



AGENDA

EL SEGUNDO CITY COUNCIL

350 MAIN STREET

DUE TO THE COVID-19 EMERGENCY, THIS MEETING WILL BE CONDUCTED PURSUANT TO THE GOVERNOR'S EXECUTIVE ORDER N-29-20.

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

Residents are strongly encouraged to participate remotely via Spectrum Channel 3 and 22, AT&T U-verse Channel 99 and/or El Segundo TV at YouTube.com. Members of the Public may provide comments electronically by sending comments to the following e-mail address, with a limit of 150 words and accepted up until 30 minutes prior to the meeting: PUBLICCOMMUNICATIONS@elsegundo.org, ***in the subject line please state the meeting date and item number.*** Depending on the volume of communications, the emails will be read to Council during public communications and are subject to disclosure under the Public Records Act.

Members of the Public may also provide comments in the designated area in Council Chamber up to and during public communication portion of the meeting. Members of the public must observe "social distancing" requirements at all times, *i.e.*, remain six (6) feet from other attendees during the entirety of the event or gathering.

Additional Information:

The City Council, with certain statutory exceptions, can only take action upon properly posted and listed agenda items. Any writings or documents given to a majority of the City Council regarding any matter on this agenda that the City received after issuing the agenda packet are available for public inspection in the City Clerk's office during normal business hours. Such Documents may also be posted on the City's website at www.elsegundo.org and additional copies will be available at the City Council meeting.

Unless otherwise noted in the Agenda, the Public can only comment on City-related business that is within the jurisdiction of the City Council and/or items listed on the Agenda during the **Public Communications** portions of the Meeting. Additionally, the Public can comment on any Public Hearing item on the Agenda during the Public Hearing portion of such item. The time limit for comments is five (5) minutes per person.

Before speaking to the City Council, please state: Your name and residence and the organization you represent, if desired. Please respect the time limits.

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

**MEETING OF THE EL SEGUNDO CITY COUNCIL
TUESDAY, AUGUST 18, 2020 – 4:00 PM**

CALL TO ORDER

ROLL CALL

PUBLIC COMMUNICATION – (Related to City Business Only – 5 minute limit per person, 30 minute limit total) *Individuals who have received value of \$50 or more to communicate to the City Council on behalf of another, and employees speaking on behalf of their employer, must so identify themselves prior to addressing the City Council. Failure to do so shall be a misdemeanor and punishable by a fine of \$250.*

SPECIAL ORDER OF BUSINESS:

CLOSED SESSION:

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

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Significant Exposure to Litigation (Government Code §54956.9(d)(2))

Initiation of litigation (Government Code §54956.9(d)(4))

THREAT TO PUBLIC SERVICES OR FACILITIES (Government Code § 54957(a))

Consultation with: City Manager Scott Mitnick, Fire Chief Chris Donovan, Police Chief Bill Whalen and City Attorney Mark Hensley.

DISCUSSION OF PERSONNEL MATTERS (Gov't Code §54957): -1- matters

City Manager
Performance Review



AGENDA

EL SEGUNDO CITY COUNCIL

350 MAIN STREET

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******For Public Hearings only*** written communication will be accepted both before the meeting and during the open period of the Public Hearing at PUBLICCOMMUNICATIONS@elsegundo.org.***

Additional Information

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**REGULAR MEETING OF THE EL SEGUNDO CITY COUNCIL
TUESDAY, AUGUST 18, 2020 - 6:00 P.M.**

CALL TO ORDER

INVOCATION – Tracy Weaver, City Clerk

PLEDGE OF ALLEGIANCE – Council Member Nicol

ROLL CALL

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

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

SPECIAL PRESENTATIONS:

- a) Appreciation of Interim Public Works Director Mark Watkins and Welcome incoming Public Works Director Elias Sassoon.
- b) COVID-19 update.
- c) Diversity, Equity and Inclusion Committee Update.

A. PROCEDURAL MOTIONS

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

Recommendation – Approval.

B. CONSENT CALENDAR

1. Approve Regular City Council Meeting Minutes of July 21, 2020 and Special City Council Meeting (Strategic Planning) Minutes of July 22, 2020.
2. Approve warrant numbers 3031967 through 3032046 and 9001553 through 9001553 on Register No. 19b in the total amount of \$457,337.24 and wire transfers from 7/06/20 through 7/12/20 in the total amount of \$12,534,114.03. Approve warrant numbers 3032047 through 3032137 on Register No. 20a in the total amount of \$308,275.51 and wire transfers from 7/13/20 through 7/19/20 in the total amount of \$698,389.93. Approve warrant numbers 3032138 through 3032241 and 9001554 through 9001556 on Register No. 20b in the total amount of \$586,979.83 and wire transfers from 7/20/20 through 7/26/20 in the total amount of \$107,829.02. Approve warrant numbers 3032242 through 3032347 on Register No. 21a in the total amount of \$333,145.59 and wire transfers from 7/27/20 through 8/02/20 in the total amount of \$3,099,616.18.
3. Approve a third Amendment to Agreement No. 3500 with Outfront Decaux Street Furniture, LLC for bus shelter advertising and maintenance.

4. Accept as complete the Citywide Fiber Optic Vault Lid Replacement Project authorize the City Clerk to file a Notice of Completion with County Recorder's Office. (Project No. PW 19-08)
5. Reject all bids for construction for Acacia Park Playground and Site Improvement Project and rebid project (Project No. PW 20-06).
6. Adopt a Resolution approving Plans and Specifications for Water Main Improvements on Indiana Street Project and authorize advertising for bids. (Project No. PW 20-04)
7. Accept as complete McCarthy Court Street Improvements Project and authorize the City Clerk to file a Notice of Completion with County Recorder's Office. (Project No. PW 19-10)
8. Accept as complete Walnut Avenue Drainage and Street Improvements Project and authorize City Clerk to file a Notice of Completion with County Recorder's Office. (Project No. PW 19-09)
9. Award a standard Public Works Contract to Hardy and Harper, Inc. for construction and a standard Professional Services Agreement to KOA for inspection of FY 19/20 Pavement Rehabilitation Project (E. Imperial Avenue from McCarthy Court to California Street, E. Pine Avenue from Arena Street to Center Street and California Street from W. Imperial Highway to its south cul-de-sac). (Project No. PW 20-01)
10. Authorize City Manager to execute a Transfer Agreement between Los Angeles County Flood Control District and City of El Segundo for Safe Clean Water Program annual disbursement.
11. Authorize City Manager to 1) execute a Custodial Services Agreement with Valley Maintenance, Corp. for three (3) years with two one-year optional renewal terms at \$213,000 annually for the City's various buildings and facilities and 2) amend the Valley Maintenance, Corp. Agreement for COVID-19 Emergency Response Services at an additional \$9,450 monthly cost for the duration of the pandemic.
12. Approve an Amendment to Memorandum of Understanding between City of El Segundo and El Segundo Unified School District for Library Services.
13. Authorize City Manager to execute an amendment to Agreement No. 5892 with Management Partners Corp., for professional consulting services for Human Resources Department related to executive level consulting services for Human Resources operations.
14. Adopt a resolution terminating local emergency proclaimed on May 31, 2020, due to civil unrest throughout Los Angeles County and the nation.

C. PUBLIC HEARINGS

D. STAFF PRESENTATIONS

15. Ratify City Manager's Administrative Order # 1 to Address COVID-19 which addresses re-opening of restaurants, retail food facilities, and retail operations in the City of El Segundo and was revised on July 16, 2020.
16. Receive and file a presentation from FilmLA, public benefit organization which provides a streamlined film permit process and production planning services.
17. Authorize City Manager to develop and issue: 1) Request for Proposals (RFP) from planning consultants to update or replace Downtown Specific Plan, and, 2) Request for Qualifications (RFQ) from developers to redevelop and repurpose Civic Center site.
18. Receive and file preliminary financial plan and proposed rates for FY 2020-2024 rate study of Recycled Water, Water and Wastewater operations.

E. COMMITTEES, COMMISSIONS AND BOARDS PRESENTATIONS:

F. REPORTS – CITY CLERK

G. REPORTS – CITY TREASURER

H. REPORTS – COUNCILMEMBERS

Council Member Giroux –

Council Member Nicol -

Council Member Pirsztuk -

Mayor Pro Tem Pimentel –

Mayor Boyles –

I. REPORTS – CITY ATTORNEY

J. REPORTS/FOLLOW-UP – CITY MANAGER

CLOSED SESSION

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

MEMORIAL –

ADJOURNMENT

POSTED:

DATE: August 13, 2020

TIME: 2:45PM

BY: Tracy Weaver, City Clerk

MEETING OF THE EL SEGUNDO CITY COUNCIL
TUESDAY, JULY 21, 2020 – 4:00 PM
This meeting was conducted virtually via Zoom conferencing

CALL TO ORDER – Virtually by Mayor Boyles at 4:05 PM

ROLL CALL

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

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

SPECIAL ORDER OF BUSINESS:

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

CLOSED SESSION:

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

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Significant Exposure to Litigation (Government Code §54956.9(d)(2))
Initiation of litigation (Government Code §54956.9(d)(4))

THREAT TO PUBLIC SERVICES OR FACILITIES (Government Code § 54957(a))

Consultation with: City Manager Scott Mitnick, Fire Chief Chris Donovan, Police Chief Bill Whalen and City Attorney Mark Hensley.

DISCUSSION OF PERSONNEL MATTERS (Gov’t Code §54957): -1- matters

City Manager
Performance Review

Recessed at 5:55 PM
Adjourned at 9:50 PM

REGULAR MEETING OF THE EL SEGUNDO CITY COUNCIL
TUESDAY, JULY 21, 2020 - 6:00 P.M.
This meeting was conducted virtually via Zoom conferencing

CALL TO ORDER – Virtually by Mayor Boyles at 6:01 PM

INVOCATION – Tracy Weaver, City Clerk

PLEDGE OF ALLEGIANCE – Council Member Pirsztuk

ROLL CALL

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

SPECIAL PRESENTATIONS:

- a) Chris Donovan, Fire Chief and Barbara Voss, Deputy City Manager, gave a COVID-19 update.
- b) Proclamation read by Council Member Pirsztuk proclaiming July as Parks and Recreation Month.

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

Tracy Weaver, City Clerk, read email comments into the record received prior to the meeting due to Safer at Home restrictions. There were a few residents who spoke in the Council Chamber.

Chamber speakers:

Vincent Zupo, resident, asked for increased transparency on various levels, including past budgets and asked that Council not make decisions in haste.

Leila Schuh, resident, commented on item #B7, Short-Term Home Sharing Rental Permit Pilot Program.

John Pickhaver, resident, commented on item #D8, DEI Committee.

Mona Eisman, resident, commented on item #B7, Short-Term Home Sharing Rental Permit Pilot Program.

Amanda Touchton, resident, commented on item #D8, DEI Committee.

Angel Salazar, resident, commented on item #D8, DEI Committee.

Elias Garcia, resident, commented on item #D8, DEI Committee and asked that during protests that counter protesters please wear masks.

City Clerk Weaver read the following emails into the record

Barbara Boehm, ESMoA, wished everyone well and invited residents to visit the museum online at esmoa.org. Thanked El Segundo TV for their support of The Old Town Music Hall, ESMoA and the Automobile Driving Museum.

Corrie Zupo, resident, commended Mayor Boyles for taking the commitment to action under My Brother's Keeper Alliance.

Toni Michaels, Jan Lebow, Erin Workman, Laura Sorensen, Dottie Alexanian, Danny Gibson, Tanya Taylor, Ginette Davis, Julie Holop, Kristina McNeela, Genesis Inman, Beverly Maloney, Victoria Romley, Kelly Stuart, Cathy Deppe, David Holop, Anthony Boisselle and Paula Lee commented on item #D8, supports the DEI Committee and had questions regarding the criteria and authority level the committee will have to implement change.

Eloise Mendez, Lisa Abbate, Robert Green, David Passarell, Arthur Schaper, Rhonda Andrew, Edye Hakenrider and Danny Tron commented on item #D8, DEI Committee, asked Council not to give in to the Black Lives Matters for El Segundo demands and are not in favor of defunding the Police.

The following letters were received, but due to time, were not read aloud during Public Communications. Letters have been posted to the City's Website and Council received the letters as well.

Sean O'Brien, Chrissy Ambrosia, Ben Davis, Lisa Daggett, Dennis Allen, Michelle Keldorf, Valerie Green, Mona Eisman, Kate Quinones, Sarah Townsend, Vince Giangrande, Reba Hoeschler, Patrick Weekend, Candance Derrick, Erin Shems, Chelsea Harkenrider, Chris Johnson, Amanda Touchton, Cynthia Canino, Phil Kovach, Sandra Duplechlin, Hannah Race and Danny Tron.

CITY MANAGER FOLLOW-UP COMMENTS – (Related to Public Communications)
Scott Mitnick, City Manager and Bill Whalen, Police Chief discussed concerns and questions raised by the commenters.

A. PROCEDURAL MOTIONS

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

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

B. CONSENT CALENDAR

1. Approve Special City Council Meeting Minutes of June 11, 2020 and Regular and Special City Council Meeting Minutes of June 16, 2020.
2. Approve warrant numbers 3031611 through 3031712 on Register No. 18a in the total amount of \$475,290.21 and wire transfers from 6/08/20 through 6/14/20 in the total amount of \$689,084.23, warrant numbers 3031713 through 3031808 and 9001508 through 9001509 on Register No. 18b in the total amount of \$447,404.77 and wire transfers from 6/15/20 through 6/21/20 in the total amount of \$387,576.70, warrant numbers 3031809 through 3031888 and 9001510

through 9001510 on Register No. 18c in the total amount of \$262,552.69 and wire transfers from 6/22/20 through 6/28/20 in the total amount of \$93,453.35, warrant numbers 3031889 through 3031966 and 9001511 through 9001552 on Register No. 19a in the total amount of \$302,325.08 and wire transfers from 6/29/20 through 7/05/20 in the total amount of \$584,986.41.

3. Ratify two amendments (#4878D and #4878E) to Agreement No. XXX with Vital Medical Services executed by City Manager, serving as Director of Emergency Services, during the COVID-19 local emergency to continue to provide professional screening services to Park Vista residents (615 E Holly Avenue). (Fiscal Impact: \$50,000.00)
4. Adopt Resolution No. 5224 approving a General Services Agreement between City of El Segundo and County of Los Angeles dated July 1, 2020, and ratifying City Manager's execution of agreement no. 5942, and requesting County Board of Supervisors extend term of agreement an additional five (5) years. (Fiscal Impact: \$150,000.00)
5. Authorize El Segundo Fire Department to declare the 1993 Pierce Lance triple combination pumper fire engine as a surplus vehicle, authorize donation of fire engine to El Camino Fire Academy and authorize City Manager to draft an agreement no. 5943 releasing title and all liability to accompany donation. (Fiscal Impact: Approximate market value of the donated vehicle is \$10,000.00)
6. Authorize amendment 5832A to Agreement No. 5832 by and between City of El Segundo and Debra Reilly, a Professional Law Corporation, dba Reilly Workplace Investigations, increasing amount of agreement by an additional \$12,008.88. (Fiscal Impact: Additional \$12,008.88 – included in the FY 19/20 budget)
7. Waive second reading and adopt Ordinance No. 1614 for Zone Text Amendment No. ZTA 17-01 and Environmental Assessment No. EA-1180, including Administrative Guidelines as required by Ordinance No. 1614, establishing a Short-Term Home Sharing Rental Permit Pilot Program to allow and regulate home sharing in the City's residential zoning districts. (Fiscal Impact: Potential General Fund revenue ranging \$45,000.00 to \$75,000.00, between \$9,000.00 to \$15,000.00 from permits and business licenses and between \$36,000.00 and \$60,000.00 from Transient Occupancy Taxes (TOT). Revenues may off-set a portion of staff time and consultant costs for an outside monitoring company involved with processing and monitoring applications)

MOTION by Council Member Giroux, SECONDED by Council Member Nicol, approving Consent Agenda items 1, 2, 3, 4, 5, 6, and 7 (due to possible conflict of interest, Mayor Pro Tem Pimentel abstained a vote on #7). MOTION PASSED BY UNANIMOUS VOICE VOTE. 5/0

C. PUBLIC HEARINGS – None

D. STAFF PRESENTATIONS

8. Authorize establishment of a new Diversity, Equity, and Inclusion Committee, approve implementation recommendations and add to City's Local Appointment List pursuant to the California Government Code § 54972.

(Fiscal Impact: There will be direct and indirect fiscal impacts to the General Fund. Direct fiscal impacts will likely be in the \$5,000.00 to \$10,000.00 range for cost of outside consultant and related research and materials expenditures. These costs will likely be absorbed via the existing FY 2019-2020 General Fund Budget. If there are greater financial needs, staff will return to City Council for separate budget appropriation authority)

Scott Mitnick, City Manager, introduced and reported on the item.

Council discussion

MOTION by Council Member Nicol, SECONDED by Council Member Pirsztuk authorizing the establishment of a new Diversity, Equity, and Inclusion Committee. MOTION PASSED BY UNANIMOUS VOICE VOTE. 5/0

- E. COMMITTEES, COMMISSIONS AND BOARDS PRESENTATIONS – None
- F. REPORTS – CITY CLERK –No report
- G. REPORTS – CITY TREASURER – Not Present
- H. REPORTS – COUNCILMEMBERS –

Council Member Giroux – Reminded the Community, that no matter what side you are on, we are all neighbors at the end of the day.

Council Member Nicol – Empathizes with all those parents of school aged children during these tough times. Believes there is hope for the future and reminded everyone Council can be reached at allcouncil@elsegundo.org with questions or concerns regarding the Strategic Plan. Wear your masks and respect each other and respect each other's decisions.

Council Member Pirsztuk – Thanked all for coming out and getting involved, it's important for the Community. We are all in the same storm, just not the same boat. Be kind to all and please don't judge. On a positive note, mentioned she saw a couple picking up trash near her home and thanked them for doing so. Take care of our community, this includes our residents and neighbors who may having a tough time with their mental health.

Mayor Pro Tem Pimentel – We have more in common than we have differences. Commented on sanitation and waste treatment news learned from attending the

Sanitation District meeting, Park Place Extension moving ahead and stated the League of Cities budget was approved.

Mayor Boyles – Attended the South Bay Council of Governments meeting that addressed Police Reform, is thankful and glad to see all who have been active as of recent and reminded the youth to register to vote.

- I. REPORTS – CITY ATTORNEY – No Report
- J. REPORTS/FOLLOW-UP – CITY MANAGER – Regarding the DEI Committee, Council will be holding the Strategic Planning session on July 22, 2020 and one recommendation will be to add the Diversity issue in to the plan. Reminded those who would like to learn more about our Police Department, please log into www.elsegundopd.org and click on the transparency button. Announced the new Public Works Director, Elias Sassoon to start on August 17, 2020. Announced the upcoming meetings; July 22, 2020 – Strategic Planning Session and August 5, 2020 – Budget Study Session.

