USES

(ENVIRONMENTAL ASSESSMENT NO. 1367 AND ZONE TEXT AMENDMENT NO. 24-02)

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

SECTION 1: The Council finds and declares as follows:

- A. On November 15, 2022, the City Council adopted the 2021-2029 Housing Element of the El Segundo General Plan;
- B. Program 9 (Code Amendments) of the Housing Element calls for amendments to the El Segundo Municipal Code (“ESMC”) to remove constraints on and to facilitate the construction of housing. Specifically, Program 9 calls for amending the current parking requirements for multiple-family residential uses to a sliding scale based on unit size;
- C. The Community Development Department prepared a draft ordinance amending ESMC Title 15, Chapter 15 implementing Program 9 of the 2021-2029 Housing Element to update the parking requirements for multiple-family residential uses, and scheduled a public hearing before the Planning Commission for February 13, 2025;
- D. On February 13, 2025, the Planning Commission held a public hearing to receive public testimony and other evidence regarding the draft ordinance including, without limitation, information provided to the Planning Commission by city staff; and adopted Resolution No. 2954 recommending that the City Council approve this Ordinance;
- E. On March 4, 2025, the City Council held a public hearing and considered the information provided by City staff and public testimony regarding this Ordinance; and

- F. This Ordinance and its findings are made based upon the entire administrative record including, without limitation, testimony and evidence presented to the City Council at its March 4, 2025, hearing and the staff report submitted by the Community Development Department.

SECTION 2: *Factual Findings and Conclusions.* The City Council finds that adopting the proposed Ordinance would result in the following:

- A. Amend ESMC § 15-15-5(J) to establish a maximum percentage of tandem spaces for multiple-family residential and mixed-use residential developments;
- B. Amend ESMC § 15-15-6 revising the minimum parking requirement for multiple-family dwellings to a sliding scale based on the number of bedrooms.

SECTION 3: *General Plan Findings.* As required under Government Code § 65860, the ESMC amendments proposed by the Ordinance are consistent with the El Segundo General Plan as follows:

- A. The proposed Ordinance is consistent with Program 9 of the General Plan Housing Element in that it would remove governmental and other constraints to facilitate the development of multiple-family residential uses.
- B. The proposed Ordinance is consistent with the General Plan Housing Element in that the amendments contribute to improving the existing jobs-housing balance in the City and provide opportunities for new housing construction in a variety of locations and a variety of densities.
- C. The proposed Ordinance is consistent with the General Plan Housing Element in that the amendments provide sufficient new, affordable housing opportunities in the City to meet the needs of groups with special requirements, including the needs of lower and moderate- income households.
- D. The proposed Ordinance is consistent with the General Plan Housing Element in that the amendments remove governmental constraints to diversify available housing opportunities, including ownership and rental, fair-market, and assisted, in conformance with open housing policies and free of discriminatory practices.

SECTION 4: *Zone Text Amendment Findings.* In accordance with ESMC Chapter 15-27 (Amendments), and based on the findings set forth above, the proposed Ordinance is consistent with and necessary to carry out the purpose of the ESMC as follows:

- A. The proposed Ordinance is consistent with the General Plan in that the amendments would implement the goals, policies, and programs of the Housing Element. Implementation of the Housing Element would preserve the existing housing stock and encourage construction of new residential units, including affordable housing, without affecting the character of existing single-family residential neighborhoods.
- B. The proposed Ordinance is necessary to serve the public health, safety, and general welfare in that it would implement the Housing Element Update, which includes programs, goals, and policies that help to maintain and improve the existing housing stock in the City. The proposed amendments would facilitate the development of additional housing in the community, which contribute to improving the existing jobs-housing balance and facilitates the development of housing that is affordable to households of various income levels and thus will provide equal housing opportunities to all segments of the community.

SECTION 5: *Environmental Assessment.* Based on the facts set forth in Section 2, the City Council finds that the zone text amendment is exempt from further review under the California Environmental Quality Act (“CEQA”) pursuant to CEQA Guidelines § 15061(b)(3)), because it consists only of minor revisions to existing zoning regulations and related procedures and does not have the potential for causing a significant effect on the environment. This finding is also based upon the determination by the State Department of Housing and Community Development and the State legislature that the City is required to adopt these regulations in order to maintain a compliant Housing Element.

SECTION 6: El Segundo Municipal Code (“ESMC”) § 15-15-5(J) (Tandem Spaces) is amended as follows:

J. Tandem Spaces: All tandem parking spaces, where allowed, must be clearly outlined on the surface of the parking facility.

TANDEM SPACES PERMITTED

Use	Maximum Percentage of Required Spaces³	Maximum Percentage of Required Spaces in Smoky Hollow	Maximum Depth
Single- and two-family residential	100	n/a	2 spaces ¹
Multiple-family residential	Prohibited ² <u>20</u>	n/a	n/a <u>2 spaces¹</u>
<u>Mixed-use</u>	<u>20</u>	<u>n/a</u>	<u>2 spaces</u>
Retail and services	Prohibited	30	2 spaces
Industrial	20	85	2 spaces

Office	20	85	2 spaces
Restaurant	Prohibited	10	2 spaces

Notes:

1. Tandem spaces for ~~single- and two-family dwellings~~ residential uses must be assigned to the same unit.
2. Tandem parking ~~is permitted~~ for multiple-family residential developments involving density bonuses may exceed the above limits, pursuant to Government Code section 65915.
3. Parking provided in excess of the required number may be tandem in configuration.

The Director may approve adjustments to the required number and standards for tandem parking spaces as provided in Chapters 22 and 23 of this title, subject to conditions. The conditions may include recording of a covenant agreement, requiring a parking attendant, requiring valet service, and other operational conditions. The Director may also approve tandem parking in excess of the above limits for permitted temporary uses and/or special events.

SECTION 7: ESMC Subsection (A) of § 15-15-6 (Automobile spaces required) is amended as follows:

A. Automobile Spaces Required

Use	Number Of Parking Spaces Required
	* * *
Residential uses:	
	* * *
Accessory dwelling units	Refer to chapter 4, article E of this title <u>None</u>
Caretaker units	1 space for each unit
Live/work units	2 spaces for each unit plus 1 space per 350 square feet of commercial/work area
Lodging houses, rooming houses, and guesthouses	1 space for each guestroom
Multiple-family dwellings	2 spaces per unit, plus 1 visitor space for every 3 units (3 - 5 units = 1 visitor space, 6 - 8 units = 2 visitor spaces, etc.) <u>1 space for studio units</u> <u>1.5 spaces for 1-bedroom units</u> <u>2 spaces for 2-bedroom units or larger</u> <u>1/3 guest space per unit</u>

Single-family and two-family dwellings	2 spaces for each unit and 1 additional space for dwelling units exceeding 3,500 square feet of gross floor area
* * *	

SECTION 8: Construction. This Ordinance must be broadly construed to achieve the purposes stated in this Ordinance. It is the City Council’s intent that the provisions of this Ordinance be interpreted or implemented by the City and others in a manner that facilitates the purposes set forth in this Ordinance.