MEMORIAL – Bill Fields and Stanley Zimmerman

ADJOURNED at 7:58 PM

Council returned to Closed Session at 8:20 PM

Tracy Weaver, City Clerk

SPECIAL MEETING OF THE EL SEGUNDO CITY COUNCIL
WEDNESDAY, July 22, 2019
Virtual Meeting
12:00 p.m.
(City Strategic Plan Study Session for FY 2020-21)

CALL TO ORDER – Mayor Boyles at 12:08 PM

PLEDGE OF ALLEGIANCE - Mayor Pro Tem Pimentel

ROLL CALL

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

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

STUDY SESSION OUTLINE:

Recommendation: City Council to conduct study session and provide direction as necessary

1. Introduction
 - a. Welcome – Scott Mitnick, City Manager
 - b. Public Comments - None
 - c. Study Session Overview – Scott Mitnick, City Manager
2. Organization Status Update
 - a. Financial Outlook – Joe Lillio, Finance Director
 - b. Land Use Projects – Sam Lee, Planning, Building and Safety
 - c. FY 2019-20 Challenges & Successes – Scott Mitnick, City Manager

Council discussion and questions answered

3. FY 2020-2021 City Strategic Plan – Scott Mitnick, City Manager
 - a. City Mission Statement
 - b. City Vision Statement
 - c. City Values & Culture
 - d. Five Broad Goals
 - e. Top Nine City Council Priorities

Council discussed changing/updating City Mission Statement.

Goal #1 – Add (d)

- “Embrace Diversity, Equity and Inclusion” to goal title (Enhance Customer Service, Engagement and Communication).

Goal #2 - Add a new Activity

- Prepare COVID-19 response analysis

Goal #3 – No change

Goal #4 – Add a new Activity – Review Environmental proposals

- Elimination of single-use plastic
- Establish Green Business Recognition Program
- Develop Green Construction Standards
- Clean Power Alliance Membership
- Expanded water conservation efforts

Council discussed proposed new environmental wording of activities. The changes will be brought back during the Budget Session on August 5, 2020

Goal #5 – No change

Top Nine Council Priorities- (e)

- #9 – add more definition of intent, differentiating factors
- Add a tenth priority regarding post COVID-19 recovery and the Community

4. Wrap-up

- a. Next Steps
- b. Concluding Remarks

Scott Mitnick, City Manager, will follow up on reconvening the Ad hoc Pension committee, add KPI requirement adding square footage as an indicator and wording for several items suggested by Council.

Mayor Boyles asked Council to consider adding the following two (2) goals; allocating funds/resources to improve upon our metrics and understand our GDP.
Mayor Pro Tem Pimentel asked the possibility of adding GMP as well.

ADJOURNMENT at 1:55 PM

Tracy Weaver, City Clerk

CITY OF EL SEGUNDO
WARRANTS TOTALS BY FUND

3031967 - 3032046
9001553 - 9001553

DATE OF APPROVAL: AS OF 07/21/20

REGISTER # 19b

001	GENERAL FUND	275,856.35
104	TRAFFIC SAFETY FUND	.
106	STATE GAS TAX FUND	.
108	ASSOCIATED RECREATION ACTIVITIES FUND	.
109	ASSET FORFEITURE FUND	1,517.47
110	MEASURE R	.
111	COMM DEVEL BLOCK GRANT	.
112	PROP "A" TRANSPORTATION	.
114	PROP "C" TRANSPORTATION	.
115	AIR QUALITY INVESTMENT PROGRAM	.
116	HOME SOUND INSTALLATION FUND	.
117	HYPERION MITIGATION FUND	.
118	TDA ARTICLE 3 - SB 621 BIKEWAY FUND	.
119	MTA GRANT	.
121	FEMA	.
120	C O P S FUND	.
122	L A W A FUND	.
123	PSAF PROPERTY TAX PUBLIC SAFETY	.
124	FEDERAL GRANTS	18,320.00
125	STATE GRANT	788.58
126	AIP CUPA PROGRAM OVERSIGHT SURCHARGE	.
128	SB-1 EXPENDITURES	.
129	CERTIFIED ACCESS SPECIALIST PROGRAMS	.
202	ASSESSMENT DISTRICT #73	.
301	CAPITAL IMPROVEMENT FUND	37,233.85
302	INFRASTRUCTURE REPLACEMENT FUND	.
405	FACILITIES MAINTENANCE	.
501	WATER UTILITY FUND	2,782.24
502	WASTEWATER FUND	110,189.23
503	GOLF COURSE FUND	147.00
504	PARK VISTA	314.60
505	SOLID WASTE	.
601	EQUIPMENT REPLACEMENT	.
602	LIABILITY INSURANCE	7,779.60
603	WORKERS COMP. RESERVE/INSURANCE	.
701	RETIRED EMP. INSURANCE	.
702	EXPENDABLE TRUST FUND - DEVELOPER FEES	1,909.32
703	EXPENDABLE TRUST FUND - OTHER	500.00
708	OUTSIDE SERVICES TRUST	.
TOTAL WARRANTS		<u>\$ 457,337.24</u>

STATE OF CALIFORNIA
COUNTY OF LOS ANGELES

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

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

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

CODES:

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

For Ratification:

A = Payroll and Employee Benefit checks

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

FINANCE DIRECTOR *Joseph [Signature]*

DATE: *7-14-2020*

CITY MANAGER *Balvina Vass (for sm)*

DATE: *7/20/20*

VOID CHECKS DUE TO ALIGNMENT: N/A

VOID CHECKS DUE TO INCORRECT CHECK DATE: _____

VOID CHECKS DUE TO COMPUTER SOFTWARE ERROR: _____

NOTES _____

**CITY OF EL SEGUNDO
 PAYMENTS BY WIRE TRANSFER
 7/06/20 THROUGH 7/12/20**

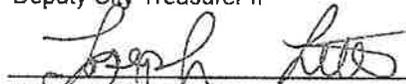
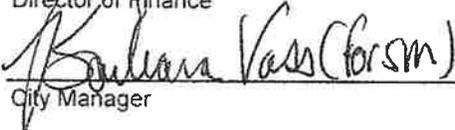
<u>Date</u>	<u>Payee</u>		<u>Description</u>
7/8/2020	Cal Pers	3,862,287.00	FY2020-2021 Unfunded Acc'd Liab-Police 1st Tier 28
7/8/2020	Cal Pers	5,366.00	FY2020-2021 Unfunded Acc'd Liab-Police 2nd Tier 30169
7/8/2020	Cal Pers	3,491,080.00	FY2020-2021 Unfunded Acc'd Liab-Fire Classic 30168
7/8/2020	Cal Pers	2,418,040.00	FY2020-2021 Unfunded Acc'd Liab-Misc Classic 27
7/9/2020	Manufacturers & Traders	65,182.37	457 payment Vantagepoint
7/9/2020	Manufacturers & Traders	942.31	401(a) payment Vantagepoint
7/9/2020	Manufacturers & Traders	550.00	IRA payment Vantagepoint
7/10/2020	Cal Pers	559,264.16	EFT Health Insurance Payment
7/10/2020	West Basin	2,097,569.24	H2O payment
06/29/20-07/05/20	Workers Comp Activity	18,932.37	SCRMA checks issued
06/29/20-07/05/20	Liability Trust - Claims	0.00	Claim checks issued
06/29/20-07/05/20	Retiree Health Insurance	11,883.96	Health Reimbursement checks issued
06/29/20-07/05/20	Flexible Spending Account	3,016.62	Employee Health and DCA card charges
		<u>12,534,114.03</u>	

DATE OF RATIFICATION: 7/10/20

TOTAL PAYMENTS BY WIRE:

12,534,114.03

Certified as to the accuracy of the wire transfers by:

	<u>JD</u>	<u>7/10/2020</u>
Deputy City Treasurer II		Date
		<u>7-14-2020</u>
Director of Finance		Date
	<u>(for sm)</u>	<u>7-20-20</u>
City Manager		Date

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

CITY OF EL SEGUNDO
WARRANTS TOTALS BY FUND

3032047 - 3032137

DATE OF APPROVAL: AS OF 06/04/20

REGISTER # 20a

001	GENERAL FUND	164,682.92
104	TRAFFIC SAFETY FUND	.
106	STATE GAS TAX FUND	.
108	ASSOCIATED RECREATION ACTIVITIES FUND	.
109	ASSET FORFEITURE FUND	.
110	MEASURE R	.
111	COMM DEVEL BLOCK GRANT	.
112	PROP "A" TRANSPORTATION	.
114	PROP "C" TRANSPORTATION	.
115	AIR QUALITY INVESTMENT PROGRAM	.
116	HOME SOUND INSTALLATION FUND	.
117	HYPERION MITIGATION FUND	.
118	TDA ARTICLE 3 - SB 821 BIKEWAY FUND	.
119	MTA GRANT	.
121	FEMA	.
120	C O P S FUND	.
122	L A W A FUND	.
123	PSAF PROPERTY TAX PUBLIC SAFETY	.
124	FEDERAL GRANTS	.
125	STATE GRANT	.
126	A/P CUPA PROGRAM OVERSIGHT SURCHARGE	54,703.00
128	SB-1 EXPENDITURES	.
129	CERTIFIED ACCESS SPECIALIST PROGRAMS	.
202	ASSESSMENT DISTRICT #73	.
301	CAPITAL IMPROVEMENT FUND	27,760.90
302	INFRASTRUCTURE REPLACEMENT FUND	.
405	FACILITIES MAINTENANCE	.
501	WATER UTILITY FUND	4,235.89
502	WASTEWATER FUND	2,160.97
503	GOLF COURSE FUND	16,000.00
504	PARK VISTA	.
505	SOLID WASTE	.
601	EQUIPMENT REPLACEMENT	29,778.55
602	LIABILITY INSURANCE	.
603	WORKERS COMP RESERVE/INSURANCE	.
701	RETIRED EMP INSURANCE	.
702	EXPENDABLE TRUST FUND - DEVELOPER FEES	1,453.28
703	EXPENDABLE TRUST FUND - OTHER	1,000.00
708	OUTSIDE SERVICES TRUST	6,500.00
	TOTAL WARRANTS	\$ 308,275.51 ✓

STATE OF CALIFORNIA
COUNTY OF LOS ANGELES

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

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

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

CODES:

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

For Ratification:

A = Payroll and Employee Benefit checks

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

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

FINANCE DIRECTOR *Joseph Riles*
DATE: 7-20-2020

CITY MANAGER *Barbara Voss (for sm)*
DATE: 7-21-20

VOID CHECKS DUE TO ALIGNMENT: N/A

VOID CHECKS DUE TO INCORRECT CHECK DATE: _____

VOID CHECKS DUE TO COMPUTER SOFTWARE ERROR: _____

NOTES _____

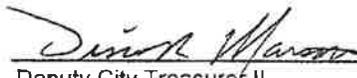
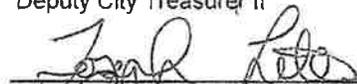
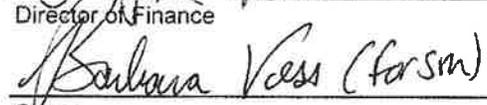
**CITY OF EL SEGUNDO
PAYMENTS BY WIRE TRANSFER
7/13/20 THROUGH 7/19/20**

<u>Date</u>	<u>Payee</u>		<u>Description</u>
7/13/2020	IRS	314,496.47	Federal 941 Deposit - for QTR Ending 6/30/19
7/13/2020	Employment Development	4,570.31	State SDI payment
7/13/2020	Employment Development	77,694.31	State PIT Withholding
7/17/2020	State of CA EFT	1,181.97	EFT Child support payment
7/17/2020	Cal Pers	1,809.60	1959 Survivor Billing Employer Contributions - Fire
7/17/2020	Cal Pers	604.80	1959 Survivor Billing Employer Contributions - Fire
7/17/2020	Cal Pers	1,012.80	1959 Survivor Billing Employer Contributions - Police
7/17/2020	Cal Pers	129.60	1959 Survivor Billing Employer Contributions - Police
7/17/2020	Cal Pers	2,107.20	1959 Survivor Billing Employer Contributions - Police
7/17/2020	Cal Pers	10,581.50	EFT Retirement Safety-Fire-PEPRA New 25020
7/17/2020	Cal Pers	20,775.22	EFT Retirement Safety-Police-PEPRA New 25021
7/17/2020	Cal Pers	35,174.02	EFT Retirement Misc - PEPRA New 26013
7/17/2020	Cal Pers	49,297.08	EFT Retirement Misc - Classic 27
7/17/2020	Cal Pers	69,633.06	EFT Retirement Safety Police Classic - 1st Tier 28
7/17/2020	Cal Pers	52,809.04	EFT Retirement Safety Fire- Classic 30168
7/17/2020	Cal Pers	4,704.36	EFT Retirement Sfty Police Classic-2nd Tier 30169
7/16/2020	Lane Donovan Golf Ptr	18,977.72	Payroll Transfer
07/06/20-07/12/20	Workers Comp Activity	31,300.41	SCRMA checks issued
07/06/20-07/12/20	Liability Trust - Claims	600.00	Claim checks issued
07/06/20-07/12/20	Retiree Health Insurance	0.00	Health Reimbursement checks issued
07/06/20-07/12/20	Flexible Spending Account	930.46	Employee Health and DCA card charges
		<u>698,389.93</u>	

**DATE OF RATIFICATION: 7/17/20
TOTAL PAYMENTS BY WIRE:**

698,389.93

Certified as to the accuracy of the wire transfers by:

	<u>7/17/2020</u>
Deputy City Treasurer II	Date
	<u>7-20-2020</u>
Director of Finance	Date
	<u>7-21-20</u>
City Manager	Date

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

CITY OF EL SEGUNDO
WARRANTS TOTALS BY FUND

3032138 - 3032241
9001564 - 9001566

DATE OF APPROVAL: AS OF 08/04/20

REGISTER # 206

001	GENERAL FUND	507,299.85
104	TRAFFIC SAFETY FUND	-
106	STATE GAS TAX FUND	124.09
108	ASSOCIATED RECREATION ACTIVITIES FUND	-
109	ASSET FORFEITURE FUND	702.65
110	MEASURE R	-
111	COMM DEVEL BLOCK GRANT	-
112	PROP "A" TRANSPORTATION	-
114	PROP "C" TRANSPORTATION	-
115	AIR QUALITY INVESTMENT PROGRAM	-
116	HOME SOUND INSTALLATION FUND	-
117	HYPERION MITIGATION FUND	55.61
118	TDA ARTICLE 3 - 88 #21 BIKEWAY FUND	-
119	MTA GRANT	-
121	FEMA	-
120	C.O.P.S. FUND	-
122	L A W A FUND	-
123	PSAF PROPERTY TAX PUBLIC SAFETY	-
124	FEDERAL GRANTS	2,205.00
125	STATE GRANT	-
126	A/P CUPA PROGRAM DIVERSITY SURCHARGE	2,010.17
128	SB-1 EXPENDITURES	-
129	CERTIFIED ACCESS SPECIALIST PROGRAMS	-
202	ASSESSMENT DISTRICT #73	-
301	CAPITAL IMPROVEMENT FUND	19,887.40
302	INFRASTRUCTURE REPLACEMENT FUND	-
405	FACILITIES MAINTENANCE	-
501	WATER UTILITY FUND	8,654.45
502	WASTEWATER FUND	9,561.18
503	GOLF COURSE FUND	231.00
504	PARK VISTA	193.80
505	SOLID WASTE	-
601	EQUIPMENT REPLACEMENT	-
602	LIABILITY INSURANCE	2,424.82
603	WORKERS COMP RESERVE/INSURANCE	130.01
701	RETIRED EMP. INSURANCE	-
702	EXPENDABLE TRUST FUND - DEVELOPER FEES	-
703	EXPENDABLE TRUST FUND - OTHER	33,500.00
708	OUTSIDE SERVICES TRUST	-

TOTAL WARRANTS \$ 586,979.83 ✓

STATE OF CALIFORNIA
COUNTY OF LOS ANGELES

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

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

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

CODES:

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

For Ratification:

A = Payroll and Employee Benefit checks

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 = ⁽⁸¹⁾ Handwritten Early Release disbursements and/or adjustments approved by the City Manager.

FINANCE DIRECTOR

Joseph Kuo
7-28-2020

CITY MANAGER

Barbara Vass (for sm)
8/4/20

DATE:

DATE:

VOID CHECKS DUE TO ALIGNMENT: N/A

VOID CHECKS DUE TO INCORRECT CHECK DATE: _____

VOID CHECKS DUE TO COMPUTER SOFTWARE ERROR: _____

NOTES _____

**CITY OF EL SEGUNDO
 PAYMENTS BY WIRE TRANSFER
 7/20/20 THROUGH 7/26/20**

<u>Date</u>	<u>Payee</u>		<u>Description</u>
7/23/2020	Manufacturers & Traders	60,952.56	457 payment Vantagepoint
7/23/2020	Manufacturers & Traders	942.31	401(a) payment Vantagepoint
7/23/2020	Manufacturers & Traders	550.00	IRA payment Vantagepoint
07/13/20-07/19/20	Workers Comp Activity	44,852.96	SCRMA checks issued
07/13/20-07/19/20	Liability Trust - Claims	0.00	Claim checks issued
07/13/20-07/19/20	Retiree Health Insurance	0.00	Health Reimbursement checks issued
07/13/20-07/19/20	Flexible Spending Account	531.19	Employee Health and DCA card charges
		<u>107,829.02</u>	

DATE OF RATIFICATION: 7/24/20

TOTAL PAYMENTS BY WIRE:

107,829.02

Certified as to the accuracy of the wire transfers by:

David Marino JD 7/24/2020
 Deputy City Treasurer II Date

Joseph Little 7-28-2020
 Director of Finance Date

Bonnie Voss (for SM) 8-4-20
 City Manager Date

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

CITY OF EL SEGUNDO
WARRANTS TOTALS BY FUND

3032242 - 3032347

DATE OF APPROVAL: AS OF 08/18/20

REGISTER # 21a

001	GENERAL FUND	217,898.92
104	TRAFFIC SAFETY FUND	-
106	STATE GAS TAX FUND	21.88
108	ASSOCIATED RECREATION ACTIVITIES FUND	-
109	ASSET FORFEITURE FUND	-
110	MEASURE R	-
111	COMM. DEVEL. BLOCK GRANT	-
112	PROP "A" TRANSPORTATION	-
114	PROP "C" TRANSPORTATION	-
115	AIR QUALITY INVESTMENT PROGRAM	-
116	HOME SOUND INSTALLATION FUND	-
117	HYPERION MITIGATION FUND	442.63
118	TDA ARTICLE 3 - SB 821 BIKEWAY FUND	-
119	MTA GRANT	-
121	FEMA	-
120	C.O.P.S. FUND	-
122	L.A.W.A. FUND	-
123	PSAF PROPERTY TAX PUBLIC SAFETY	-
124	FEDERAL GRANTS	18,320.00
125	STATE GRANT	8,000.00
128	A/P CUPA PROGRAM OVERSIGHT SURCHARGE	348.31
128	SB-1 EXPENDITURES	-
129	CERTIFIED ACCESS SPECIALIST PROGRAMS	-
202	ASSESSMENT DISTRICT #73	-
301	CAPITAL IMPROVEMENT FUND	47,490.50
302	INFRASTRUCTURE REPLACEMENT FUND	-
405	FACILITIES MAINTENANCE	-
501	WATER UTILITY FUND	7,488.59
502	WASTEWATER FUND	7,546.76
503	GOLF COURSE FUND	16,000.00
504	PARK VISTA	-
505	SOLID WASTE	-
601	EQUIPMENT REPLACEMENT	-
602	LIABILITY INSURANCE	36.02
603	WORKERS COMP. RESERVE/INSURANCE	29.28
701	RETIRED EMP. INSURANCE	3,445.00
702	EXPENDABLE TRUST FUND - DEVELOPER FEES	800.00
703	EXPENDABLE TRUST FUND - OTHER	5,500.00
708	OUTSIDE SERVICES TRUST	-
	TOTAL WARRANTS	\$ 333,145.69

STATE OF CALIFORNIA
COUNTY OF LOS ANGELES

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

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

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

CODES:

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

For Ratification:

A = Payroll and Employee Benefit checks

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

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

FINANCE DIRECTOR *Joseph Tellez*
DATE: *8-11-2020*

CITY MANAGER *Barbara Voss (for SM)*
DATE: *8/11/20*

VOID CHECKS DUE TO ALIGNMENT: N/A

VOID CHECKS DUE TO INCORRECT CHECK DATE: _____

VOID CHECKS DUE TO COMPUTER SOFTWARE ERROR: _____

NOTES _____

**CITY OF EL SEGUNDO
PAYMENTS BY WIRE TRANSFER
7/27/20 THROUGH 8/02/20**

<u>Date</u>	<u>Payee</u>		<u>Description</u>
7/27/2020	IRS	270,923.62	Federal 941 Deposit
7/27/2020	Employment Development	4,713.42	State SDI payment
7/27/2020	Employment Development	60,649.39	State PIT Withholding
7/31/2020	CA Infrastructure Bank	438,840.23	Semi Annual Infrastructure payment
7/31/2020	ICRMA	2,114,159.00	Annual Insurance Premium payment
7/31/2020	ICRMA	170,332.83	Annual Liability Insurance Assessment payment #4 of 10
7/30/2020	Lane Donovan Golf Ptr	18,031.28	Payroll Transfer
07/20/20-07/26/20	Workers Comp Activity	20,828.84	SCRMA checks issued
07/20/20-07/26/20	Liability Trust - Claims	0.00	Claim checks issued
07/20/20-07/26/20	Retiree Health Insurance	0.00	Health Reimbursement checks issued
07/20/20-07/26/20	Flexible Spending Account	1,137.57	Employee Health and DCA card charges
		<u>3,099,616.18</u>	

**DATE OF RATIFICATION: 7/31/20
TOTAL PAYMENTS BY WIRE:**

3,099,616.18

Certified as to the accuracy of the wire transfers by:

<u><i>Dimitri Manos</i></u> <i>DM</i>	<u>7/31/2020</u>
Deputy City Treasurer II	Date
<u><i>Joseph Rutes</i></u>	<u>8-4-2020</u>
Director of Finance	Date
<u><i>Kulsum Vass (Per SM)</i></u>	<u>8-11-20</u>
City Manager	Date

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

AGENDA DESCRIPTION:

Amend agreement with Outfront Decaux Street Furniture for bus shelter advertising and maintenance.