SECTION 9: Enforceability. Repeal of any provision of the ESMC does not affect any penalty, forfeiture, or liability incurred before, or preclude prosecution and imposition of penalties for any violation occurring before this Ordinance’s effective date. Any such repealed part will remain in full force and effect for sustaining action or prosecuting violations occurring before the effective date of this Ordinance.

SECTION 10: Validity of Previous Code Sections. If this entire Ordinance or its application is deemed invalid by a court of competent jurisdiction, any repeal or amendment of the ESMC or other city ordinance by this Ordinance will be rendered void and cause such previous ESMC provision or other the city ordinance to remain in full force and effect for all purposes.

SECTION 11: Severability. If any part of this Ordinance or its application is deemed invalid by a court of competent jurisdiction, the City Council intends that such invalidity will not affect the effectiveness of the remaining provisions or applications and, to this end, the provisions of this Ordinance are severable.

SECTION 12: Recordation. The City Clerk, or designee, is directed to certify the passage and adoption of this Ordinance; cause it to be entered into the City of El Segundo’s book of original ordinances; make a note of the passage and adoption in the records of this meeting; and, within 15 days after the passage and adoption of this Ordinance, cause it to be published or posted in accordance with California law.

SECTION 13: This Ordinance will go into effect and be in full force and effect 30 days after its passage and adoption.

PASSED AND ADOPTED this ___ day of _____, 2025.

Chris Pimentel, Mayor

APPROVED AS TO FORM:

By: _____
Mark D. Hensley, City Attorney

ATTEST:

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

I, Susan Truax, City Clerk of the City of El Segundo, California, do hereby certify that the whole number of members of the City Council of said City is five; that the foregoing Ordinance No. _____ was duly introduced by said City Council at a regular meeting held on the ___ day of _____ 2025, and was duly passed and adopted by said City Council, approved and signed by the Mayor, and attested to by the City Clerk, all at a regular meeting of said Council held on the ___ day of _____, 2025, and the same was so passed and adopted by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Susan Truax, City Clerk



**MINUTES OF THE
EL SEGUNDO PLANNING COMMISSION
Regularly Scheduled Meeting**

February 13, 2025

CALL TO ORDER

Vice Chair Maggay called the meeting to order at 5:30 p.m.

ROLL CALL

Present: Vice Chair Maggay
Present: Commissioner Inga
Present: Commissioner Christian

Also present: Michael Allen, AICP, Community Development Director
Also present: Eduardo Schonborn, AICP, Planning Manager
Also present: Joaquin Vazquez, City Attorney
Also present: Paul Samaras, AICP, Principal Planner
Also present: Venus Wesson, Senior Admin Specialist

PLEDGE OF ALLEGIANCE

Vice Chair Maggay led the pledge.

PUBLIC/WRITTEN COMMUNICATIONS

None.

A. CONSENT

1. Approval of Planning Commission Meeting Minutes:

- January 23, 2025

MOTION: Approve the minutes.

Moved by Commissioner Inga, second by Commissioner Christian.

Motion carried, 3-0, by the following vote:

Ayes: Maggay, Inga, and Christian

B. PUBLIC HEARINGS

2. Ordinance Amending El Segundo Municipal Code (“ESMC”) Title 15 Chapter 15 (Off-Street Parking and Loading) to Update the Parking Requirements for

Residential Uses. (PS)

Principal Planner Paul Samaras presented the staff report regarding the proposed amendment to revise the parking standards for multiple-family residential uses and use a sliding scale based on the number of bedrooms per unit, similar to the recently approved Pacific Coast Commons (PCC) project.

- Commissioner Inga inquired if staff knows how many non-commercial vehicles are registered within the city. Mr. Samaras advised that staff have that information.

Vice Chair Maggay opened public communications.

- None

Vice Chair Maggay closed public communications.

- Vice Chair Maggay stated that the proposed changes are a good thing and that permitting tandem parking for multiple-family residential uses is a good strategy to maximize parking spaces.

MOTION: Adopt Resolution No. 2954, recommending City Council adopt an Ordinance amending ESMC Chapter 15 parking requirements for residential uses.

Moved by Commissioner Inga, second by Commissioner Christian.

Motion carried, 3-0, by the following vote:

Ayes: Maggay, Inga, and Christian

3. Ordinance Amending El Segundo Municipal Code (“ESMC”) Title 15 Chapter 34 (Cultural Development) Regarding Requirements to Provide Artwork or Pay-In-Lieu Fee. (ES)

Planning Manager Eduardo Schonborn presented the staff report regarding the Cultural Development Public Art Fee that provides public art on property when a project valuation exceeds the \$2 million threshold. Currently the applicant has the option to pay 1% of the total project valuation prior to permit issuance or opt in to provide on-site art. In late 2024, the City Council requested a report from staff on the Cultural Development and Public Art Fee program. Staff presented the information to City Council in January 2025 and staff was directed to do three things with the current ordinance. The first was to allow a developer to split the public art fee by providing an x amount of money into the fee and the balance via on-site art. The second was to cap the public art fee to \$1 million even if the 1% equates to greater than \$1 million. Lastly, staff was directed to update the timing of when initial payment is made.

- Vice Chair Maggay inquired if we have a list of what projects have contributed to this fee and how much art has been provided perhaps via a map that identifies the location of the on-site art provided. Mr. Schonborn advised that staff can check with the Cultural Development staff to see if they have a destination map of such art and report back. Community Development Director Michael Allen added that he would report back on the money amount collected since 2019.
- Vice Chair Maggay inquired if there are requirements on how that money collected can be spent. City Attorney Joaquin Vazquez shared that the ordinance created a Cultural Development Fund. Those funds are limited to programming relative to a list of items such as the city procuring its own artist for projects like The Plunge, programming city cultural events, but the funds are limited to art related items that are programmed by the city.
- Commissioner Christian inquired whose discretion it is to determine the value of the art they provide and let the city know the cash difference to put into the fund. Mr. Schonborn stated that the applicant coordinates with our Cultural Development staff along with Cultural Development Arts Committee which is composed of 7-9 members of the community.
- Commissioner Christian inquired if the city has any sort of discretion over what art we would accept in lieu of the fee and whether we could reject proposals. Mr. Schonborn stated that the art does go before the committee but is unaware of what discretion the committee has. Mr. Vazquez added that there are parameters called Cultural Development Guidelines that require the applicant to apply, get approved and submit artist information to ensure legitimacy to ensure the art comports with the parameters of the guidelines.
- Vice Chair Maggay inquired if the \$1 million cap can be negotiated. Mr. Allen added that it can be, the Planning Commission can make any recommendation to City Council. He added that this was presented by a Council member who recalls a cap was to be imposed when the item came before the Council in 2019 but it did not make it on the ordinance.
- Commissioner Christian stated that since the cap direction came from City Council, he does not think it is necessary to recommend something else. However, he wondered whether the fee amount has been an issue for developers. He added that it would be good to know if we have had experiences of large projects where this would become a sticking point and no work around could be found. Mr. Allen shared that the concerns come through a perspective that if the fee is too high it would disincentivize development as \$1 million is a heavy weight to carry when you are financing a construction project.
- Mr. Allen added that annually the Cultural Development Commission makes a presentation to City Council on how to program the funds every year including staff time and things like the art walk and events funded through that program and then City Council ratifies it.
- Vice Chair Maggay inquired if a recommendation can be made so that the highest payment would be \$1 million and any shortfall can be negotiated

thereafter so that the biggest check they can write is \$1 million and if at that time we say that is enough and if not we can ask for more. Mr. Allen advised that any recommendation can be made but if you wanted to structure something like that it would be helpful to know what those parameters are above the cap that would be negotiated or at least would be part of the review from the committee that reviews these, so the parameters can be spelled out in the ordinance.