RECOMMENDED COUNCIL ACTION:

1. Approve a third Amendment to Agreement #3500 with Outfront Decaux Street Furniture, LLC for bus shelter advertising and maintenance.

ATTACHED SUPPORTING DOCUMENTS:

None.

FISCAL IMPACT: \$90,000 estimated revenue per year over the next five years, totaling \$450,000.

Amount Budgeted: \$90,000 Annual Revenue
Additional Appropriation: No
Account Number(s): 001-300-0000-3602 (Revenue)

STRATEGIC PLAN:

Goal: 1 Enhance Customer Service & Engagement
Objective: B El Segundo's engagement with the community ensures excellence.
Goal: 5 Champion Economic Development & Fiscal Sustainability
Objective: A El Segundo promotes economic growth and vitality for businesses and the community.

ORIGINATED BY: Lifan Xu, City Engineer *L. Xu*
REVIEWED BY: Mark Watkins, Interim Public Works Director *L. Xu for Mark*
APPROVED BY: Scott Mitnick, City Manager *SM (for SM)*

BACKGROUND AND DISCUSSION:

For the past 35 years, the City of El Segundo has had an ongoing, agreeable partnership with Outfront Decaux Street Furniture, LLC (previously named CBS/Decaux) to maintain bus shelters at 24 advertising-based and 11 non-advertising-based locations throughout the City. The current Agreement #3500 originated in 2005 for a five-year term and included a five-year option to renew clause which had been previously exercised in 2010 and 2015 accordingly. The Agreement calls for an annual 22.5% gross proceeds payment to the City from advertising, which generates approximately \$90,000 in annual revenue to the General Fund. This long standing partnership is mutually beneficial for both entities, and the rates provided by Outfront Decaux are considered competitive.

Therefore, staff recommends extending the current contract at this time for another five-year term with one additional option to renew. Staff estimates that the Agreement will generate approximately \$450,000 in revenue over the next five-year term.

AGENDA DESCRIPTION:

Accept as complete the Citywide Fiber Optic Vault Lid Replacement Project, Project No. PW 19-08.

RECOMMENDED COUNCIL ACTION:

1. Accept the work as complete;
2. Authorize the City Clerk to file a Notice of Completion with the County Recorder's Office; and,

ATTACHED SUPPORTING DOCUMENTS:

Vicinity Map
Location Map
Notice of Completion

FISCAL IMPACT: Included in Adopted FY 2019/20 Budget

Amount Budgeted: \$300,000
Additional Appropriation: No
Account Number(s): \$301-400-8171-8233 (Fiber Vault Lid Replacement)

STRATEGIC PLAN:

- Goal:** 4 Develop Quality Infrastructure and Technology
- Objective:** A El Segundo's physical infrastructure supports an appealing, safe, and effective City
- Goal:** 1 Enhance Customer Service and Engagement
- Objective:** A City services are convenient, efficient and user-friendly for all residents, businesses, and visitors

ORIGINATED BY: Arianne Bola, Senior Engineer Associate *L. Bola for Arianne*
REVIEWED BY: Mark Watkins, Interim Public Works Director *MW*
APPROVED BY: Scott Mitnick, City Manager *SM (for SM)*

BACKGROUND AND DISCUSSION:

The Fiber Optics Vault Lid Replacement Project was approved as part of the adopted FY2019/20 budget. In September 2018, one of the City's fiber optic vault lids unbolted (at the location in front of the Teen Center on Grand Avenue) and created a loud banging noise as cars drove over it. City staff safely secured the lid with steel plate while a solution to the problem was determined. Research concluded that the City has seven existing fiber optic vaults in roadways with vault lids that are failing and have been modified over the past 10 years to prevent the vault lids from popping up.

On January 21, 2020, City Council awarded a standard Public Works Contract to Henkels & McCoy, Inc. (H&M) in the amount of \$127,102.29 and approved an additional \$19,000 for construction-related contingencies. Construction began on April 13, 2020 and was successfully completed by H&M on April 30, 2020. A final inspection of the work has been performed and it was determined that the project was completed in accordance with the plans and specifications and to the satisfaction of the Public Works Department.

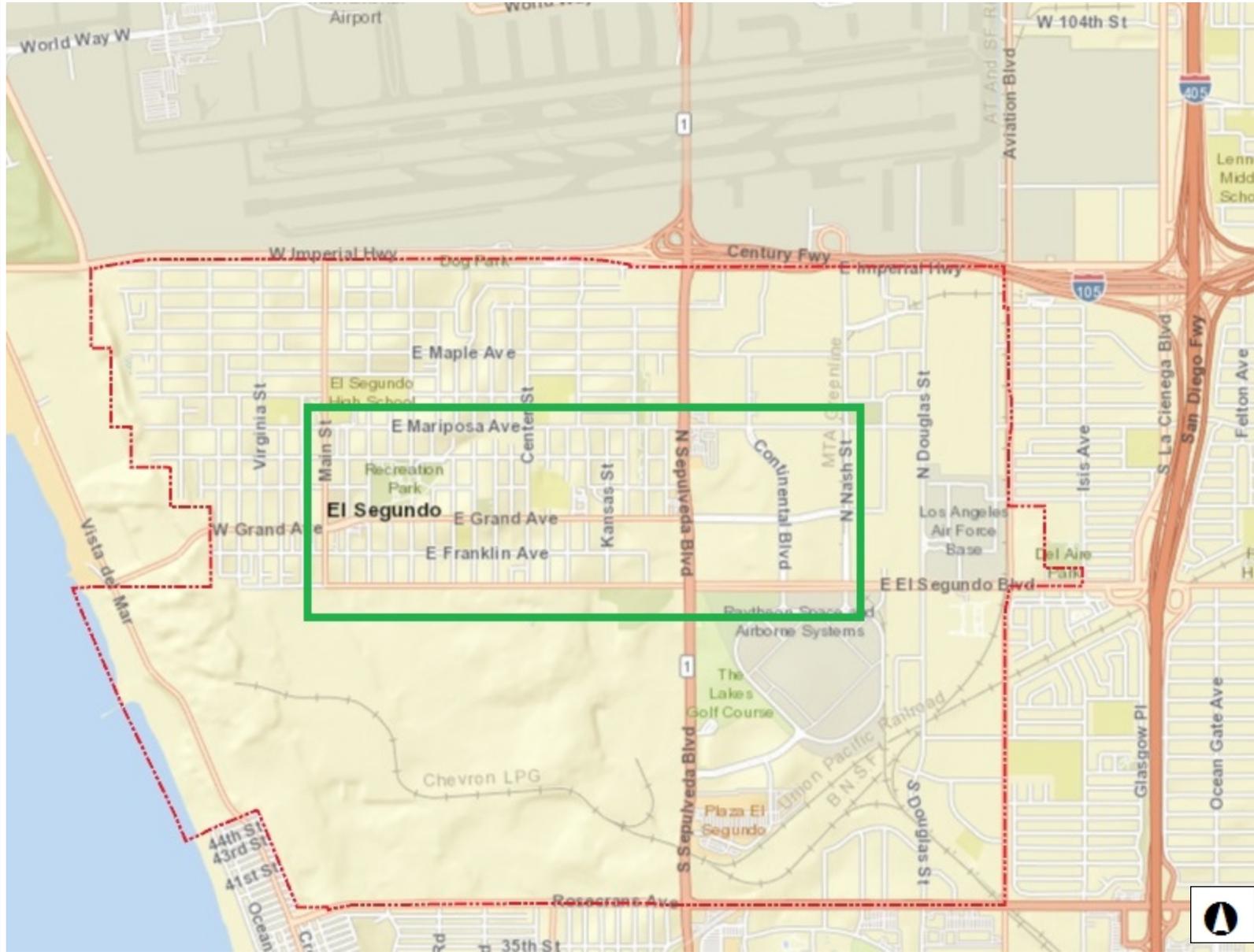
Staff respectfully recommends that City Council accept the work performed by Henkels & McCoy, Inc. as complete and authorize the City Clerk to file a Notice of Completion with the County Recorder's Office.

Accounting Summary:

\$ 127,102.29	Henkel & McCoy, Inc.
\$ 960.00	Advertisement for Bid
\$ -2,512.21	<u>Construction Contingency Amount</u>
\$125,550.08	Total Funds Spent
\$300,000.00	Total Budget
<u>-\$125,550.08</u>	<u>Total Funds Spent</u>
\$174,449.92	Unspent Project Funds Return to General Fund Source



PW 19-08: Fiber Optic Vault Lid Replacement Project Vicinity Map



Legend

- City Boundary
- Project Region

Notes

6,018.7 0 3,009.33 6,018.7 Feet

WGS_1984_Web_Mercator_Auxiliary_Sphere

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

PW 19-08: FIBER OPTIC VAULT LID REPLACEMENT PROJECT LOCATION MAP



LEGEND:

● FIBER OPTIC VAULT



**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: Fiber Optic Vault Lid Replacement

Project No. : PW 19-08 Contract No. 5843

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 April 30, 2020. The work done was: vault lid replacement
6. On August 18, 2020, 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: Henkels & McCoy, 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: Fiber Optic Vault Lid Replacement
9. The street address of said property is: Various locations in El Segundo, CA 90245

Dated: _____

Mark Watkins
Interim Public Works Director

VERIFICATION

I, the undersigned, say: I am the Director of Public Works/City Engineer 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 _____, 2020 at El Segundo, California. 90245

Mark Watkins
Interim Public Works Director

AGENDA DESCRIPTION:

Reject all bids for construction for the Acacia Park Playground and Site Improvement Project and rebid the project (Project No. PW 20-06).

RECOMMENDED COUNCIL ACTION:

1. Reject all bids for construction for the Acacia Park Playground and Site Improvement Project and rebid the project.

ATTACHED SUPPORTING DOCUMENTS:

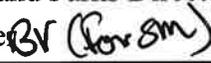
1. Vicinity Map
2. Location Map
3. Acacia Park Playground Schematic

FISCAL IMPACT: Included in Adopted Budget

Amount Budgeted: \$838,000
Additional Appropriation: N/A
Account Number(s): \$300,000 in Account 301-400-8202-8223
\$200,000 in Wastewater Fund (account to be determined)
\$188,000 in Account 125-400-5102-3620 (State Grant Prop. 68) (State Grants)
\$150,000 in Account 301-400-8152-8212 (including \$48,000 already spent on Design)

STRATEGIC PLAN:

- Goal:** 4 Develop Quality Infrastructure and Technology
Objective: A El Segundo's physical infrastructure supports an appealing, safe, and effective City.
- Goal:** 1 Enhance Customer Service and Engagement
Objective: A City services are convenient, efficient and user-friendly for all residents businesses, and visitors.

ORIGINATED BY: Cheryl Ebert, Senior Civil Engineer 
REVIEWED BY: Mark Watkins, Interim Public Works Director 
Meredith Petit, Recreation and Parks Director
APPROVED BY: Scott Mitnick, City Manager 

BACKGROUND AND DISCUSSION:

On May 19, 2020, City Council adopted the plans and specifications for the Acacia Park Playground and Site Improvement Project (Project No. PW 20-06) and authorized staff to advertise the project for construction bids. On June 16, 2020, the City Clerk received and opened six (6) bids as follows:

<u>Contractor</u>	<u>Base Bid (Line item 1-18)</u>	<u>Line Item 10 (PIP Rubber)</u>	<u>Alt. Bid 1A (Synthetic Turf)</u>	<u>Alt. Bid 2A+3A (Retaining Wall)</u>
CEM Construction Corp.	\$757,856.00	\$125,637.50	\$144,152.50	\$34,000.00
RT Contractor Corp.	\$800,896.00	\$10,580.00	\$100,000.00	\$61,000.00
R.E. Schultz Construction	\$840,607.14	\$95,220.00	\$13,701.10	\$67,432.00
Optima RPM, Inc.	\$845,006.20	\$99,015.89	\$99,187.50	\$83,268.75
CS Legacy Construction	\$867,971.00	\$111,090.00	\$121,670.00	\$92,286.00
Fast-Track Construction	\$919,597.00	\$112,783.00	\$129,076.00	\$79,300.00

Following the bid opening on June 16th, 2020, a bid protest was received from R.E. Schultz Construction regarding CEM Construction not being a certified installer from the specified playground equipment manufacturer (LSI) as stated in the bid requirements. After further investigation, the LSI manufacturer list of certified installers is limited to eight (8) contractors, only one (1) of which bid on the project. LSI certification generally takes more than a few weeks to obtain, and often times, the local representative for LSI will recommend the contractor based on work history of installing LSI equipment. LSI does not require a certified installer to install equipment and the warranties of the equipment are valid as long as the equipment is installed properly and in accordance with the installation instructions provided. Staff determined that the certified installer requirement should not have been included during the bidding phase to allow more competitive bidding. In consultation with City Attorney’s office, rejecting all bids and rebidding the project immediately without the requirement represents the best course of action to resolve the bid protest and potentially secure a better bid price for the project.

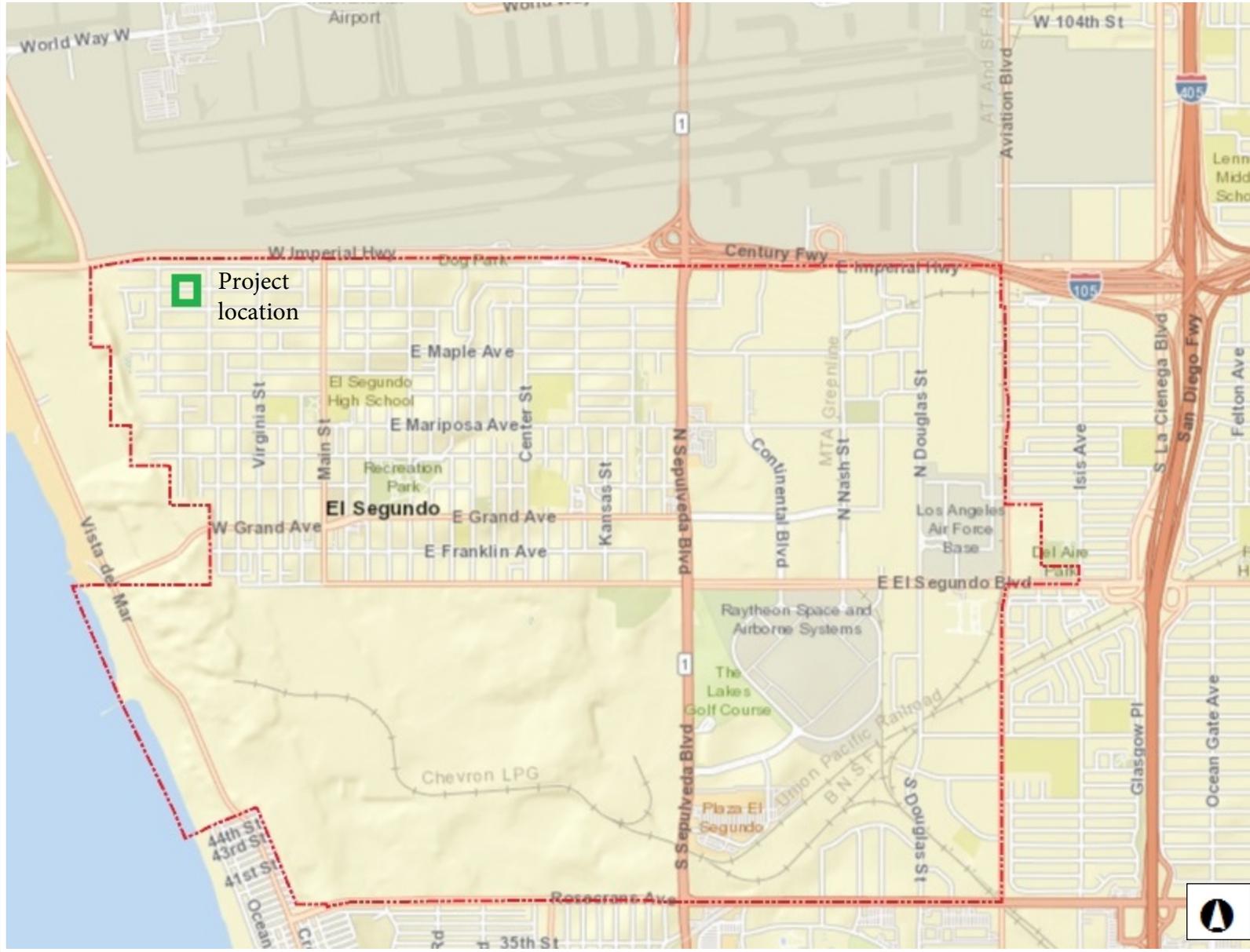
Staff respectfully recommends that City Council reject all bids for the Acacia Park Playground and Site Improvement Project and asks City Council for approval to rebid the project immediately.