- Commissioner Christian stated that it is an interesting needle to try to thread and is not sure how it would be presented to the developer. He added that he is missing the context of the size of the fund to see what that would look like in a typical year for the fund. Mr. Allen stated that since 2019 when the fund started, there have been years where we have collected \$28,000 and then there are years that we have collected \$1.9 million. On average, they have allocated and budgeted about \$350,000 a year.
- Commissioner Christian inquired where the money comes from for the years that only \$28,000 are collected and the budget is bigger. Mr. Allen shared that there is a fund balance in a dedicated account where the in-lieu fee sits in that sustains and supports future year expenses.

Vice Chair Maggay opened public communications.

- None

Vice Chair Maggay opened public communications.

MOTION: Adopt Resolution No. 2961, recommending City Council adopt an Ordinance amending ESMC Chapter 15-34 (Cultural Development).

Moved by Commissioner Christian, second by Commissioner Inga.

Motion carried, 3-0, by the following vote:

Ayes: Maggay, Inga, and Christian

C. NEW BUSINESS

4. Election of Planning Commission Chair and Vice Chair for Calendar Year 2025

MOTION: Vice Chair Maggay nominated himself for Planning Commission Chair for Calendar Year 2025; role to begin at the next meeting scheduled for February 27, 2025.

Moved by Vice Chair Maggay second by Commissioner Inga.

Motion carried, 3-0, by the following vote:

Ayes: Maggay, Inga, and Christian

MOTION: Commissioner Christian nominated Commissioner Inga for Planning Commission Vice Chair for Calendar Year 2025; role to begin at the next meeting scheduled for February 27, 2025.

Moved by Commissioner Christian, second by Vice Chair Maggay.

Motion carried, 3-0, by the following vote:

Ayes: Maggay, Inga, and Christian

D. UNFINISHED BUSINESS

None.

E. REPORTS – COMMUNITY DEVELOPMENT DIRECTOR OR DESIGNEE

None.

F. REPORTS – PLANNING COMMISSIONERS

Vice Chair Maggay inquired how the selection process is going for the two vacant positions in Planning Commission. Mr. Allen shared that the application process is still open for the next two weeks and before the end of this month City Manager staff will schedule interviews depending on City Council availability. He also stated that about seven applications were received to-date.

Vice Chair Maggay inquired if staff knows the outcome of who the new elected Western Cities representative for the South Coast AQMD is. Mr. Allen stated that we can report back on the result.

G. REPORTS – CITY ATTORNEY

None.

ADJOURNMENT — the meeting adjourned at 6:11 p.m.
The next meeting is scheduled for February 27, 2025, at 5:30 p.m.

Michael Allen, Community Development Director

Kevin Maggay, Planning Commissioner Vice Chair



City Council Agenda Statement

Meeting Date: March 4, 2025

Agenda Heading: Staff Presentations

Item Number: D.11

TITLE:

Annual Comprehensive Financial Report for Fiscal Year Ending June 30, 2024

RECOMMENDATION:

1. Receive and file the Annual Comprehensive Financial Report for fiscal year ending June 30, 2024.
2. Alternatively, discuss and take other action related to this item.

FISCAL IMPACT:

None

BACKGROUND:

The Annual Comprehensive Financial Report (ACFR) for fiscal year ending June 30, 2024, is submitted to the City Council for review. A representative from the City's audit firm, Clifton Larsen Allen LLP (CLA) will provide a brief virtual presentation on the audit and will be available to answer questions.

DISCUSSION:

Overview of the Financial Statements

This annual report consists of four parts – management's discussion and analysis (MD&A - current portion), the basic financial statements, *optional* combining statements for non-major governmental funds, and required supplementary information. The MD&A discussion and analysis are intended to serve as an introduction to the City's basic financial statements. The City's basic financial statements are comprised of three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. This report contains supplementary information in addition to the basic financial statements.

FINANCIAL HIGHLIGHTS

The assets and deferred outflows of resources of the City exceeded its liabilities and deferred inflows of resources by \$108,893,903 in the current fiscal year-end (*total net position*). The City had an unrestricted net position of (\$53,435,079). This negative unrestricted net position is the result of GASB 68 implementation in FY 2014-15 that required all government entities to place their unfunded pension liabilities onto their agencies' Statement of Net Position.

As of the close of the current fiscal year, the City's governmental funds reported combined ending fund balances of \$92,893,008. Of this amount, \$36,162,556 (*unrestricted fund balance per GASB 54*) is available for spending at the City's discretion.

At the end of the current year, the unrestricted fund balance per GASB 54 for the general fund was \$40,701,761, which represents 53% of total general fund expenditures before other financing sources (uses) for fiscal year 2023-24.

Governmental Activities Net Position

The City's net position from governmental activities increased by \$5,643,857, which is attributed to various changes in revenue and expenditures. In summary, the following primary contributing items have impacted the overall net position:

Major Changes in Revenues

- Operating grants decreased by \$2.5 million, mostly in Prop "C" Sales Tax, while capital grants increased by \$3.8 million due to the City having fewer grants operationally but larger capital projects utilizing grant funds.
- Utility Users taxes increased by \$1.1 million due to the continually rising commodity prices;
- Franchise taxes increased by \$900,000 due to higher natural gas prices;
- Business license taxes increased by \$1.3 million due to the implementation of a local business license measure which went into effect during the fiscal year;
- Other taxes decreased as the true-up payment for a Tax Resolution Agreement (TRA) came in less than the true-up payment in Fiscal Year 2022-23. However, payments made to other tax sources reflect the total amount received was reached for the TRA.
- Interest and rentals increased by \$4.8 million, as the City invested in higher-yielding investments. The City's investments are reported at fair value per GASB 72.
- Other revenues increased by \$1.3 million, due in part to a Prop "A" Funding Swap, and the sale of a City-owned Residential Sound Insulation home.