Staff estimates the following timeline for the project:

Advertise for Bids	August 2020
Award by City Council	October 2020
Construction Start	January 2021
Construction End	May 2021



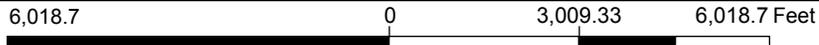
Vicinity Map Acacia Park Playground and site Improvement



Legend

- City Boundary
- Project Region

Notes



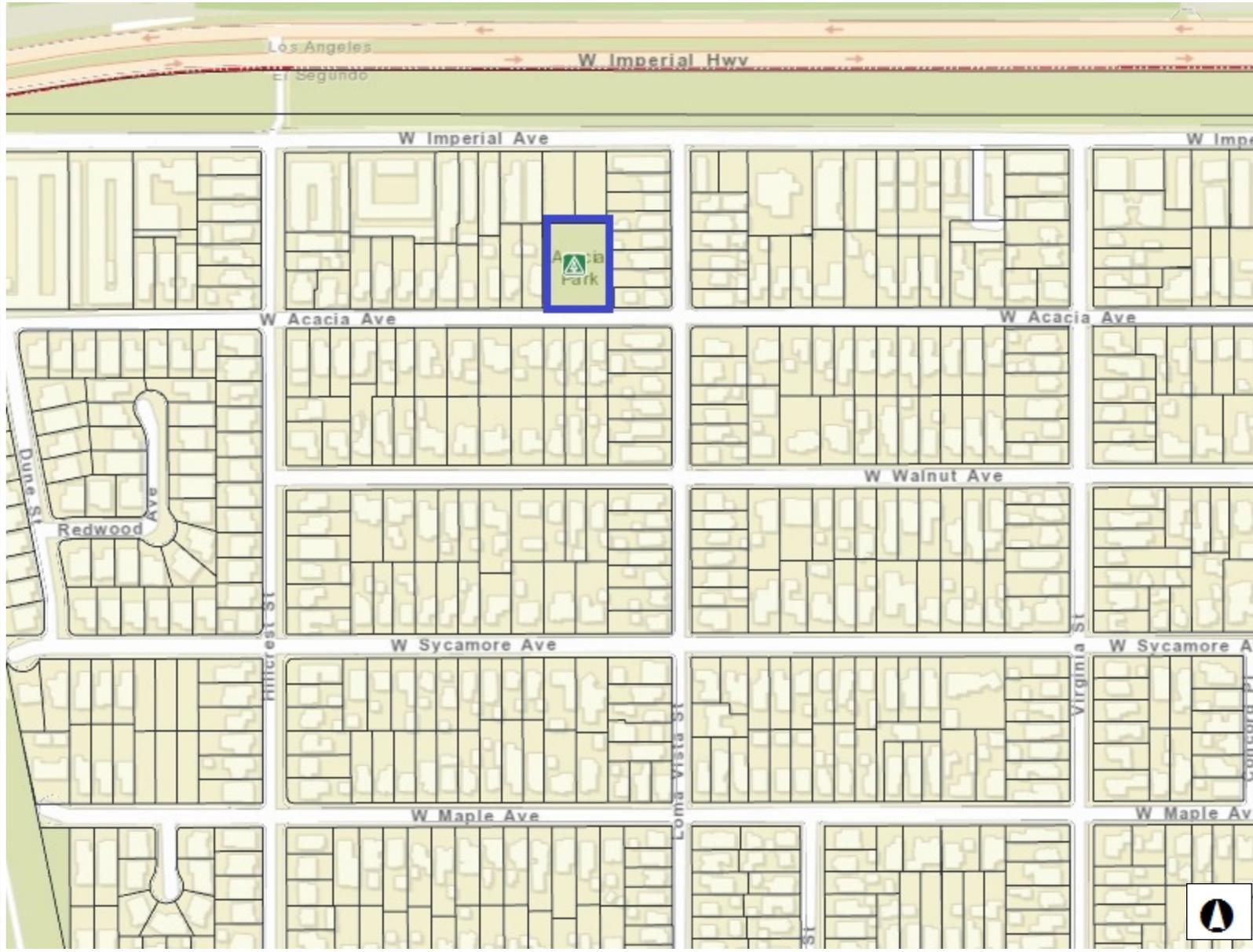
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Location Map

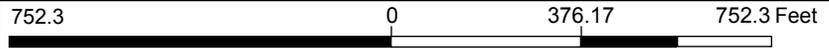
Acacia Park Playground and Site Improvement



Legend

- City Boundary
- Project Location

Notes

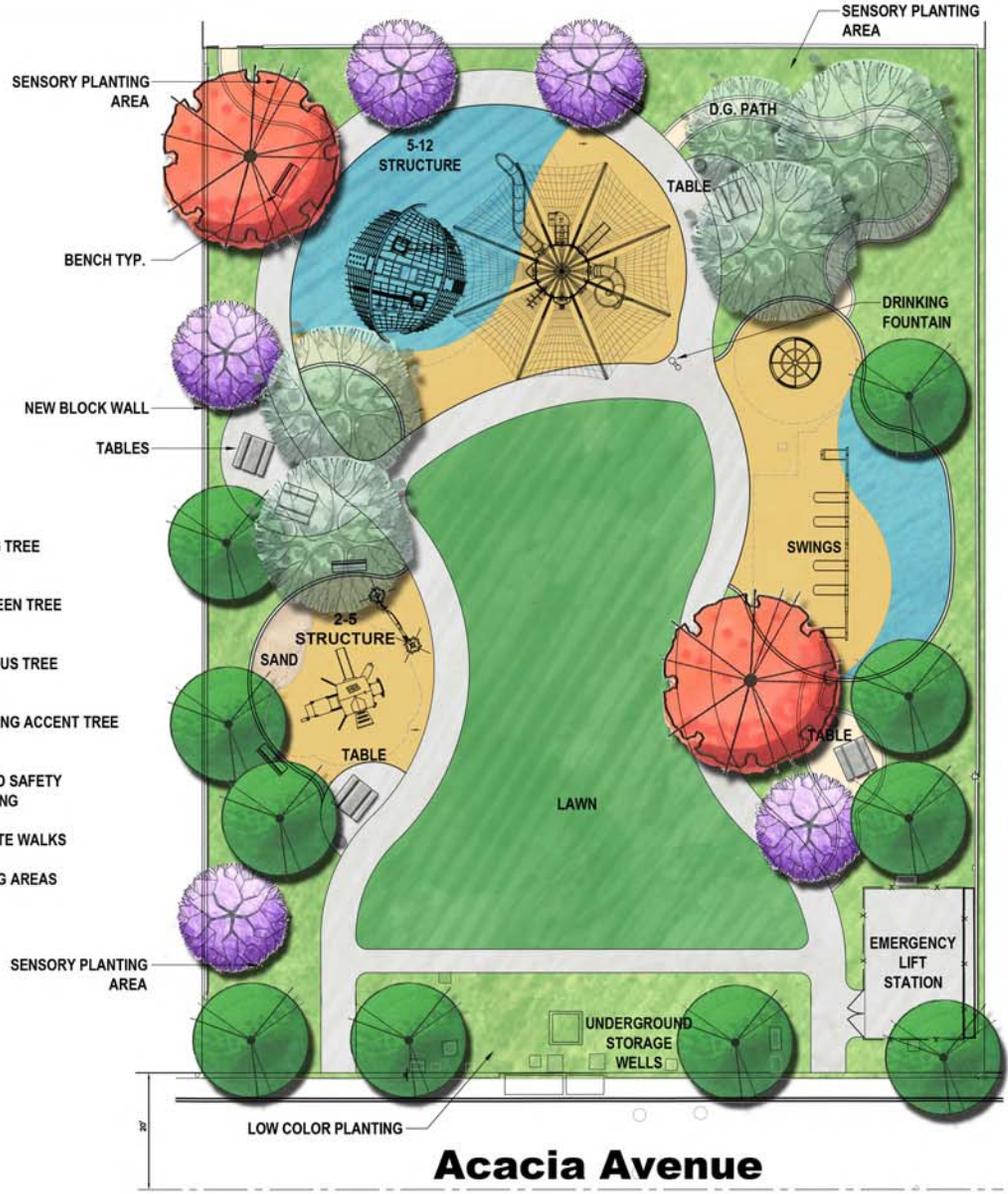


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- LEGEND**
- EXISTING TREE
 - EVERGREEN TREE
 - DECIDUOUS TREE
 - FLOWERING ACCENT TREE
 - COLORED SAFETY SURFACING
 - CONCRETE WALKS
 - PLANTING AREAS
 - LAWN



January 2, 2019

Concept Plan

Acacia Park
El Segundo, California



AGENDA DESCRIPTION:

Approve the Plans and Specifications for the Water Main Improvements on Indiana Street Project (Project No. PW 20-04) and authorize advertising for bids.

RECOMMENDED COUNCIL ACTION:

1. Adopt the attached Resolution approving the Plans and Specifications for Water Main Improvements on Indiana Street Project (Project No. PW 20-04) and authorize advertising for bids.

ATTACHED SUPPORTING DOCUMENTS:

1. Resolution
2. Vicinity Map
3. Location Map

FISCAL IMPACT: Included in the Adopted Budget

Amount Budgeted: \$700,000
Additional Appropriation: N/A
Account Number(s): 501-400-7103-8206 (Water Infrastructure Replacement Fund)

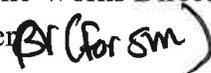
STRATEGIC PLAN:

Goal: 4 Develop Quality Infrastructure and Technology

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

ORIGINATED BY: Floriza Rivera, Principal Engineer 

REVIEWED BY: Mark Watkins, Interim Public Works Director 

APPROVED BY: Scott Mitnick, City Manager  (for SM)

BACKGROUND AND DISCUSSION:

Much of the City's water transmission and distribution system dates back to the 1920's and many of our water mains have exceeded their useful life and need replacement. Standard practices call for replacing lines every 50-70 years due to natural degradation from soil chemistry and chlorinated potable water sources. In light of that, staff regularly evaluates the conditions of the pipes to develop and prioritize a replacement schedule each year.

The water main on Indiana Street has experienced several problems over the past years. Staff evaluated its condition and determined that the segment between Mariposa Avenue and Holly Avenue is in need of replacement. This work was identified and approved in the adopted budget as part of the Capital Improvement Program, and will advance our ultimate goal to replace all of

our aging water infrastructure. The plans and specifications, prepared by Omnis Consulting Inc., are now complete and ready for adoption by City Council.

Staff respectfully recommends that City Council adopt the attached resolution approving the plans and specifications for the project and authorize advertising the project for bidding.

Staff estimates the following timeline for the project:

Advertise for Bids	August 2020
Award by City Council	October 2020
Construction Start	January 2021
Construction End	May 2021

RESOLUTION NO. __

A RESOLUTION APPROVING THE DESIGN AND PLANS FOR THE CONSTRUCTION OF WATER MAIN IMPROVEMENTS ON INDIANA STREET PURSUANT TO GOVERNMENT CODE § 830.6 AND ESTABLISHING A PROJECT PAYMENT ACCOUNT.

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

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

- A. The City retained Omnis Consulting, Inc. (“Consultant”) as the engineer to design and prepare plans for the Water Main Improvements on Indiana Street;
- B. The Consultant informed the City Engineer that these plans are complete and that construction of the Project may begin;
- C. The City Engineer reviewed the completed design and plans for the Project and agrees with the Consultant that the plans are complete and the Project may be constructed;
- D. The City Council wishes to obtain the immunities set forth in Government Code § 830.6 with regard to the plans and construction of the Project.

SECTION 2: *Design Immunity; Authorization.*

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

SECTION 3: *Project Payment Account.* For purposes of the Contract Documents administering the Project, the City Council directs the City Manager, or designee, to establish a fund containing sufficient monies from the current fiscal year budget to pay for the Project (“Project Payment Account”). The Project Payment Account is the sole

source of funds available for the Contract Sum, as defined in the Contract Document administering the Project.

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

SECTION 5: This Resolution will become effective immediately upon adoption.

PASSED AND ADOPTED this ___ day of _____, 2020.

Drew Boyles, Mayor

ATTEST:

Tracy Weaver, City Clerk

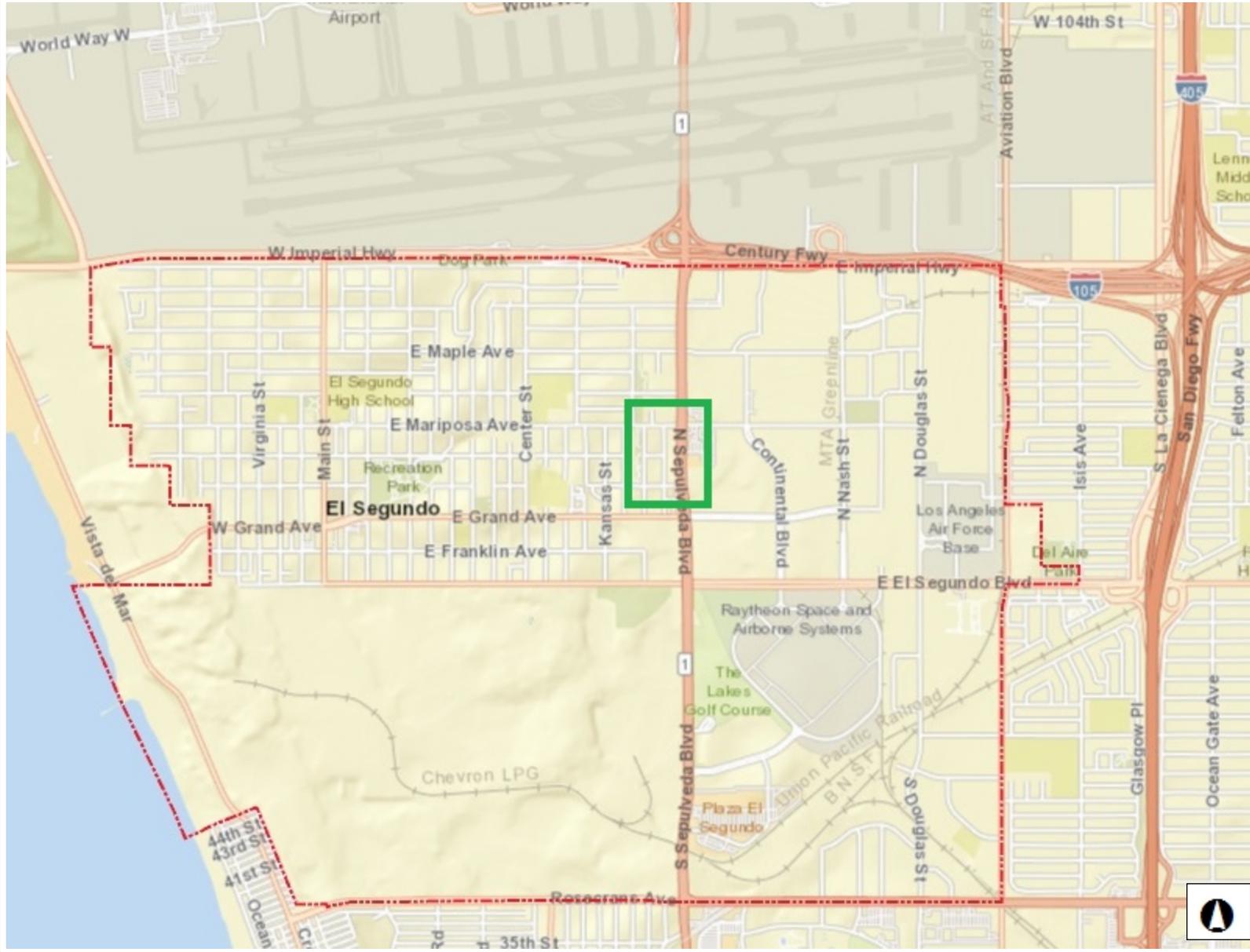
APPROVED AS TO FORM:
MARK D. HENSLEY, City Attorney

By: _____
David H. King, Assistant City Attorney



PW 20-04 Vicinity Map

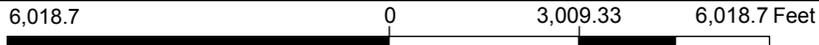
Water Main Improvement Project on Indiana Street



Legend

- City Boundary
- Project Region

Notes



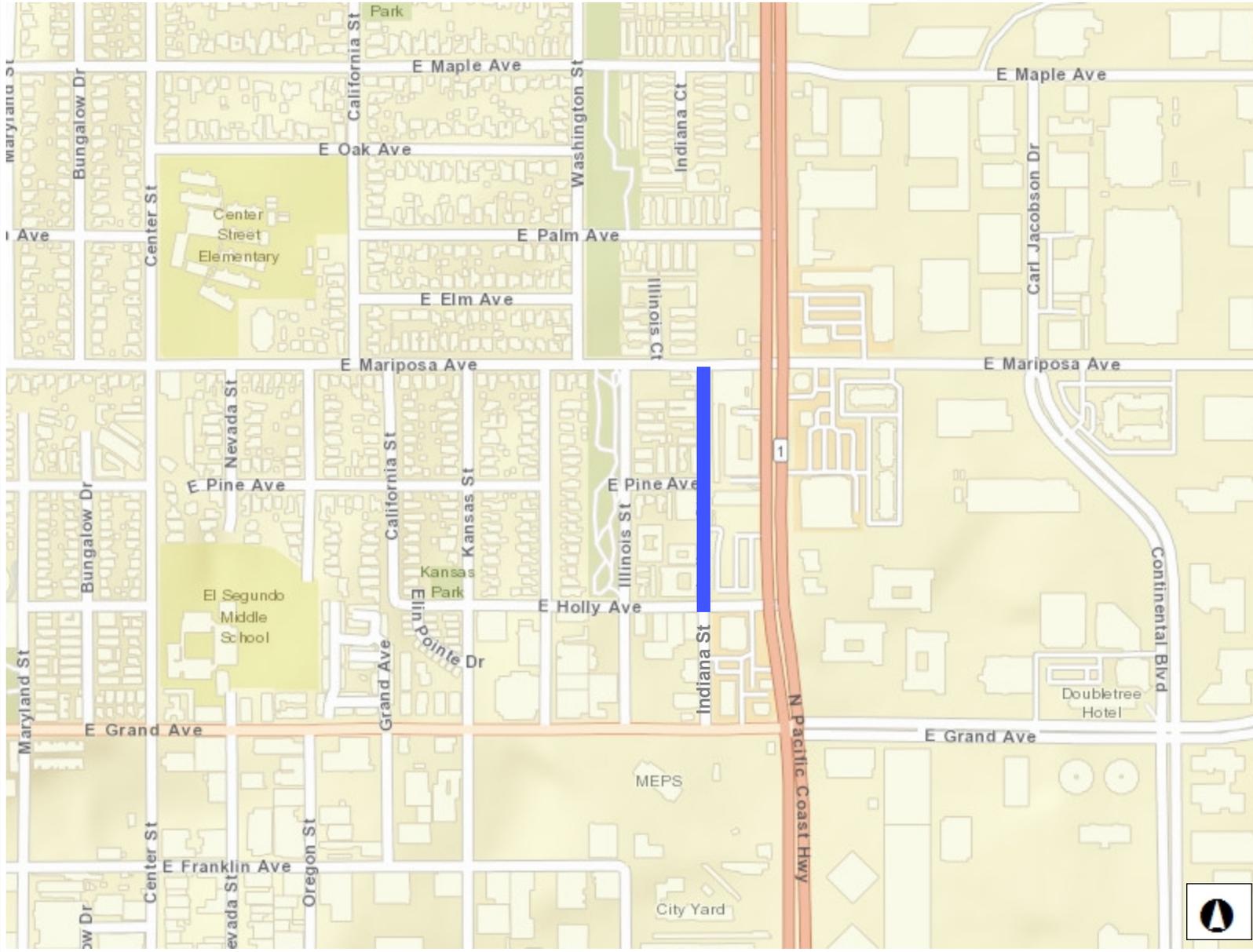
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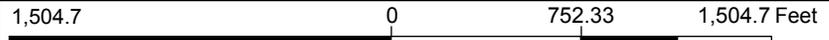
PW 20-04 Location Map

Water Main Improvement on Indiana Street



- Legend**
- City Boundary
 - Project Area

Notes



WGS_1984_Web_Mercator_Auxiliary_Sphere

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AGENDA DESCRIPTION:

Accept as complete the McCarthy Court Street Improvements Project (Project No. PW 19-10).

RECOMMENDED COUNCIL ACTION:

1. Accept the work for McCarthy Court Street Improvements Project (Project No. PW 19-10) as complete; and
2. Authorize the City Clerk to file a Notice of Completion with the County Recorder's Office;

ATTACHED SUPPORTING DOCUMENTS:

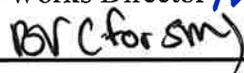
1. Notice of Completion
2. Vicinity Map
3. Location Map
4. Before and After Pictures

FISCAL IMPACT: Included in the adopted budget

Amount Budgeted: \$275,000
Additional Appropriation: N/A
Account Number(s): 301-400-8141-8217 (McCarthy Court Street Improvement Project)

STRATEGIC PLAN:

Goal: 4 Develop Quality Infrastructure and Technology
Objective: A El Segundo's physical infrastructure supports an appealing, safe, and effective City

ORIGINATED BY: Floriza Rivera, Principal Engineer 
REVIEWED BY: Mark Watkins, Interim Public Works Director 
APPROVED BY: Scott Mitnick, City Manager 

BACKGROUND AND DISCUSSION:

On August 6, 2019, Council awarded a construction contract to Ruiz Concrete and Paving, Inc. DBA Ruiz Engineering in the amount of \$139,058.05 and construction contingency amount of \$20,859. Construction began January 6, 2020 and was completed on June 15, 2020 with change orders for additional sidewalk repairs, curb and gutter installation, and asphalt repair in the project area. The project improved street drainage by removing problem trees, installing new curb and gutter, and repairing damaged sidewalk and driveway approaches.

Staff respectfully recommends that Council accept the work performed by Ruiz Concrete and Paving, Inc. DBA Ruiz Engineering for the McCarthy Court Street Improvements Project and authorize the City Clerk to file a Notice of Completion with the County Recorder's office. The unspent budgeted amount will return to the General Fund.

Accounting Summary:

Ruiz Concrete and Paving, Inc. bid cost	\$139,058.05
Change Orders	\$7,536.24
<u>Construction Inspection</u>	<u>\$26,140.00</u>
Total Construction Cost	\$172,734.29

Project Budget	\$275,000.00
Less Advertising Cost	-\$960.00
<u>Less Total Construction Cost</u>	<u>-\$172,734.29</u>
Remaining Unspent Funds	\$101,305.71

**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: McCarthy Court Street Improvement Project

Project No. PW 19-10 Contract No. 5747

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 June 15, 2020. The work done was: McCarthy Court Street Improvement Project
6. On August 18, 2020, 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: Ruiz Concrete and Paving, 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: The 800 block of McCarthy Court, between E. Walnut Ave. and Lomita St.
9. The street address of said property is: None

Dated: _____

Mark Watkins
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.

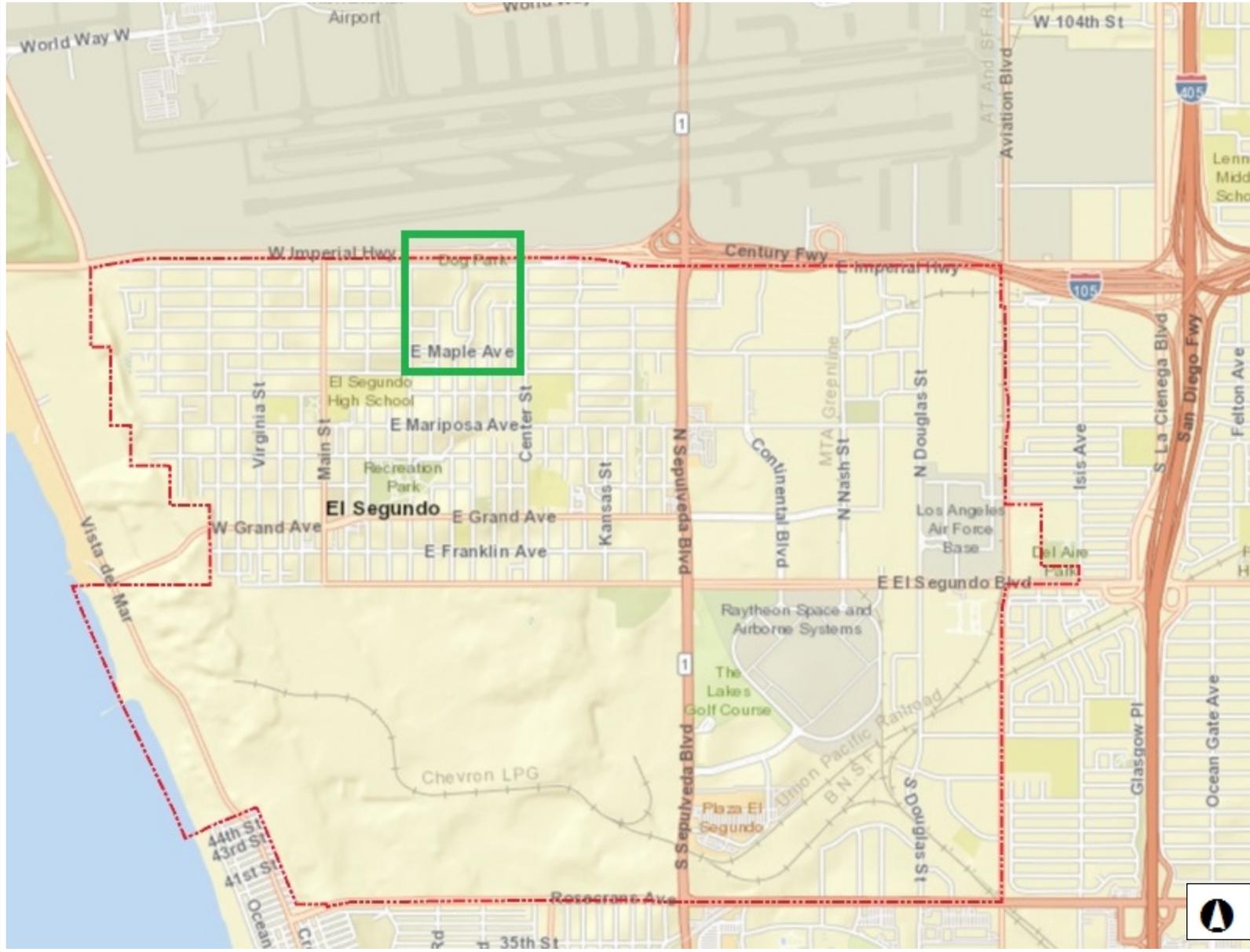
I declare under penalty of perjury the foregoing is true and correct.

Executed on _____, 2020 at El Segundo, California.

Public Works Director



Vicinity Map McCarthy Court Street Improvement Project



Legend

- City Boundary
- Project Region

Notes

6,018.7 0 3,009.33 6,018.7 Feet

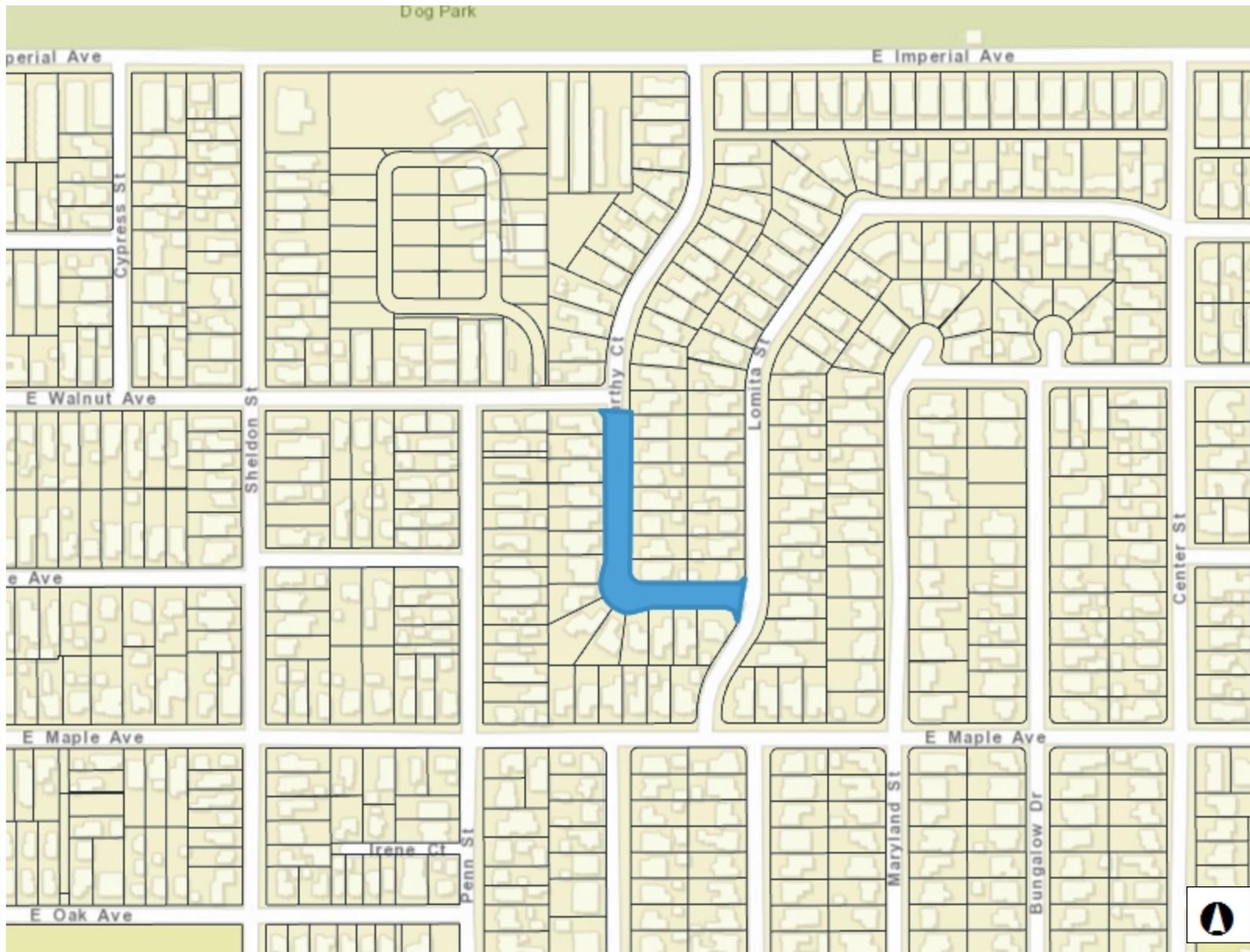
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Location Map

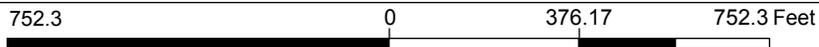
McCarthy Court Street Improvement Project



Legend

- City Boundary
- 800 block McCarthy Court

Notes



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**PW 19-10
McCarthy Court Street Improvement Project
Before and After Pictures**

Before – Uplifted sidewalk and sinking parkway



After



Before – Asphalt driveway and uplifted sidewalk



After



Before – Uplifted sidewalk and uneven parkway



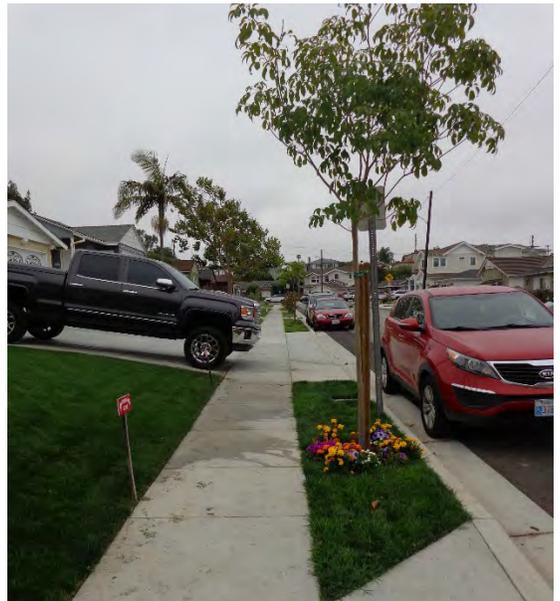
After



Before – Uplifted sidewalk, uneven parkway



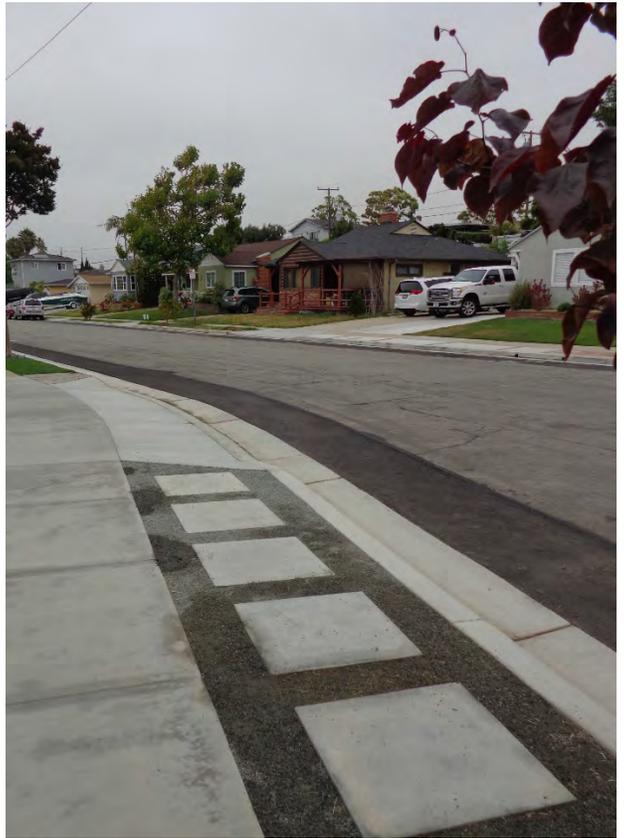
After



Before – Curb only, no gutter



After –
Curb and gutter both sides of street



AGENDA DESCRIPTION:

Accept as complete the Walnut Avenue Drainage and Street Improvements Project (Project No. PW 19-09).

RECOMMENDED COUNCIL ACTION:

1. Accept the construction and inspection work for Walnut Avenue Drainage and Street Improvements Project (Project No. PW 19-09) as complete;
2. Authorize the City Clerk to file a Notice of Completion with the County Recorder's Office

ATTACHED SUPPORTING DOCUMENTS:

1. Notice of Completion
2. Vicinity Map
3. Location Map
4. Before and After Pictures

FISCAL IMPACT: Included in the adopted budget

Amount Budgeted: \$297,510
Additional Appropriation: No
Account Number(s): \$239,392 from 301-400-8205-8216 (Walnut Avenue Drainage Project)
\$58,118 from 001-400-4302-6215 (Storm Drain Repairs)

STRATEGIC PLAN:

Goal: 4 Develop Quality Infrastructure and Technology
Objective: A El Segundo's physical infrastructure supports an appealing, safe, and effective City

ORIGINATED BY: Floriza Rivera, Principal Civil Engineer 

REVIEWED BY: Mark Watkins, Interim Public Works Director 

APPROVED BY: Scott Mitnick, City Manager 

BACKGROUND AND DISCUSSION:

On January 21, 2020, Council awarded a construction contract to Palp, Inc. DBA Excel Paving Company in the amount of \$217,400 and approved construction contingency amount of \$53,740 that included \$32,000 for the additional Palm Ave. and Hillcrest St. drainage improvement. Construction began March 18, 2020 and was completed on July 8, 2020 with change orders issued for additional repair for sidewalk, driveway approach, and catch basin. The project installed a

catch basin and storm drain pipe to improve street drainage. It also installed a longitudinal gutter across Walnut Avenue, removed curb and replaced it with curb and gutter, removed and replaced driveway approaches, and repaired damaged sidewalk. At the Palm Ave./Hillcrest St. intersection, the project installed a longitudinal gutter.

Staff respectfully recommends that Council accept the work performed by Palp, Inc. DBA Excel Paving Company for the Walnut Avenue Drainage and Street Improvements Project and authorize the City Clerk to file a Notice of Completion with the County Recorder's office. The unspent budgeted amount will return to the General Fund.

Accounting Summary:

Palp, Inc. DBA Excel Paving Company bid cost	\$217,400.00
Change Orders	\$52,252.75
Construction Inspection	\$26,370.00
Total Construction Cost	\$296,022.75

Project Budget	\$297,510.00
Less Advertising Cost	-\$1,008.00
Less Total Construction Cost	<u>-\$296,022.75</u>
Remaining Unspent Funds	\$479.25

**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: Walnut Avenue Drainage and Street Improvement Project

Project No. PW 19-09 Contract No. 5844

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 July 8, 2020. The work done was: Walnut Avenue Drainage and Street Improvement Project
6. On August 18, 2020, 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: Palp, Inc. dba Excel Paving Company
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: The 500 block of E. Walnut Ave., between Sheldon St. and Penn St.
9. The street address of said property is: None

Dated: _____

Mark Watkins
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.