Major Changes in Expenses

- Public safety expenses decreased by \$43 million primarily due to actuarial valuation changes of pension and OPEB from previous to current fiscal year;
- An increase of the \$3.3 million was the combination of cost increases in labor, contract, and operating and maintenance materials.

More details can be found in the "Management's Discussion and Analysis" section of the attached ACFR on pages 5-18.

Auditor's Opinion

CLA LLP completed the audit of the City and issued an unmodified ("clean") opinion on the City's financial statements for the year ending June 30, 2024.

A website link of the audit was provided to the City Council members with their agenda packages. Other interested individuals may obtain a copy of the audit from the Finance Department or through the City's website at www.elsegundo.org or <https://www.elsegundo.org/government/departments/finance/financial-reports>.

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.

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

PREPARED BY:

Wei Cao, CPA, CPFO, Finance Manager

REVIEWED BY:

Paul Chung

APPROVED BY:

Barbara Voss, Deputy City Manager

ATTACHED SUPPORTING DOCUMENTS:

1. FY24 ACFR Website Link Page
2. El Segundo Conclusion 2024



City of El Segundo Annual Comprehensive Financial Report

Link: [0100.10 - City of El Segundo ACFR 2024 \(City of El Segundo AUD 2024 \[6/30/2024\] \(In Process\)\)](#)



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Communication with Those Charged with Governance

City of El Segundo 2024 Audit Results

Scope of Work

- City audit for the year ended June 30, 2024
- Single Audit was not required
- Agreed Upon Procedures on GANN Appropriations Limit
- Compilation of the State Controller's Report



Auditors' Report

- Unmodified Opinions for June 30, 2024
- Basis for Opinions
- Management is responsible for preparation and fair presentation of the financial statements
- Auditors' responsibility to obtain reasonable assurance that financial statements are free from material misstatement



Report on Internal Control over Financial Reporting

- We considered the City's internal control over financial reporting to determine the audit procedures that are appropriate for the purpose of expressing our opinion on the financial statements.
- No findings to report for June 30, 2024.



Communication with Those Charged with Governance

- The planned scope and timing of the June 30, 2024, audit was communicated through our planning letter.
- Management is responsible for the selection and use of appropriate accounting policies, which are described in note 1 to the financial statements
- Significant estimates and the most sensitive disclosures reported in the financial statements include the following:
 - CalPERS defined benefit pension plan and OPEB plan
 - Claims payable



Communication with Those Charged with Governance

- We encountered no significant difficulties during our audit.
- No corrected and uncorrected misstatements.
- No disagreements arose during the course of our audit.
- To our knowledge, the City did not consult with other accountants regarding auditing or accounting matters.



Tiffany Fung, CPA
Tiffany.Fung@claconnect.com



CLAcconnect.com



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Investment advisory services are offered through CliftonLarsonAllen Wealth Advisors, LLC, an SEC-registered investment advisor.



City Council Agenda Statement

Meeting Date: March 4, 2025

Agenda Heading: Staff Presentations

Item Number: D.12

TITLE:

Strategic Plan Mid-Year Report

RECOMMENDATION:

1. Receive and File the Strategic Plan Mid-Year Report.
2. Alternatively, discuss and take other action related to this item.

FISCAL IMPACT:

None.

BACKGROUND:

The City's [Strategic Plan](#) (Attachment 2) guides the work of the City of El Segundo for the four-year period FY 2022-26. The Plan articulates the vision, mission, and values of the City and establishes the City's five goals, as follows:

Vision	Be a global innovation leader "where big ideas take off" while maintaining our unique small-town character.
Mission	Provide a great place to live, work, and visit.
Values	Service. We work to provide exceptional services and continuously improve our practices and processes. Ethics. We are accountable and responsible for our actions, transparent in our processes, and follow professional standards, while taking calculated risks to provide solutions. Collaboration. We work as one team on behalf of our community.

Strategic Plan Mid-Year Update

March 4, 2025

Page 2 of 3

Multi-Year Goals

- Goal 1** Develop and Maintain Quality Infrastructure and Technology
- Goal 2** Optimize Community Safety and Preparedness
- Goal 3** Deliver Solution-Oriented Customer Service, Communication, Diversity, Equity, and Inclusion
- Goal 4** Promote and Celebrate a Quality Workforce Through Teamwork and Organizational Excellence
- Goal 5** Champion Economic Development and Fiscal Sustainability

DISCUSSION:

The City Strategic Plan Mid-Year Report (Attachment 1) summarizes progress towards completion of the City Council's Top Six Priorities as well as other key Strategic Plan activities. Staff uses an online project management software to monitor and evaluate the progress of each strategy.

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.

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

Strategy D: Improve mobility and transportation throughout the City.

Goal 2: Optimize Community Safety and Preparedness

Strategy A: Comprehensively address the unsheltered homeless population.

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.

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

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

Strategic Plan Mid-Year Update

March 4, 2025

Page 3 of 3

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.

Goal 4: Promote and Celebrate a Quality Workforce Through Teamwork and Organizational Excellence

Strategy A: Enhance staff recruitment, retention, and training to ensure delivery of unparalleled City services and implementation of City Council policies.

Strategy B: Improve organizational excellence by implementing processes and tools that facilitate data collection and analysis while promoting data-driven decision-making.

Strategy C: Reduce the number of workers' comp and general liability claims and expedite the resolution of existing claims.

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:

Marizen Ramos, Special Projects Administrator

REVIEWED BY:

Barbara Voss, Deputy City Manager

APPROVED BY:

Barbara Voss, Deputy City Manager

ATTACHED SUPPORTING DOCUMENTS:

1. Strategic Plan Mid-Year Report
2. FY 2022-26 Strategic Plan



FY 2022-26 STRATEGIC PLAN MID-YEAR REPORT

JULY 1, 2024 - FEBRUARY 28, 2025

SUMMARY

In June 2024, City Council approved an update to the City's FY 2022-26 Strategic Plan. The updated plan includes five goals and 17 strategies. Following approval of the updated Strategic Plan, the City's Executive Team developed specific action items for each of the 17 strategies, resulting in a comprehensive list of 113 action items. Of these, 74 were part of the top six strategies identified by City Council. The remaining 39 action items fell under strategies that were considered important, but not among the top priorities.

Notably, 21% of the action items have been successfully completed, and a significant 71% are actively in progress. This breakdown highlights the City's specific focus on completion of high-priority strategies, as well as staff's commitment to achieving City Council's overall strategic goals.

I. Overall Progress (July 2024 – February 2025)



Overall total number of strategies: 17

Overall total number of action items: 113

Completed: 24

Ongoing/Work in progress: 80

GOAL #1 – DEVELOP AND MAINTAIN QUALITY INFRASTRUCTURE AND TECHNOLOGY

Action items associated with Goal 1 are related to completion of the annual Capital Improvement Program (CIP) projects and other infrastructure improvements; implementation of technology; and maintaining and innovating the City’s General Plan. Several CIP were initiated or completed in the first six months of FY 2024-25. Longer term projects are underway, such as the Plunge renovation, and are on track to be completed per the project schedule.