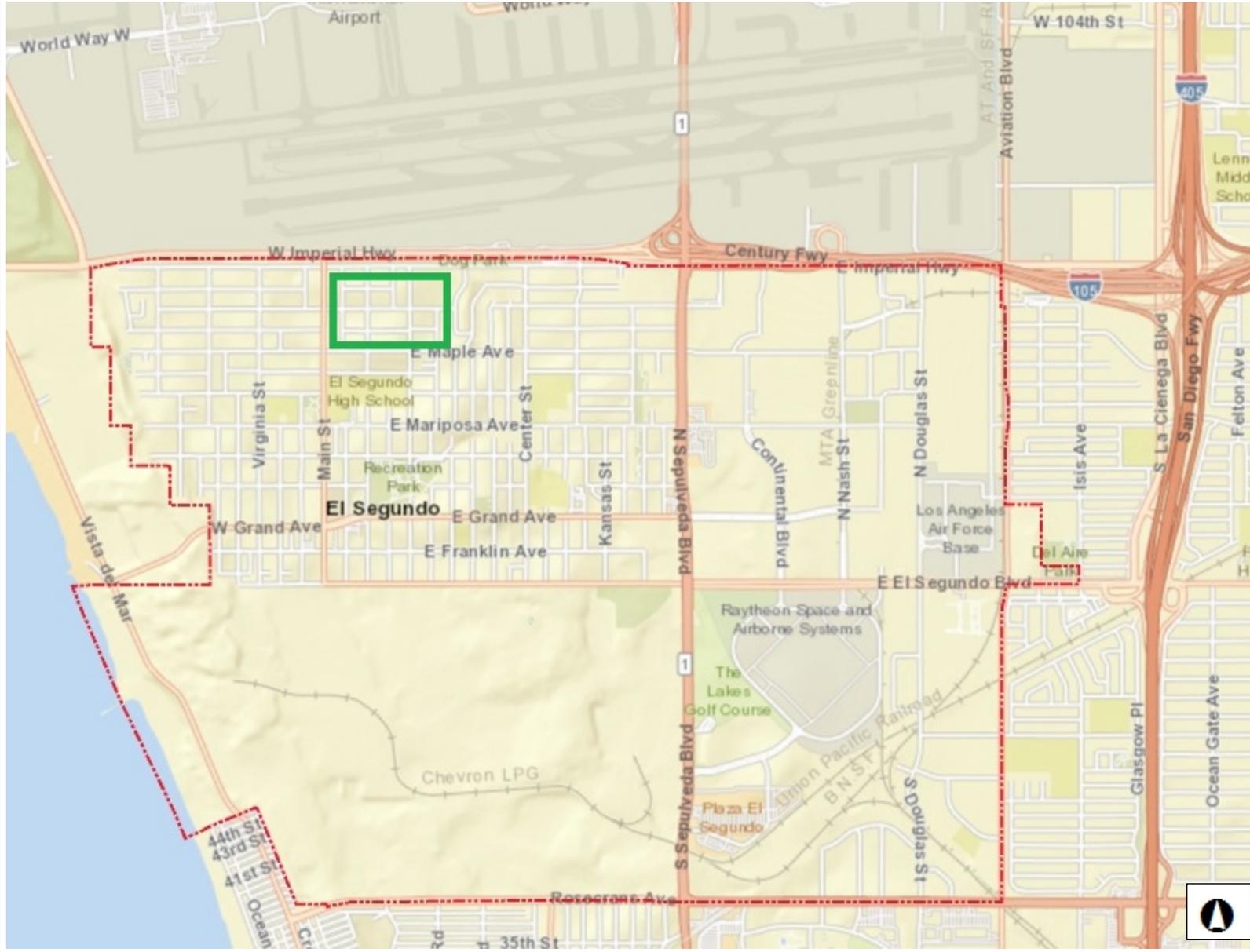
Executed on _____, 2020 at El Segundo, California.

Mark Watkins
Public Works Director



Vicinity Map

Walnut Ave. Storm Drain and Street Improvements Project



Legend

-  City Boundary
-  Project Region

Notes

6,018.7 0 3,009.33 6,018.7 Feet

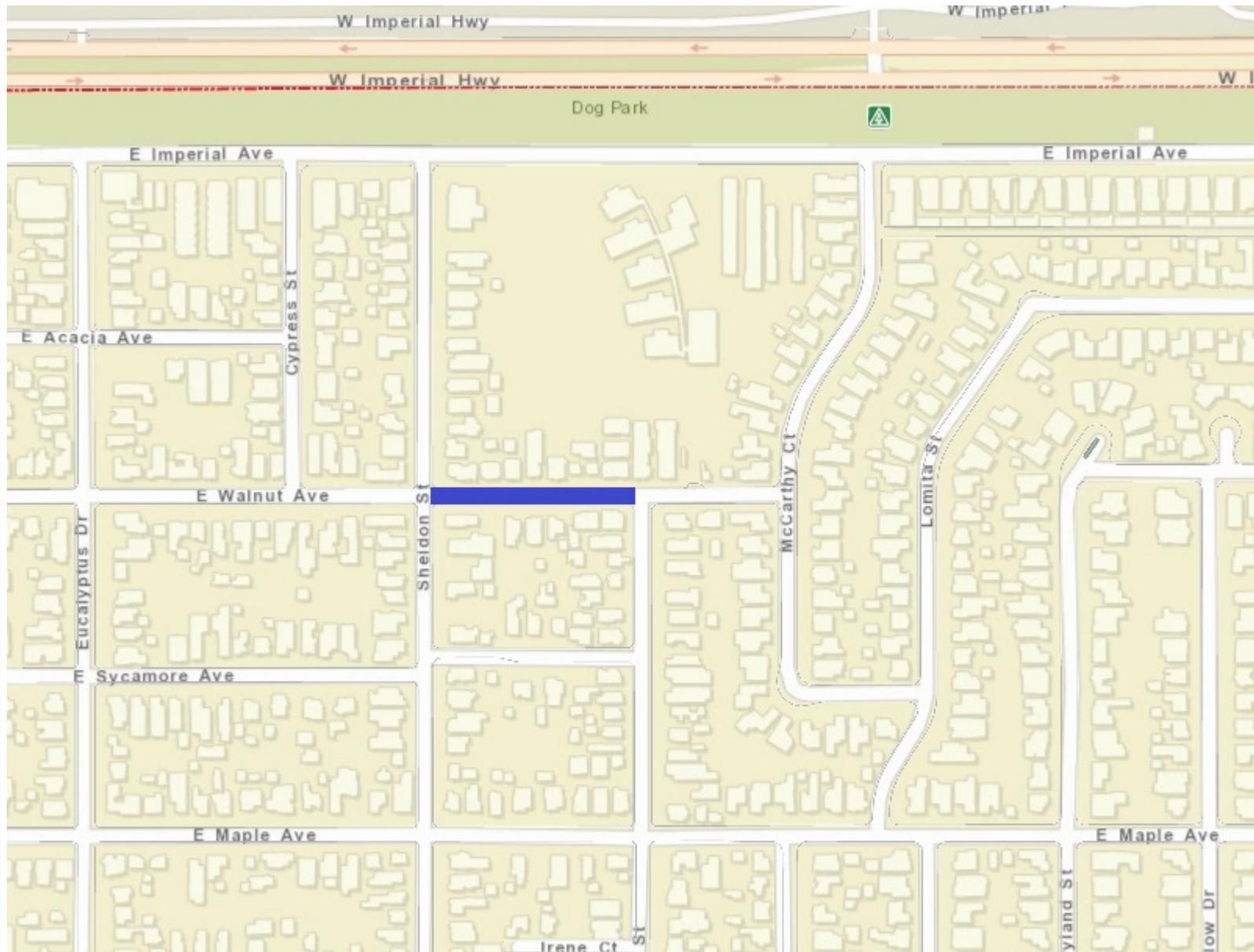
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Location Map

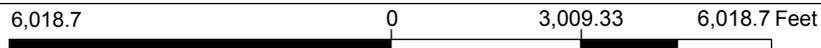
Walnut Ave. Storm Drain and Street Improvements Project



Legend

- City Boundary
- 500 Block E. Walnut Avenue

Notes



WGS_1984_Web_Mercator_Auxiliary_Sphere

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**PW 19-09
Walnut Drainage and Street Improvement Project
Before and After Pictures**

500 Block E. Walnut South Side –
Before, looking west.



During, looking east.
New storm drain lateral.



After, looking east.
New curb and gutter.



E. Walnut Ave. at Sheldon St. Before



After – new crossgutter and catchbasin.



After – catchbasin interior includes a connector pipe screen to prevent debris from entering the storm drain system. Painted staff gauge on the right allows the amount of debris to be measured.



AGENDA DESCRIPTION:

Award a standard Public Works Contract to Hardy and Harper, Inc. for construction and a standard Professional Services Agreement to KOA for inspection for the FY 19/20 Pavement Rehabilitation Project (Project No. PW 20-01).

RECOMMENDED COUNCIL ACTION:

1. Appropriate \$144,678 from SB-1 fund;
2. Waive the minor irregularity in the bid from Hardy and Harper, Inc.;
3. Authorize the City Manager to execute a standard Public Works Contract in a form approved by the City Attorney with Hardy and Harper, Inc. in the amount of \$312,000 for the FY 19/20 Pavement Rehabilitation Project (Project No. PW 20-01) and authorize an additional \$52,739 for additional work and construction-related contingencies; and,
4. Authorize the City Manager to execute a standard Professional Services Agreement in a form as approved by the City Attorney with KOA in the amount of \$57,209.93 for construction inspection services for the FY 19/20 Pavement Rehabilitation Project (Project No. PW 20-01), and authorize an additional \$5,721 for construction-inspection-related contingencies;

ATTACHED SUPPORTING DOCUMENTS:

1. Vicinity Map
2. Location Map
3. Pictures of Existing Project Conditions

FISCAL IMPACT: Included in adopted budget

Amount Budgeted: \$284,000
Additional Appropriation: Yes, \$144,678 from SB-1 fund
Account Number(s): # 128-400-0000-8383 (SB-1 Expenditures)

STRATEGIC PLAN:

Goal: 4 Develop Quality Infrastructure and Technology
Objective: A El Segundo's physical infrastructure supports an appealing, safe, and effective City

ORIGINATED BY: Floriza Rivera, Principal Civil Engineer

REVIEWED BY: Mark Watkins, Interim Public Works Director

APPROVED BY: Scott Mitnick, City Manager *BM (for sm)*

BACKGROUND AND DISCUSSION:

On June 16, 2020, City Council adopted the plans and specifications for the FY 19/20 Pavement Rehabilitation Project (Project) to repair the following streets with a 2" removal and replacement (R&R) strategy, along with R&R of severely deteriorated pavement areas:

- E. Imperial Avenue from McCarthy Court to California Street
- E. Pine Avenue from Arena Street to Center Street
- California Street from W. Imperial Highway to its south cul-de-sac.

On November 12, 2019, the City Clerk received and opened six bids as follows:

1. Hardy and Harper, Inc.	\$312,000.00
2. Palp, Inc. DBA Excel Paving Company	\$329,733.50
3. Copp Contracting, Inc.	\$331,587.40
4. All American Asphalt	\$352,222.00
5. Sully Miller Contracting Co.	\$359,999.00
6. Toro Construction	\$393,532.38

The lowest responsive and responsible bidder is Hardy and Harper, Inc. Staff checked the contractor's references and license status. They have satisfactorily completed similar projects for the Cities of Chino Hills, Dana Point, Inglewood, and San Clemente, and their license is in good standing. Hardy and Harper, Inc. has also previously worked on last year's City Pavement Rehabilitation project.

Staff noticed the contractor bid more than 5% of the total bid amount for Bid Item #1 (Mobilization and Demobilization including traffic control), although the project specifications state that the bid item shall not exceed 5% of the total bid. Staff investigated and concluded this minor discrepancy is inconsequential and it does not affect the bid amount nor give the bidder an advantage over others.

In an abundance of caution; however, staff recommends the following item be identified as a minor irregularity and waived by the City Council:

1. The lowest bidder, Hardy and Harper, Inc. bid more than 5% of the total bid amount for Bid Item #1.

In addition to the recommended 10% construction contingency (\$31,200), staff requests \$22,547 be added to the contract award to address striping concerns in other areas of the City and to make use of economies of scale and the low bid amount, listed below. With less traffic on city streets as a result of the Covid-19 precautions, the Street Maintenance Supervisor found many of these striping issues easier to notice and investigate.

1. Main Street between Pine Avenue and Palm Avenue: double-yellow centerline
2. Northbound Eucalyptus Drive at Holly Avenue: STOP bar and limit line
3. Joslyn Center/Recreation Park south parking lot: white parking stalls and pavement markings
4. Northbound Washington Street at Holly Avenue: STOP bar and limit line

5. Douglas Street from 605 Douglas Street to Park Place: lane, crosswalk, and arrow striping, as well as pavement markings
6. Transit Way south of 605 Douglas Street: lane, crosswalk, and arrow striping
7. Aviation Blvd. from Imperial Highway to Rosecrans Boulevard: City boundary markers

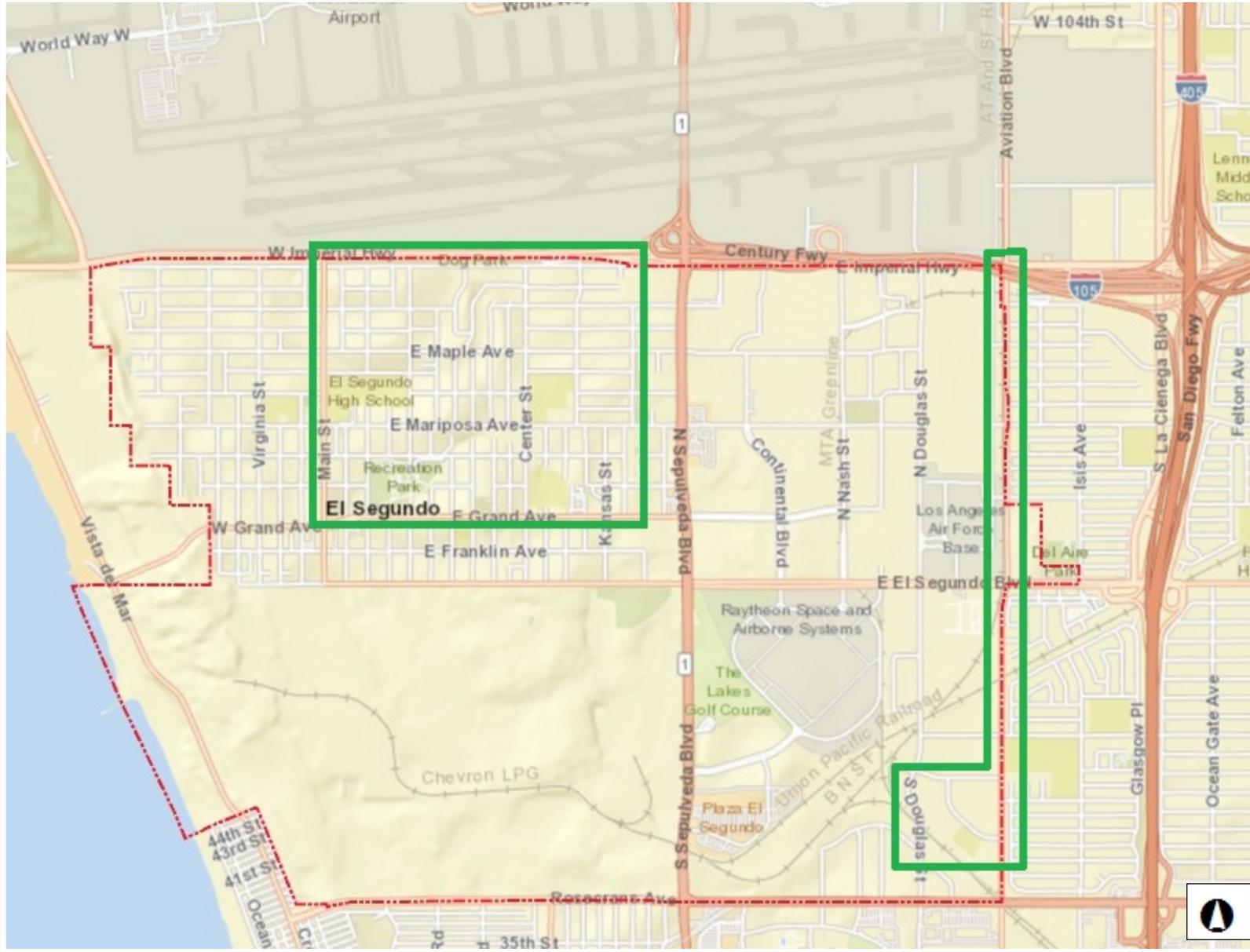
Staff solicited an inspection proposal from KOA with whom the City has a current on-call paving project inspection contract. KOA has provided inspection and testing services on resurfacing projects for the City over the past few years and staff finds them to be competent and professional, and their rates appropriate for the services to be provided.

The paving project was originally budgeted in SB-1 (Senate Bill 1 of 2017, the “Road Repair and Accountability Act”) fund and other Metro grant local return in the adopted budget. However, the SB-1 fund for the last pavement project wasn’t fully distributed to the City at time of construction and other expiring grant fund had to be spent first instead of the SB-1 fund for the last paving project. Therefore, there is sufficient SB-1 fund to fully cover this project without the need of other funding source if council approve the additional appropriation of \$144,678 from SB-1 fund.

Therefore, staff respectfully suggests that City Council approve the recommended actions as noted. With Council’s authorization, construction is anticipated to commence in late September and be completed in November 2020.



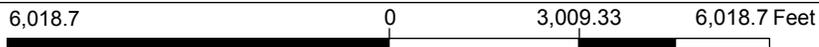
Vicinity Map FY 19/20 Pavement Rehabilitation



Legend

- City Boundary
- Project Region

Notes



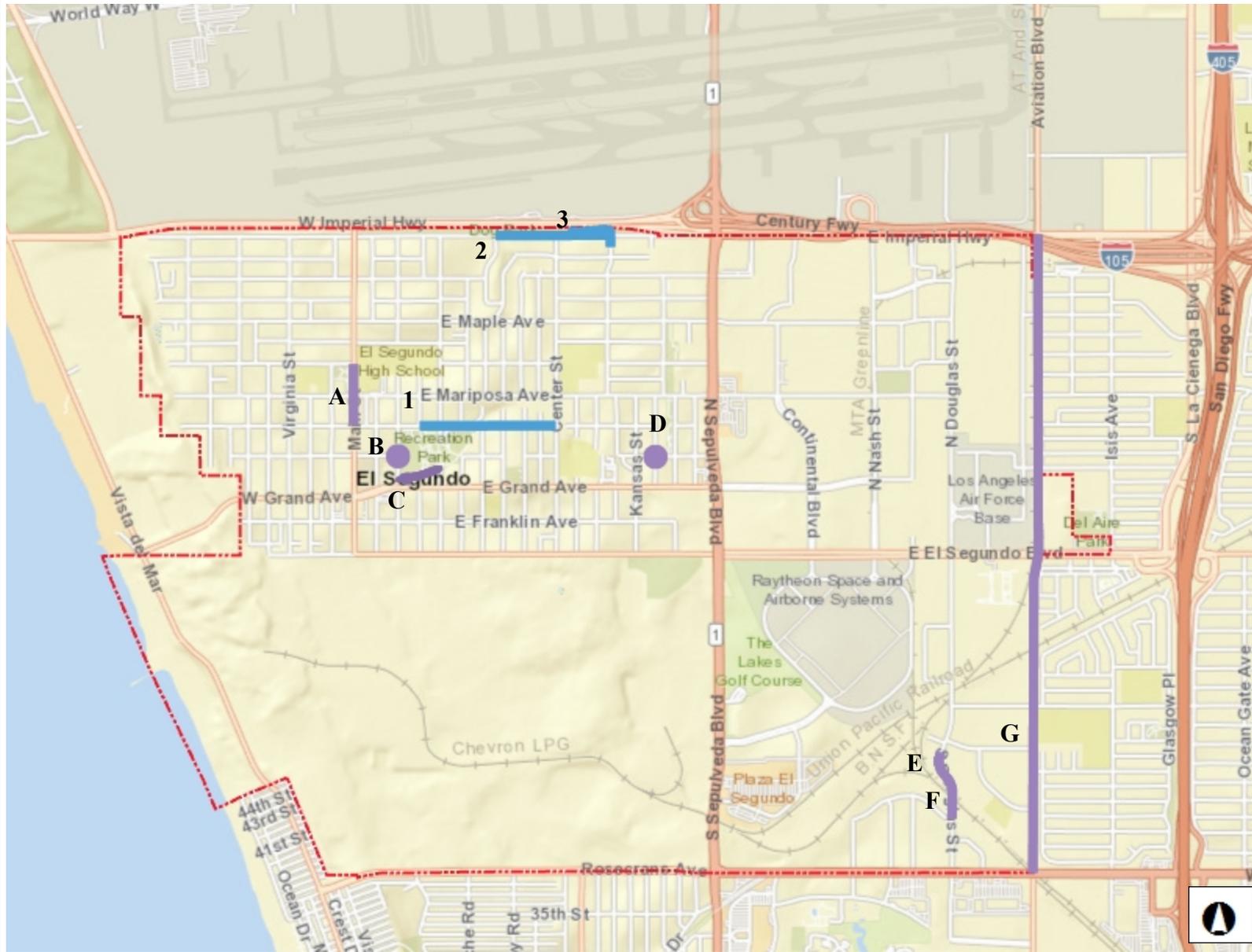
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DISCLAIMER: The information shown on this map was compiled from different GIS sources. The land base and facility information on this map is for display purposes only and should not be relied upon without independent verification as to its accuracy.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



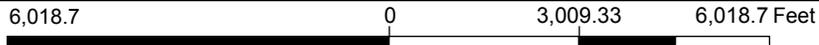


Location Map FY 19/20 Pavement Rehabilitation



- Legend**
- City Boundary
 - Streets to be paved
 1. E. Imperial Ave. - McCarthy Ct. to California St.
 2. E. Pine Ave. - Arena St. to Center St.
 3. California Street - Imperial Hwy. to Imperial Ave.
 - Additional striping areas
 - A. Main St. from Palm Ave. to Pine Ave.
 - B. Northbound Eucalyptus Dr. at Holly Ave.
 - C. Joslyn Center Parking Lot
 - D. Northbound Washington St. at Holly Ave.
 - E. Douglas St. from 605 Douglas St. to Park Pl.
 - F. Transit Way south of 605 Douglas St
 - G. Aviation Blvd. boundary line from Imperial Hwy to Rosecrans Blvd.