Significant progress has been made related to the use technology to improve business processes, including the implementation of project management software to automate City workflows. The mid-year results indicate significant progress towards implementation of Goal 1 with 35 of the 40 action items either complete or in progress.

Total # of strategies: 4

Total # of action items: 40

Completed: 9

Ongoing/Work in progress: 26



GOAL #2 – OPTIMIZE COMMUNITY SAFETY AND PREPAREDNESS

The top priority in Goal 2 is addressing the unsheltered homeless population. The PATCHES program was successfully launched in September 2024 and has been effective in providing resources and taking action to find housing solutions for people experiencing homelessness. The remaining action items related to PATCHES are ongoing. Other actions related to Goal 2 include fire protection, emergency preparedness and the ensuring the community feels safe. All action items related to this goal are either complete or in progress.

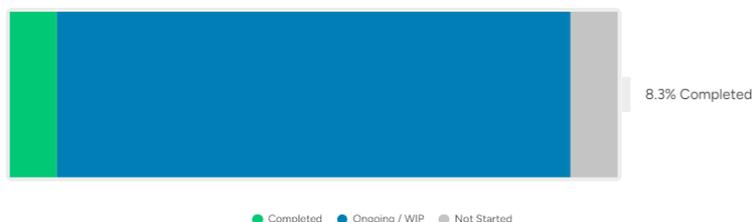
Total # of strategies: 4
Total # of action items: 7
Completed: 2
Ongoing/Work in progress: 5



GOAL #3 – DELIVER SOLUTION-ORIENTED CUSTOMER SERVICE, COMMUNICATION, DIVERSITY, EQUITY, AND INCLUSION

Goal 3 includes proactive community engagement and outreach and implementation of Diversity, Equity, and Inclusion initiatives. The City’s Communications Division is continuously working on 10 of the ongoing action items in Goal 3, including the monthly City News Program, Council Recap videos, monthly e-newsletter, and strategic plan update. Other items within this goal are hosting community programs such as the Community Police Academy, e-bike safety classes, and hosting a DEI informational booth at community events. 22 of the 24 action items within this goal are either in progress/ongoing or complete.

Total # of strategies: 2
Total # of action items: 24
Completed: 2
Ongoing/Work in progress: 20



GOAL #4 – PROMOTE AND CELEBRATE A QUALITY WORKFORCE THROUGH TEAMWORK AND ORGANIZATIONAL EXCELLENCE

The top priority in Goal 4 is enhancing recruitment, retention, and training efforts and 12 of the 13 related action items which are either completed or in progress/ongoing. Other strategies within Goal 4 include organizational efficiency, data collection and analysis, and business process improvements.

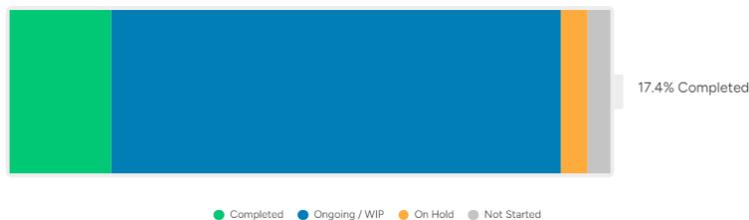
Total # of strategies: 3
Total # of action items: 19
Completed: 7
Ongoing/Work in progress: 12



GOAL #5 – CHAMPION ECONOMIC DEVELOPMENT AND FISCAL SUSTAINABILITY

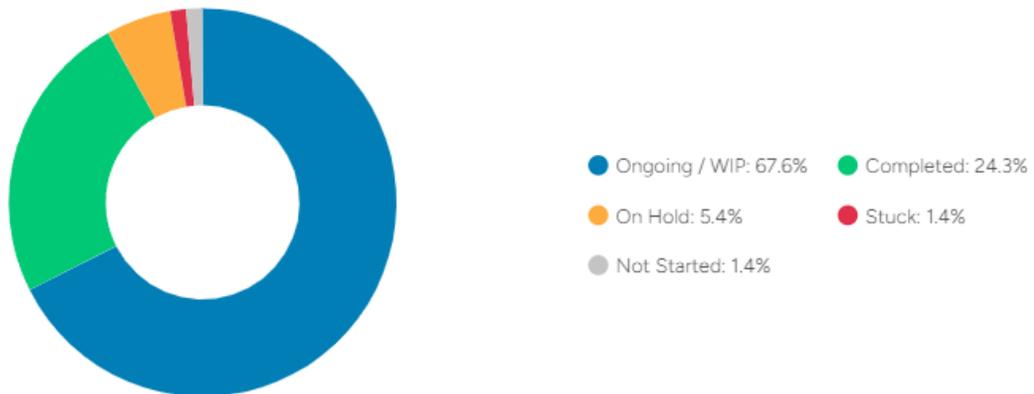
Goal 5 focuses on the implementation of the City’s Economic Development Program; implementing land use policies that are conducive to growth, while maintaining the community’s small-town character; identifying opportunities for new revenues; and long-term financial planning. 21 of the 23 action items related to this goal are either in progress/ongoing or complete. Several of the activities related to this goal are described in the following section.

Total # of strategies: 4
Total # of action items: 23
Completed: 4
Ongoing/Work in progress: 17



II. Top Six City Council Priorities

During the Strategic Planning session on April 30, 2024, the City Council established six top priority strategies. In response, department directors created 74 specific action items to support the implementation of these six strategies. As of now, 24.3% of these action items have been completed, while 67.6% are actively in progress.



Goal 1 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.

- Completed the Main and Imperial Entryway Project



- Construction contract was awarded to Excelsior Elevator Corporation on December 3, 2024, for the Library Elevator Modernization Project.
- Construction contract was awarded to Knorr Systems International on November 5, 2024, for the installation of permanent heater replacement for the Aquatics Center.
- Work on the Plunge is progressing according to the approved project schedule. Ongoing tasks include demolition, seismic and plumbing upgrades, and concrete spalling repairs. The groundbreaking for the project took place on August 20, 2024.



- The Public Works Department (PW) completed the Concrete Improvements Project, which involved repairing defective sidewalks, curbs, gutters, driveway approaches, and curb ramps across the city. This initiative has eliminated potential trip hazards, enhanced public safety, and restored proper drainage flow.
- Recreation, Parks, and Library Department (RPL) developed and implemented a formal Park Inspection program that identifies necessary repairs and improvements to parks, Park facilities and medians. The Park Inspection Matrix is a comprehensive list of identified deficiencies that includes proposed solutions and timelines to ensure parks, Park facilities and medians are maintained consistently for the enjoyment of residents.

Goal 1 Strategy B: Seek opportunities to implement the use of innovative technology to improve services, efficiency, and transparency.

- The Information Technology Services Department (ITSD), along with the Finance and Human Resource (HR) departments, evaluated and selected a new enterprise resource planning (ERP) system to replace the current Eden ERP system. City Council approved a five (5) year agreement with Tyler Technologies (Tyler) for the replacement ERP system. City Council also approved a two-year agreement with Koa Hills Consulting to oversee project implementation and provide project management services. The new Tyler ERP system will have a modern interface with improved workflow, and the ability to generate detailed analytical reports. ITSD, Finance, and HR are partnering together to implement the new systems.
- ITSD implemented the first phase of the El Segundo Connect project, including the city's first Apple iOS mobile application. This platform allows residents to submit and track requests for services. On the backend, El Segundo Connect helps City staff efficiently track and manage requests and to work collaboratively. The platform also provides metrics and statistics to help promote transparency. El Segundo Connect went live on October 15, 2024. ITSD is now working to expand the El Segundo Connect platform and migrate City request forms into the system.
- ITSD successfully implemented DocuSign, an e-signature software solution for internal documents and forms. ITSD partnered with DocuSign to develop a workflow that would enable efficient signature routing for internal documents and forms. In fall 2024, ITSD initiated phase one and trained Finance and HR staff to migrate their internal forms such as the Requirement Request form (HR) and the Outside Employment form (HR) to DocuSign.



- ITSD continues to improve security for the IT network and keeping the City in compliance with all applicable security mandates. Pursuant to Criminal Justice Information Services (CJIS)'s mandate, ITSD met the October 1, 2024, deadline and completed the implementation of two-factor authentication (2FA) for the El Segundo Police Department (ESPD). 2FA is a security process that requires two

different ways to verify your identity when logging into a system. ITSD is now working to implement 2FA for the rest of City staff.

- The City Manager's Office (CMO) developed a project management database and workflow for the PATCHES team to maintain statistics related to homelessness outreach and case management utilizing Monday.com. The software allows police officers to complete an online form to track interactions with people experiencing homelessness, replacing the old process of filling out a paper form. The data from the form is collected in the database and each interaction is tracked. The new system also automates referrals to service providers and tracks outcomes. Service providers complete an online form that will go directly to the database, so activity is measured consistently and accurately.



- CMO launched a pilot project designed to streamline the process for tracking and managing staff leave requests across multiple departments, including the Community Development Department (CDD), RPL, as well as the CMO itself. This new automated system replaces the previous method, which required employees to manually complete and submit leave request forms. This improvement enhances overall efficiency and communication among departments, ensuring better planning and resource management.
- CMO initiated a pilot project to introduce an automated system for managing and tracking contracts within the RPL, ESPD, and CMO. This system replaces the outdated method of using Excel spreadsheets. Moving forward, the CMO plans to collaborate with the HR, PW, and the City Clerk's Office departments to expand the implementation of this project, further enhancing contract management across additional departments.
- The Fire Department has adopted "Streamline," a fire prevention software designed to improve efficiency, enhance customer experience, and ensure transparent management of records.

- RPL met with several registration software vendors to improve efficiencies and customer experience while also increasing reporting capabilities for field and facility usage.
- ESPD has started phasing out outdated and non-functional Automated License Plate Reader (ALPR) cameras across the city. The new ALPR cameras will feature the latest software systems, integrating with other key technologies.
- The City Council approved a two-year contract with Flock for the ESPD to implement a Drone as a First Program, aimed at improving police response times, enhancing officers' situational awareness, and assisting in responding to radio calls for service. This program is set to be implemented by the end of Q1 2025.

Goal 2 Strategy A: Comprehensively address the unsheltered homeless population.

- The City of El Segundo formally introduced the PATCHES program aimed at addressing homelessness with compassion, while also maintaining public safety and cleanliness across the community.



Goal 4 Strategy A: Enhance staff recruitment, retention, and training to ensure delivery of unparalleled City services and implementation of City Council policies.

- The 2024 Employee Engagement Survey was open from August 6 to August 20, 2024. The response rate exceeded 50%.
- An Employee Townhall Meeting was held on November 7, 2024, to provide staff the results of the Employee Engagement Survey.
- HR hosted Employee Health Fair at the Clubhouse with 25 vendors.

- City Council approved the PEMCHA resolutions effective January 1, 2025, for CEA, PSSEA, SPEA, POA, PMA, FFA, and the unrepresented considered full-time under the Affordable Care Act.
- Approval and adoption of successor MOU for CEA and PEMHCA increases to medical contribution.
- Hosted Benefits Lunch & Learn regarding changes for Open Enrollment.
- Complete Open Enrollment for calendar year 2025 health benefits. HR provided onsite assistance to employees at the Public Works Yard, Fire Department, and Community Development Department.



- Trainings offered/hosted for staff:
 - Offered Consortium webinar to supervisors and managers:
 - Maximizing Performance Through Documentation, Evaluation and Corrective Action
 - Leaves, Leaves, and More Leaves
 - Difficult Conversations
 - Workplace Bullying, A Growing Concern
 - In-person training:
 - Seven (7) sessions of Disaster Service Worker training for all City employees
 - FBOR training at Station 2
 - LCW webinar for Finance and HR: Addressing FLSA & CalPERS Compliance in a Single MOU/Payroll Audit Training
- All Fire Paramedic positions have been filled, with the most recent two hires successfully graduating from the ESFD fire academy. This will help reduce the need for overtime to cover vacant positions.

- RPL completed a department Strategic Plan that establishes clear priorities for the Department for a three-year period beginning Spring 2025.

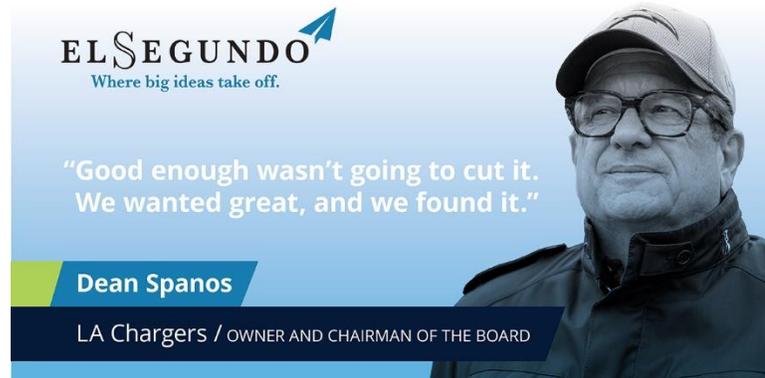
Goal 5 Strategy C: Implement strategic initiatives to attract new businesses and foster business to business networking and collaboration to retain and grow existing businesses.

- Organized a startup event with Sidebar Summit - "Accelerating Growth: Investing in Space & Defense Startups + Strategies for Scalable Infrastructure" on December 4, 2024. The event featured a panel with industry leaders discussing site selection criteria, El Segundo's growing tech ecosystem, and the role of government policies in economic growth.
- LA Tech Week Event – On October 15, 2024 the City and Sidebar Summit hosted a CEO Roundtable during LA Tech Week. The “Lightspeed, SNR Capital, Foley Roundtable” held at Mantis VC in Santa Monica, featuring cutting-edge CEOs, elected officials, and visionary thought leaders from the tech and innovation sectors.