Notes



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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.

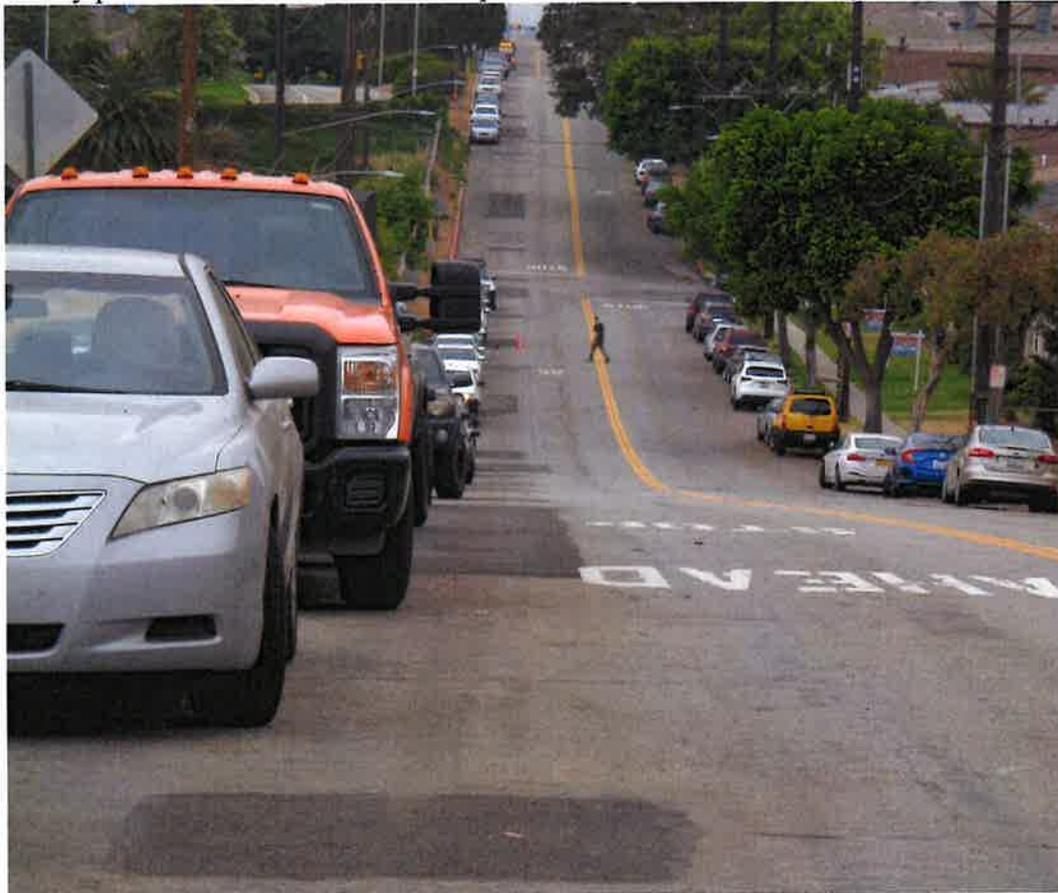
PW 20-01

Existing Conditions, E. Imperial Avenue between McCarthy Court and California Street:

E. Imperial Avenue at McCarthy Court, looking east.



Utility patches on north side of E. Imperial Avenue from McCarthy Court to California Street.



E. Imperial Avenue at Center Street, looking east.



E. Imperial Avenue at Center Street, looking east.



Existing Conditions, E. Pine Avenue between Arena Street and Center Street:

E. Pine Avenue near Center Street, looking east.



E. Pine Avenue looking west at Lomita Street/Pine Avenue intersection.



E. Pine Avenue looking east at Sierra Place/Pine Avenue intersection.



Example Expected Project Results:

Picture shown is section of California Street from PW 19-01 Pavement Rehabilitation Project



AGENDA DESCRIPTION:

Authorize the City Manager to execute a Transfer Agreement between the Los Angeles County Flood Control District and the City of El Segundo for the Safe Clean Water Program annual disbursement.

RECOMMENDED COUNCIL ACTION:

1. Authorize the City Manager to execute a Transfer Agreement between the Los Angeles County Flood Control District and the City of El Segundo for the Safe Clean Water Program annual disbursement.

ATTACHED SUPPORTING DOCUMENTS:

Transfer Agreement between the Los Angeles County Flood Control District and El Segundo, Agreement No. 2020MP26, Safe, Clean Water Program – Municipal Program

FISCAL IMPACT:

Grant Revenue of approximately \$850,000 annually

STRATEGIC PLAN:

Goal:	4	Develop Quality Infrastructure and Technology
Objective:	A	El Segundo's physical infrastructure supports an appealing, safe, and effective City

ORIGINATED BY: Cheryl Ebert, Senior Civil Engineer *CE*
REVIEWED BY: Mark Watkins, Interim Public Works Director *MW*
Joe Lillio, Finance Director
APPROVED BY: Scott Mitnick, City Manager *SM (for SM)*

BACKGROUND AND DISCUSSION:

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

1. Ten percent (10%) shall be allocated to the District for implementation and administration of Programs and Projects.
2. Forty percent (40%) shall be allocated to municipalities in the District, in the same proportion as the amount of revenues collected with the municipality.
3. Fifty percent (50%) shall be allocated to pay for the implementation, operation and maintenance, and the administration of Projects and Programs implemented through Regional Programs.

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

In FY 2019-2020, the District has collected the special parcel tax and is prepared to distribute after the Transfer Agreement is executed, with an estimated annual revenue to the City of El Segundo of \$850,000. City staff are preparing the required annual plan to submit to the District and anticipates to use half of the funds in the Dominguez Channel Watershed (area east of PCH) and the other half in the Santa Monica Bay Watershed (area west of PCH). Municipalities shall be able to carry over uncommitted funds for up to five (5) years from the end of the fiscal year for larger projects the municipality may be planning. Any lapsed funds shall be returned to the District to be reallocated to projects or programs that benefit that municipality or watershed area.

Staff respectfully recommends Council authorize the City Manager to execute the Transfer Agreement between the Los Angeles County Flood Control District and El Segundo, Agreement No. 2020MP26, Safe, Clean Water Program – Municipal Program.

**TRANSFER AGREEMENT BETWEEN
THE LOS ANGELES COUNTY FLOOD CONTROL DISTRICT
AND
EL SEGUNGO
AGREEMENT NO. 2020MP26
SAFE, CLEAN WATER PROGRAM – MUNICIPAL PROGRAM**

This Transfer Agreement, hereinafter referred to as "Agreement," is entered into as of June 29, 2020 by and between the Los Angeles County Flood Control District, hereinafter referred to as "District," and El Segundo, hereinafter referred to as "Municipality."

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

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

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

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

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

I. DEFINITIONS

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

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

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

"Code" means the Los Angeles County Flood Control District Code.

“Days” means calendar days unless otherwise expressly indicated.

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

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

“Year” means calendar year unless otherwise expressly indicated.

II. PARTY CONTACTS

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

Los Angeles County Flood Control District		Municipality: El Segundo	
Name:		Name:	
Address:		Address:	
Phone:		Phone:	
Email:		Email:	

Either party to this Agreement may change the individual identified as the primary point of contact above by providing written notice of the change to the other party.

III. EXHIBITS INCORPORATED BY REFERENCE

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

EXHIBIT A – ANNUAL PLAN CONTENTS

EXHIBIT B – GENERAL TERMS AND CONDITIONS

EXHIBIT C – NATURE-BASED SOLUTIONS (Best Management Practices)

EXHIBIT D – OPERATIONS AND MAINTENANCE GUIDANCE DOCUMENT

IV. MUNICIPAL PROGRAM IMPLEMENTATION

- A. The Municipality shall annually prepare and submit to the District, an Annual Plan. The Annual Plan for the 2020-21 Fiscal Year shall be submitted to the District no later than 45-days after the execution of this Agreement by the last party to sign. An Annual Plan for each subsequent Fiscal Year shall be submitted not later than 90-days prior to the start of the Fiscal Year for which the Plan is prepared.
- B. The Municipality shall utilize the SCW Program Payments in compliance with Chapters 16 and 18 of the Code.
- C. The Municipality shall comply with the terms and conditions in Exhibits B, C, and D, of this Agreement, and all applicable provisions of Chapters 16 and 18 of the Code, specifically including, without limitation, Section 18.06.

V. SCW PROGRAM PAYMENTS TO MUNICIPALITIES

- A. The District shall disburse the Municipality's SCW Program Payment for the 2020-21 Fiscal Year within 45-days of the signed executed Agreement or within 14-days of the District's receipt of the Annual Plan for 2020-21 Fiscal Year in compliance with Exhibit A, whichever comes later. The initial disbursement of SCW Program Payments shall include the amount of revenue collected by the District at the time of Agreement execution; any additional funds that are subsequently collected will be disbursed by August 31, 2020.
- B. SCW Program Payments in subsequent Fiscal Years will generally be available for disbursement by August 31, provided a duly executed transfer agreement is in effect and subject to the Municipality's compliance with the conditions described in paragraph C, below; however the District may, in its discretion, change the date and number of the actual disbursements for any Fiscal Year based on the amount and timing of revenues actually collected by the District.
- C. For subsequent Fiscal Years, the District shall disburse the Municipality's SCW Program Payment upon satisfaction of the following conditions: (1) the District has received the Annual Progress/Expenditure Report required pursuant to Section 18.06.D of the Code; (2) the District has received Municipality's Annual Plan for that Fiscal Year, and (3) the Municipality has complied with the audit requirements of Section B-6 of Exhibit B.
- D. Notwithstanding any other provision of this Agreement, no disbursement shall be made at any time or in any manner that is in violation of or in conflict with federal, state, County laws, policies, or regulations.
- E. All disbursements shall be subject to and be made in accordance with the terms and conditions in this Agreement and Chapters 16 and 18 of the Code.

VI. Term of Agreement

This Agreement shall expire at the end of the 2023-24 Fiscal Year. The parties shall thereafter enter into a new agreement based on the most recent standard template agreement approved by the Board.

VII. Execution of Agreement

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

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

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

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

EL SEGUNDO

By: _____

Name:

Title:

Date: _____

LOS ANGELES COUNTY
FLOOD CONTROL DISTRICT:

By: _____

Name:

Title:

Date: _____

EXHIBIT A – ANNUAL PLAN CONTENTS

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

EXHIBIT B – GENERAL TERMS AND CONDITIONS

B-1. Accounting and Deposit of Funding Disbursement

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

B-2. Acknowledgement of Credit and Signage

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

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

B-3. Acquisition of Real Property - Covenant

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

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

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

B-4. Amendment

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

B-5. Assignment

The Municipality shall not assign this Agreement.

B-6. Audit and Recordkeeping

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

Every Third Fiscal Year		
Fiscal Year	Audit Begins	Audit Report Due to District
2020-21	7/1/2023	No later than 3/31/2024

4. Upon reasonable advanced request, the Municipality shall permit the Chief Engineer to examine the infrastructure Projects using SCW Program Payments. The Municipality shall permit the authorized District representative, including the Auditor-Controller, to examine, review, audit, and transcribe any and all audit

reports, other reports, books, accounts, papers, maps, and other records that relate to the SCW Program Payments. Examination activities are considered District administration of the SCW Program.

5. Expenditures determined by an audit to be in violation of any provision of Chapters 16 or 18 of the Code, or of this Agreement, shall be subject to the enforcement and remedy provisions of Section 18.14 of the Code.

B-7. Availability of Funds

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

B-8. Choice of Law

The laws of the State of California govern this Agreement.

B-9. Claims

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

B-10. Compliance with SCW Program

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

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

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

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

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

B-13. Disputes

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

If the matter has not been resolved through the process set forth in the preceding paragraph, any party may initiate mediation of the dispute. Mediation will be before a retired judge or mediation service mutually agreeable to the parties. All costs of the mediation, including mediator fees, will be paid one-half by the District and one-half by the Municipality. SCW Program Payments shall not be used to pay for any costs of the mediation.

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

B-14. Final Inspection and Certification of Registered Professional

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

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

B-15. Force Majeure.

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

B-16. Funding Considerations and Exclusions

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

B-17. Indemnification

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

B-18. Independent Actor

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

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

B-19. Integration

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

B-20. Lapsed Funds

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

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

B-21. Municipal Project Access

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

B-22. Non-Discrimination

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

B-23. No Third-Party Rights

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

B-24. Notice

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

B-25. Municipality's Responsibility for Work

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

B-26. Reporting

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

1. Annual Progress/Expenditure Reports. The Municipality shall submit Annual Progress/Expenditure Reports, using a format provided by the District, within six (6) months following the end of the Fiscal Year to the District to detail the activities of the prior year. The Annual Progress/Expenditure Reports shall be posted on the District's publicly accessible website and on the Municipality's website. The Annual Progress/Expenditure Report shall include:
 - a. Amount of funds received;
 - b. Breakdown of how the SCW Program Payment has been expended;
 - c. Documentation that the SCW Program Payment was used for eligible expenditures in accordance with Chapters 16 and 18 of the Code;
 - d. Description of activities that have occurred, milestones achieved, and progress made to date, during the applicable reporting period including comparison to the Annual Plan and corresponding metrics;
 - e. Discussion of any existing gaps between what was planned and what was achieved for the prior year, include any lessons learned;
 - f. Description of the Water Quality Benefits, Water Supply Benefits, and Community Investment Benefits and a summary of how SCW Program Payments have been used to achieve SCW Program Goals for the prior year, including graphical representation of available data and specific metrics to demonstrate the benefits being achieved through the years' investments.
 - g. Discussion of alignment with other local, regional, and state efforts, resources, and plans, as applicable. This includes discussion of opportunities for addressing additional SCW Program Goals, leveraging SCW Program Goals, and increasing regional capacity to supplement the SCW Program.
 - h. Additional financial or Project-related information in connection with activity funded in whole or in part using SCW Program Payments as required by the District.
 - i. Certification from a California Registered Professional (Civil Engineer or Geologist, as appropriate), that projects implemented with SCW Program Payments were conducted in accordance with Chapters 16 and 18 of the Code.

- j. Report on annual and total (since inception of program) benefits provided by programs and projects funded by SCW Program Payment. This includes comparisons to annual plans and alignment with corresponding specific quantitative targets and metrics (note that SCW Reporting Module will facilitate calculation of benefits and graphical representation of pertinent data):
 - i. Annual volume of stormwater captured and treated
 - ii. Annual volume of stormwater captured and reused
 - iii. Annual volume of stormwater captured and recharged to a managed aquifer
 - iv. Annual creation, enhancement, or restoration of Community Investment Benefits. If none, discuss considerations explored and reasons to not include.
 - v. Annual acreage increases in Nature-Based Solutions and claimed level of NBS (with matrix demonstrating determination of good, better, best, as outlined in Exhibit C). If none, discuss considerations explored and reasons to not include.
 - vi. Annual expenditures providing DAC Benefits. If none, discuss considerations explored and reasons to not include.
2. Documentation of the Community Outreach and Engagement utilized for and/or achieved with the SCW Program Payment described in the Annual Plan Exhibit A. This information must be readily accessible to members of the public.
3. As Needed Information or Reports. The Municipality agrees to promptly provide such reports, data, and information as may be reasonably requested by the District including, but not limited to material necessary or appropriate for evaluation of the SCW Program or to fulfill any reporting requirements of the County, state or federal government.

B-27. Representations, Warranties, and Commitments

The Municipality represents, warrants, and commits as follows:

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

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

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

B-28. Travel

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

B-29. Unenforceable Provision

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

B-30. Withholding of Disbursements and Material Violations

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

1. The Municipality has violated any provision of this Agreement; or

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

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

Municipalities shall consider incorporation of Nature-based solutions (NBS) into their projects. NBS refers to the sustainable management and use of nature for undertaking socio-environmental challenges, including climate change, water security, water pollution, food security, human health, and disaster risk management. As this environmental management practice is increasingly incorporated into projects for the SCW Program, this guidance document may be expanded upon to further quantify NBS practices based on benefits derived from their incorporation on projects.

The SCW Program defines NBS as a Project that utilizes natural processes that slow, detain, infiltrate or filter Stormwater or Urban Runoff. These methods may include relying predominantly on soils and vegetation; increasing the permeability of Impermeable Areas; protecting undeveloped mountains and floodplains; creating and restoring riparian habitat and wetlands; creating rain gardens, bioswales, and parkway basins; enhancing soil through composting, mulching; and, planting trees and vegetation, with preference for native species. NBS may also be designed to provide additional benefits such as sequestering carbon, supporting biodiversity, providing shade, creating and enhancing parks and open space, and improving quality of life for surrounding communities. NBS include Projects that mimic natural processes, such as green streets, spreading grounds and planted areas with water storage capacity. NBS may capture stormwater to improve water quality, collect water for reuse or aquifer recharge, or to support vegetation growth utilizing natural processes.