- Facilitated a one-day summit for 30 Ukrainian entrepreneurs, in partnership with SRI, the Ministry of Defense of Ukraine, and the Consulate General of Ukraine. The event facilitated meaningful connections between Ukraine’s defense tech innovators and El Segundo’s startup ecosystem, investors, industry experts, and city leaders.
- Hosted a downtown tasting tour for nearly 100 Raytheon employees to encourage companywide support for local restaurants. With the success of this event, the team plans to expand this initiative by partnering with other companies.
- Secured features with influential media outlets to highlight the city as a premiere location to do business and position El Segundo as a go-to destination for visitors, including *Bloomberg Technology*, *CoStar News*, *LA Times*, *Payload Space*, *Silicon Valley Impact*, and *Sunset Magazine*.

- Designed fresh content as part of the strategic digital advertising campaigns for both business attraction and hospitality and tourism. For business attraction, digital ads lead to a dynamic landing page, BigIdeas.ElSegundoBusiness.com, where potential new businesses can hear testimonials and quotes from CEOs and other businesses leaders about the competitive advantages of doing business in El Segundo.



- Launched the Business Welcome Program, designed to introduce new businesses to resources such as permits, economic data, videos showcasing the business community, and more. This effort aims to create a personalized experience for new companies to ensure they have the support and tools needed to start and grow in El Segundo.
- Designed and published a full-page ad in the Los Angeles Business Journal. The purpose of the ad was to attract new business investment, as well as reinforce El Segundo's reputation as an epicenter for innovation and entrepreneurship.
- Published a series of monthly newsletters - *El Segundo Happenings* and *Business Portfolio*. The newsletters showcase the city's unique offerings in the areas of hospitality and tourism and business attraction. The newsletters are distributed to over 10,000 opt-in subscribers and regularly achieves a ~40% open rate.

Goal 5 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.

Amend the Smoky Hollow Specific Plan to Include Market-Driven Uses

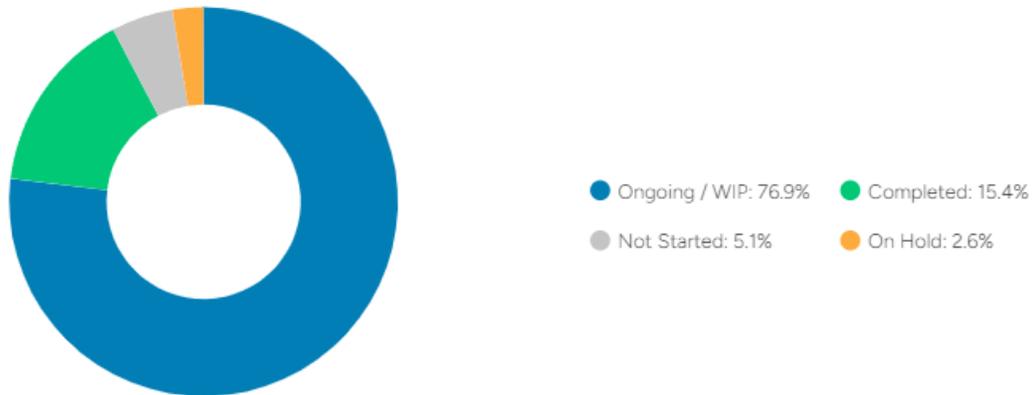
- On September 12, 2024, the Planning Commission held a study session regarding how land uses should be defined and how to implement development standards for such uses, alongside determining if they should be permitted by

right or through the entitlement process in the Smoky Hollow Specific Plan (SHSP) area. Commissioners provided consensus to have a definition that does not include combustible materials and for such uses to be permitted via an Administrative Use Permit (AUP). Staff will continue to evaluate how to remain business-friendly and build on the momentum the city has right now when attracting those businesses.

Implement Housing Element Programs and Goals

- On January 23, 2025, staff and the affordable housing consultant, RSG, presented an update to the Planning Commission regarding affordable housing initiatives. They outlined funding opportunities identified so far to help subsidize the costs of affordable housing development. Additionally, they discussed potential considerations for developing an affordable housing local preference policy to further support the City's housing goals.
- On February 18, 2025, City Council adopted an ordinance amending El Segundo Municipal Code regulations regarding right-of-way dedications and fees, accessory dwelling unit standards and fees, and public notification requirements for certain ordinances. The overall intent of the ordinance is to facilitate more housing (and especially accessory dwelling unit) construction.

III. Other Key Strategic Plan Activities (Outside the Top Priorities)



Goal 1 Strategy C: Maintain an innovative General Plan to ensure responsible growth while preserving El Segundo’s quality of life and small-town character.

- Hosted a quarterly City Hall Pop-Up event on November 7, 2024. Various City departments in attendance answered residents' questions and provided information.
- Initiated General Plan Land Use Element Update. City Council approved consulting firm, MIG, February 18, 2025.

Goal 1 Strategy D: Improve mobility and transportation throughout the City.

- Completed the Street Rehabilitation Program for streets throughout the city.
- Upgraded intersections by installing ADA Ramps utilizing CDBG funds.
- Improved major arterials such as El Segundo Blvd., which included installation of bike lanes in various roadways in compliance with SBCOG Bike Master Plan.
- Recreation, Parks, and Library Department (RPL) implemented a Candy Cane Lane shuttle program that provided transportation to Candy Cane Lane for mobility impaired residents.

Goal 2 Strategy B: Provide cost-effective and excellent fire protection and emergency response services.

- City Council authorized the purchase of a new ladder truck the fire department.

Goal 2 Strategy C: Protect and prepare the El Segundo community and staff for any emergency, disaster, or environmental violation.

- ESFD/Emergency Management is planning a tabletop exercise for the Executive Team in June.
- Plans are in progress to update the City’s Emergency Operations Center, pending receipt of federal grant funds that are currently on hold.
- Actively recruiting to fill the vacant Emergency Management Coordinator position.

Goal 2 Strategy D: Ensure that the community feels safe and is satisfied with the services of the El Segundo Police Department.

- Four exterior cameras have been installed at the library and were brought online in January 2025. Additionally, six cameras were brought online at Campus El Segundo last year.
- ESPD continues to recruit and hire both lateral and entry-level police officers. In 2024, the department hired 17 new officers and has begun hiring additional officers to fill the 10 over-hires previously authorized by the City Council.

Goal 3 Strategy A: Enhance proactive community engagement program to educate and inform the public about City services, programs, and issues.

- Conducted community outreach campaign to provide information about the 2024 General Municipal Election. And information was added to the homepage banner of the City's website, guiding traffic to the City Clerk’s election page.
- City Council approved Citywide Brand Guidelines which established official policies and standards for the city’s visual identity. The guidelines apply to all materials, whether print or digital, and include guidelines on the proper use of the city’s logo, colors, fonts, and official messaging.
- The City’s websites and social media channels are regularly updated.
- Produced and distributed monthly El Segundo News Program.

- Created and published monthly E-Newsletter.
- Broadcast all City Council, Planning, and Recreation and Parks Commission meetings via cable channels and YouTube. Also publish all meetings to the City website, plus audio recordings of the Diversity Equity and Inclusion Committee meetings.
- Produce Council Recap Program after every City Council Meeting.
- Created and published monthly Strategic Plan Update.
- Lead monthly Communications Committee meetings to ensure clear and consistent communications from all departments and divisions.
- Recreation, Parks, and Library Department (RPL) hosted three "Coffee with the Director" events to engage and inform residents about Department programs, services and projects and to solicit feedback on what residents desire from RPL.
- ESPD continues to hold quarterly meetings with local hotel and retail managers from the Point and El Segundo Plaza. Additionally, quarterly meetings are held with security directors from local defense contractors, professional sports teams, Chevron Refinery, DirecTV, the US Air Force, and the US Marshals Service. These meetings provide valuable opportunities for sharing information and intelligence.

Goal 3 Strategy B: Implement Diversity, Equity, and Inclusion (DEI) initiatives to cultivate representation and opportunities for all the members of the community.

- The City's DEI Committee meets monthly.
- The DEI Committee presented their annual workplan to City Council on February 4, 2025. City Council unanimously approved the plan.
- DEI had a presence at the City's Joy Around the World event and at several Farmers' Markets.

Goal 4 Strategy B: Improve organizational excellence by implementing processes and tools that facilitate effective data collection and analysis while promoting data-driven decision making.

- The CMO developed a project management database and workflow for the PATCHES team using Monday.com. This system allows police officers to complete an online form to track interactions with individuals experiencing homelessness, eliminating the need for paper forms. Data is automatically collected and organized, enabling seamless tracking of each interaction. The system also automates referrals to service providers and tracks outcomes, improving efficiency and ensuring accurate, consistent data management.
- CMO launched a pilot project to streamline the process for tracking and managing staff leave requests across multiple departments, including CDD, RPL, and CMO. The new automated system replaces the previous manual process of filling out leave request forms, improving departmental communication, planning, and resource management, while increasing overall efficiency.
- CMO initiated a pilot project for an automated contract management system within RPL, ESPD, and CMO. This system replaces the old method of using Excel spreadsheets, making contract tracking more efficient and reducing errors. CMO plans to expand this system to include additional departments, such as HR, PW, and City Clerk's Office, further enhancing the City's contract management process.
- ESFD adopted "Streamline," a fire prevention software designed to optimize workflows, enhance efficiency, and improve the customer experience, making the department's operations more effective and responsive.
- RPL implemented customer satisfaction surveys through Survey Monkey to obtain feedback on programs, services, and events.

Goal 4 Strategy C: Reduce the number of workers' comp. and general liability claims and expedite the resolution of existing claims.

- Training offered/hosted for staff:
 - New workers' comp TPA 24/7 Nurse Triage training for managers and supervisors
 - Bloodborne Pathogens training
 - Hearing (Noise Conservation) training
 - Forklift training as required under OSHA
 - Traffic Control Flaggers training as required under OSHA
- Hired a new Risk Manager.

Goal 5 Strategy A: Identify opportunities for new revenues, enhancement of existing revenues, and exploration of potential funding options to support programs and projects.

- Launched the Plunge Capital Campaign.

Goal 5 Strategy B: Utilize the City's long-term financial plan to make financial decisions that support the goals of the strategic plan.

- No updates



City of El Segundo FY 2022-26 Strategic Plan

Link: [City Strategic Plan | El Segundo](#)



City Council Agenda Statement

Meeting Date: March 4, 2025

Agenda Heading: Reports -

Item Number: G

TITLE:

LAX Area Advisory Committee Appointment and Updated City Council Committee Assignments

RECOMMENDATION:

1. Approve the appointment of Carol Pirsztuk to LAX Area Advisory Committee.
2. Approve revisions to the City Council's committee assignments document.
3. Alternatively, discuss and take other action related to this item.

FISCAL IMPACT:

None

BACKGROUND:

LAX Area Advisory Committee ("Committee") functions as an advisory council for the LAX Airport's Board of Commissioners on issues that impact our community. At the time Council's assignments were presented and approved, there was an unfilled vacancy for a community member seat on the Committee.

DISCUSSION:

Carol Pirsztuk has since been identified as a proposed committee member for the Committee. The attached document with City Council's committee assignments reflects this new, proposed appointment.

CITY STRATEGIC PLAN COMPLIANCE:

Goal 1: Develop and Maintain Quality Infrastructure and Technology

Appoint Carol Pirsztuk to the LAX Area Advisory Committee and amend Council assignments

March 4, 2025

Page 2 of 2

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

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. Council Assignments

CITY COUNCIL COMMITTEE ASSIGNMENTS

January 21, 2025 - January 19, 2027

AGENCY / COMMITTEE	DELEGATE	ALTERNATE
City Selection Committee	Pimentel	By Proxy
Hyperion Citizens Forum	Ryan Baldino	Lance Giroux
Independent Cities Association	Keldorf	Boyles
Independent Cities Risk Management Authority *	Staff	Keldorf
League of California Cities	Chris Pimentel	Drew Boyles
Los Angeles County Sanitation District 5 & SBC	Chris Pimentel (Chair)	Keldorf
Senior Citizen Housing Corporation Board (Park Vista)	Keldorf	Baldino
South Bay Cities Council of Governments (COG)	Lance Giroux	Drew Boyles
		Pimentel (transport)
		Keldorf
		Ryan Baldino
Southern California Association of Government	Boyles (Board)	Baldino
Contract Cities Association	Boyles (Board)	Lance Giroux
*Resolution must be changed for Council delegate to vote.	--	--
STANDING COMMITTEES	DELEGATE	ALTERNATE
City / School Affairs Subcommittee	Pimentel/Giroux	
Disaster Council **	Drew Boyles Chris Pimentel	
	Chris Pimentel	
City Council Finance Committee	Boyles / Baldino	
Investment Advisory Committee	Keldorf/Giroux	
DEI	Keldorf	
Arts and Culture Advisory Committee	Keldorf	
Environmental Committee	Ryan Baldino	
**Meeting to be held with special Council meeting	-	-
OTHER APPOINTMENTS WITH DIFFERENT OR NO TERMS	DELEGATE	ALTERNATE
Los Angeles County West Vector Control District	Pimentel	
LAX Area Advisory Committee	Giroux	No Term
	Carol Pirsztuk	
LAX Roundtable	Baldino	
Aquatics Center Subcommittee	Keldorf/Giroux	
Rec Park Renovation	Baldino /Giroux	
Chevron Tax Settlement	Giroux/Baldino	
Public Safety	Pimentel/Boyles	
Economic Development	Boyles/Pimentel	

Special
SubCommittee

Proposed
SubCommittee