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



METHODS	GOOD	BETTER	BEST
Vegetation/Green Space	Use of climate-appropriate, eco-friendly vegetation (groundcover, shrubs, and trees) / green space 5%-15% covered by new climate-appropriate vegetation	Use of native, climate-appropriate, eco-friendly vegetation (groundcover, shrubs, and trees) / green space 16%-35% covered by new native vegetation	Establishment of plant communities with a diversity of native vegetation (groundcover, shrubs, and trees) / green space that is both native and climate-appropriate More than 35% covered by new native vegetation
Increase of Permeability	Installation of vegetated landscape – 25%-49% paved area removed Redesign of existing impermeable surfaces and/or installation of permeable surfaces (e.g. permeable pavement and infiltration trenches)	Installation of vegetated landscape – 50%-74% paved area removed Improvements of soil health (e.g., compaction reduction)	Installation of vegetated landscape – 75%-100% paved area removed Creation of well-connected and self-sustained natural landscapes with healthy soils, permeable surfaces, and appropriate vegetation
Protection of Undeveloped Mountains & Floodplains	<ul style="list-style-type: none"> • Preservation of native vegetation • Minimal negative impact to existing drainage system 	<ul style="list-style-type: none"> • Preservation of native vegetation • Installation of new feature(s) to improve existing drainage system 	<ul style="list-style-type: none"> • Creation of open green space • Installation of features to improve natural hydrology
Creation & Restoration of Riparian Habitat & Wetlands	<ul style="list-style-type: none"> • Partial restoration of existing riparian habitat and wetlands • Planting of climate appropriate vegetation - between 11 and 20 different climate-appropriate or native plant species newly planted • No potable water used to sustain the wetland 	<ul style="list-style-type: none"> • Full restoration of existing riparian habitat and wetlands • Planting of native vegetation - between 21 and 40 different native plant species newly planted • No potable water used to sustain the wetland 	<ul style="list-style-type: none"> • Full restoration and expansion of existing riparian habitat and wetlands Planting of plant communities with a diversity of native vegetation – between 41 and 50 different native plant species newly planted • No potable water used to sustain the wetland

<p>New Landscape Elements</p>	<p>Elements designed to capture runoff for other simple usage (e.g. rain gardens and cisterns), capturing the 85th percentile 24-hour storm event for at least 50% of the entire parcel</p>	<p>Elements that design to capture/redirect runoff and filter pollution (e.g. bioswales and parkway basins), capturing the 85th percentile 24-hour storm event from the entire parcel</p>	<p>Large sized elements that capture and treat runoff to supplement or replace existing water systems (e.g. wetlands, daylighting streams, groundwater infiltration, floodplain reclamation), capturing the 90th percentile 24-hour storm event from the entire parcel and/or capturing off-site runoff</p>
<p>Enhancement of Soil</p>	<p>Use of soil amendments such as mulch and compost to retain moisture in the soil and prevent erosion Planting of new climate-appropriate vegetation to enhance soil organic matter</p>	<p>Use of soil amendments such as mulch and compost that are locally generated to retain moisture in the soil, prevent erosion, and support locally based composting and other soil enhancement activities Planting of new native, climate-appropriate vegetation to enhance soil organic matter</p>	<p>Use of soil amendments such as mulch and compost that are locally generated, especially use of next-generation design with regenerative adsorbents (e.g. woodchips, biochar) to retain moisture in the soil, prevent erosion, and support on-site composting and other soil enhancement activities Planting of new native, climate appropriate vegetation to enhance soil organic matter</p>

EXHIBIT D – OPERATIONS AND MAINTENANCE GUIDANCE DOCUMENT

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

1. Litter Control

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

2. Vegetation Maintenance

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

- Weed and nuisance plant control
- Removal of aquatic vegetation (e.g. algae and primrose) using appropriate watercraft and harvesting equipment
- Wildflower and meadow maintenance
- Grass, sedge, and yarrow management
- Removal of unwanted hydroseed

3. Wildlife Management

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

4. Facility Inspection

- Inspect project sites for rodent and insect infestations on a regular basis
- Inspect for and report graffiti in shelter houses, viewing stations, benches, paving surfaces, walls, fences, and educational and directional signs
- Inspect facilities for hazardous conditions on roads and trails (e.g. access roads and trails, decomposed granite pathways, and maintenance roads)
- Inspect shade structures for structural damage or defacement
- Inspect hardscapes
- Inspect and maintain interpretive and informational signs
- Inspect site furnishings (e.g. benches, hitching posts, bicycle racks)
- Maintain deck areas (e.g. benches, signs, decking surfaces)
- Visually inspect weirs and flap gates for damage; grease to prevent locking.
- Inspect all structures after major storm events, periodically inspect every 3 months, and operate gates through full cycles to prevent them from locking up.

5. Irrigation System Management

- Ensuring automatic irrigation controllers are functioning properly and providing various plant species with proper amount of water.
 - Cycle controller(s) through each station manually and automatically to determine if all facets are functioning properly.
 - Inspection should be performed at least monthly.
 - Recover, replace, or refasten displaced or damaged valve box covers.
 - Inspect and repair bubbler heads.

- Repair and replace broken drip lines or emitters causing a loss of water (to prevent ponding and erosion).
 - Maintain drip system filters to prevent emitters from clogging. Inspection and cleaning should occur at least monthly.
 - Inspect and clean mainline filters, wye strainers, basket filters, and filters at backflow devices twice a year.
 - Maintain and check function of the drip system.
- Keeping irrigation control boxes clear of vegetation
 - Operating irrigation system to ensure it does not cause excessively wet, waterlogged areas, and slope failure
 - Utilizing infrequent deep watering techniques to encourage deep rooting, drought tolerant plant characteristics to promote a self-sustaining, irrigation free landscape
 - Determine watering schedules based on season, weather, variation in plant size, and plant varieties. At least four times a year (e.g. change of season), reschedule controller systems.
 - Turn off irrigation systems at the controller at the beginning of the rainy season, or when the soil has a high enough moisture content.
 - Use moisture sensing devices to determine water penetration in soil.

6. Erosion Management and Control

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

7. Ongoing Monitoring Activities

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

8. Vector and Nuisance Insect Control

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

AGENDA DESCRIPTION:

Custodial Services Agreement between the City of El Segundo and Valley Maintenance Corp. for the maintenance of the City of El Segundo's buildings and facilities.

RECOMMENDED COUNCIL ACTION:

1. Authorize the City Manager to execute a Custodial Services Agreement with Valley Maintenance, Corp., in a form approved by the City Attorney for three years with two one-year optional renewal terms at \$213,000 annually for the City of El Segundo's various buildings and facilities. Annual CPI and minimum wage increase apply, total of estimated \$1,176,959 for the duration of the contract.
2. Authorize the City Manager to amend the Valley Maintenance, Corp. Agreement for COVID-19 Emergency Response Services at an additional \$9,450 monthly cost for the duration of the pandemic.

FISCAL IMPACT:

\$213,000 annually; estimated \$1,176,959 for the five-year duration of the contract (three-year term with option for two one-year renewals). Additional \$9,450 monthly for COVID-19 Emergency Response Services. Annual CPI increase and minimum wage increase will apply.

Amount Budgeted: \$213,000 for FY 2020/2021
Additional Appropriation: No
Account Number(s): 001-400-2601-6206 (Government Buildings Contract Services) - \$213,000
001-400-2902-6214 (COVID-19 Emergency Response Services) - \$9,450 monthly

STRATEGIC PLAN:

Goal: 2 Support Community Safety and Preparedness

Objective: A El Segundo is a safe and prepared city.

ENVIRONMENTAL CONSIDERATIONS: Yes (green supplies)

ORIGINATED BY: Jasmine Allen, Senior Management Analyst *ja*

REVIEWED BY: Mark Watkins, Interim Public Works Director *MW*

APPROVED BY: Scott Mitnick, City Manager *SM (for SM)*

BACKGROUND AND DISCUSSION:

The custodial services agreement with City’s current custodial services provider, J & L Building Maintenance Services (J & L), expired on July 31, 2020. During the COVID-19 pandemic and consequent challenges, the City amended the contract a month-to-month extension for up to three months, expiring on October 31, 2020. The current annual cost with J & L is \$245,000.

In order to ensure that the City is receiving competitive rates and services, in February staff released a Request for Proposal (RFP) seeking a three year term with two one-year optional renewal terms for custodial services. Proposals were due on April 3, 2020. Seven firms responded, of which six met the minimum qualifications.

In the first part of the review process a panel consisting of Senior Management Analyst (Public Works), General Services Manager (Public Works), and Facilities Supervisor (Public Works) reviewed each of the proposals and evaluated them based upon key criteria of the RFP, and checked references; proposals ranged from \$213,000 to \$493,000.

The panel invited Valley Maintenance Corp., the top ranked proposer, to continue on to the interview phase. The interview was conducted by the same panel members on June 22, 2020 in City Hall, with the addition of the Interim Public Works Director. The interview consisted of series of fifteen questions specific to the firm’s proposal itself, transition phase, and follow up questions on the answers received.

At the conclusion of the interview process, Valley Maintenance, Corp. remained as the top-rated custodial services provider and the staff was confident they had selected the most qualified firm to service the City buildings and facilities. To note, Valley Maintenance, Corp. was the Custodial Service provider for El Segundo many years ago. The initial cost with Valley Maintenance, Corp. is \$213,000, which is \$32,000 less than the current contract with J & L. Below are the estimated costs for the next 5 years, which includes estimated 5% average annual CPI and minimum wage increase annually:

Estimated Total Contract Amount	
year 1	\$213,000
year 2	\$223,650
year 3	\$234,833
year 4	\$246,574
year 5	\$258,903
5 years Total	\$1,176,959

Staff respectfully recommends the City Council to authorize executing a three-year with two one-year optional renewals agreement with Valley Maintenance, Corp. to provide custodial services, in a form approved by the City Attorney, with an initial annual cost of \$213,000. With an estimated 5% average annual CPI and minimum wage increase per year, the total contract amount would be \$1,176,959.

Additionally, COVID-19 Emergency Response Services will be required. On March 4, 2020, Governor Newsom proclaimed a statewide emergency because of COVID-19; on March 11, 2020, the World Health Organization declared COVID-19 to be a pandemic; on March 13, 2020, President Trump declared a National Emergency; on March 16, 2020, the City of El Segundo declared a local emergency (ratified by the El Segundo City Council on March 17, 2020). The cost for additional cleaning services pertaining to COVID-19 will be \$9,450 monthly.

Staff respectfully recommends the City Council to authorize amending the Valley Maintenance, Corp. contract for COVID-19 Emergency Response Services at an additional \$9,450 monthly cost.

AGENDA DESCRIPTION:

Amendment to Memorandum of Understanding between City of El Segundo and El Segundo Unified School District for Library Services.

RECOMMENDED COUNCIL ACTION:

1. Approve Amendment to Memorandum of Understanding between City of El Segundo and El Segundo Unified School District for Library Services.

ATTACHED SUPPORTING DOCUMENT:

1. Proposed Amendment

FISCAL IMPACT:

\$60,000 revenue for FY 2020-2021 in account 001-300-6105-3762 (ESUSD Library Support)

STRATEGIC PLAN COMPLIANCE:

- Goal:** 1 Enhance Customer Service, Engagement, and Communications
- Objectives:** A El Segundo provides unparalleled service to internal and external customers.
- B El Segundo's engagement with the community ensures excellence.

ORIGINATED BY: Melissa McCollum, Director of Library Services MM

REVIEWED BY: Joe Lillio, Director of Finance JL

APPROVED BY: Scott Mitnick, City Manager (for SM)

BACKGROUND:

The City of El Segundo and El Segundo Unified School District seek to provide re-imagined library services during the upcoming 2020-2021 school year due to the impacts of the pandemic on school and library operations. The El Segundo Public Library is ready to support ESUSD students, families, teachers, and administrators in either a virtual or hybrid learning environment, and will adjust library services as needed throughout the year.

The revised service plan outlined in the amendment reflects a reduction of school library service hours (2066 hours instead of 4800 hours) and service cost (City reimbursed by the ESUSD up to \$60,000 instead of up to \$135,000) for FY 2020-2021. The City of El Segundo and ESUSD will review school library staffing levels for FY 2021-2022 in May 2021.

DISCUSSION:

After consultation with ESUSD Superintendent Dr. Melissa Moore, the El Segundo Public Library proposes focusing on providing school library services for Richmond Street School, Center Street School, and El Segundo Middle School during the period of October 2020 – June 2021. The El Segundo Public Library will continue to support District Librarian Joanne Gen as she takes the lead in providing school library services to El Segundo High School. Examples of planned library services include:

- When full distance learning model is in place, delivering targeted library materials for students and teachers via the Library to Go system at the Main Library, including school library collection materials in response to teachers' requests.
- If/when a hybrid model is possible, the El Segundo Public Library can adjust to school library material classroom book delivery if preferred by the schools. Classroom delivery could consist of 2-3 dozen books on a topic or free reading based on grade level that would be brought to the classroom to use and could be swapped out once a month, or as needed.
- Maintaining and updating the school library book collections, selecting books to add, remove and/or replace. Once circulation at school libraries resumes, checking books in/out, issuing library cards, and answering parent questions about student accounts.
- "Book" a librarian for virtual services that could be delivered via web conferencing, including book discussions or preparing print/digital resource guides for assignments such as L.A. County Landmarks, famous painters, or animal reports.
- Providing additional recorded or live virtual programming, including storytimes (pending copyright clearances), readers' advisory, and database and research instruction.
- Developing additional learning activities, including:
 - Pairing mentor books that fit themes such as diversity, inclusion, hope and resilience with activities such as writing prompts that could be shared in slide shows
 - Reading challenges where students can earn online badges using Beanstack (El Segundo Public Library has a subscription) for tracking reading, submitting book reviews, and completing activities such as reading a book from the perspective of someone that doesn't look like them or recreating a book cover with items around the house
 - Sharing books, resources, or online reading passages to celebrate fun and educational days
 - Developing book brackets where students may vote on their favorite books, authors or topics
 - Encouraging students to write and share their own stories through zines, slide shows, or videos

The ESUSD Board of Education approved the amendment at their meeting on August 4, 2020.



**THIRD AMENDMENT TO MOU NO. 3766
BETWEEN THE CITY OF EL SEGUNDO AND
THE EL SEGUNDO UNIFIED SCHOOL DISTRICT
FOR LIBRARY SERVICES**

THIS THIRD AMENDMENT ("Amendment") is made and entered into this ____ day of August, 2020, by and between the CITY OF EL SEGUNDO, a general law city and municipal corporation existing under the laws of California ("CITY"), and the EL SEGUNDO UNIFIED SCHOOL DISTRICT, a public school district organized pursuant to the California Education Code ("DISTRICT").

RECITALS

- A. CITY and DISTRICT previously entered into that certain Memorandum of Understanding regarding Library Services dated October 16, 2007 (the "MOU").
- B. On or about October 16, 2012, the CITY and DISTRICT entered into a First Amendment to the MOU which extended the term of the MOU to October 16, 2022.
- C. On or about July 1, 2015, the CITY and DISTRICT entered into a Second Amendment to the MOU which further extended the term to June 30, 2025 and revised the terms of the library staff provided by the CITY.
- D. Due to the current Coronavirus (COVID-19) pandemic and the resulting regulations that dictate the operations of public services, including school district operations, the Parties wish to amend the terms of the MOU.

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions contained herein and the MOU, the Parties agree as follows:

- 1. Section 2.08, as amended, is deleted and a new Section 2.08 is added to read as follows:

"Provide library staff" means:

- A. For Fiscal Year 2020-2021, the CITY will provide 2,066 Part-Time Library Assistant hours at a cost of no more than \$60,000 for the fiscal year (the "Not-To-Exceed Amount"). The CITY will oversee and coordinate program operations; hire and train new staff; provide and maintain a shared, web-based catalog for cataloging, access and check-out materials; and, evaluate the ongoing needs of service with each school site Principal and DISTRICT's Librarian.
- B. Although the CITY agrees to pay the salaries of the part-time employees, the DISTRICT agrees to fully reimburse the CITY its costs as described in this MOU up to the Not-To-Exceed Amount.

- C. The CITY and DISTRICT agree to review staffing levels for Fiscal Year 2021-2022 in May 2021.
2. This Amendment may be executed in any number of counterparts, each of which will be an original, but all of which together constitutes one instrument executed on the same date.
 3. Except as modified by this Amendment, all other terms and conditions of MOU No. 3766 will remain the same.

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

CITY OF EL SEGUNDO

EL SEGUNDO UNIFIED SCHOOL DISTRICT

Scott Mitnick,
City Manager

Melissa Moore,
Superintendent

ATTEST:

Tracy Weaver,
City Clerk

APPROVED AS TO FORM:

Mark D. Hensley,
City Attorney

AGENDA DESCRIPTION:

Amend professional services agreement with Management Partners Corp. by \$90,000 to provide consulting services for Human Resources Department.

RECOMMENDED COUNCIL ACTION:

1. Authorize City Manager to execute an amended agreement with Management Partners Corp., for professional consulting services for the Human Resources Department.

ATTACHED SUPPORTING DOCUMENTS:

Exhibit 1: First Amendment (5892A) to Agreement No. 5892

FISCAL IMPACT:

No additional FY 2019-2020 General Fund budget appropriation requested. The original agreement was for \$49,000, bringing the amended total cost to \$139,000. The cost will be absorbed via the existing FY 2019-2020 Human Resources Department budget, as a result of salary and benefits savings.

Amount Budgeted: \$139,000
Additional Appropriation: N/A
Account Number(s): 001-400-2506-6214

STRATEGIC PLAN:

Goal: 5 Champion Economic Development and Fiscal Sustainability
Objective: A El Segundo approaches its work in a financially strategic and responsible way.

ORIGINATED BY: Joseph Lillio, Director of Finance *BY (for JL)*
REVIEWED BY: Barbara Voss, Deputy City Manager *BV*
APPROVED BY: Scott Mitnick, City Manager *SM (for SM)*

BACKGROUND AND DISCUSSION:

In March 2020 the City Manager approved a professional services agreement for \$49,000 with Management Partners Corp. to provide advice, coaching, and mentoring to the Human Resources Department and other professional services on projects related to Human Resources. Management Partners Corp. was also contracted to provide other executive level consulting services per the City Manager's request. It is anticipated an additional amount of \$90,000 will be necessary to meet the needs of the City Manager's Office through March 31, 2021, bringing the contract total to an amount not to exceed \$139,000.

At this time, staff is requesting City Council approve a first amendment to the agreement for an additional amount of \$90,000, in a form approved by the City Attorney, for Management Partners Corp. to provide professional consulting services to the City.

Management Partners Corp. has provided customer service consistent with their agreement terms and conditions.

**FIRST AMENDMENT TO
AGREEMENT NO. 5892 BETWEEN
THE CITY OF EL SEGUNDO AND
MANAGEMENT PARTNERS CORPORATION**

THIS FIRST AMENDMENT (“Amendment”) is made and entered into this 18th day of August 2020, by and between the CITY OF EL SEGUNDO, a general law city and municipal corporation existing under the laws of California (“CITY”), and MANAGEMENT PARTNERS CORPORATION, an Ohio Corporation (“CONSULTANT”).

The parties agree as follows:

1. The parties also desire to amend the Agreement by increasing the total amount of the Agreement by \$90,000, so that the total, not-to-exceed amount of the Agreement is \$139,000.
2. 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.
3. Except as modified by this Amendment, all other terms and conditions of Agreement No. 5892 remain the same.

[SIGNATURES ON FOLLOWING PAGE]

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

CITY OF EL SEGUNDO

MANAGEMENT PARTNERS CORPORATION

Scott Mitnick,
City Manager

Gerald Newfarmer
President/CEO

ATTEST:

Tracy Weaver,
City Clerk

Taxpayer ID No. _____

APPROVED AS TO FORM:

Mark D. Hensley,
City Attorney

AGENDA DESCRIPTION:

Adopt a resolution terminating the local emergency proclaimed on May 31, 2020, due to the civil unrest throughout Los Angeles County and the nation.

RECOMMENDED COUNCIL ACTION:

Adopt the proposed Resolution Terminating the Local Emergency.

ATTACHED SUPPORTING DOCUMENTS:

1. Resolution No. 5219.
2. Proposed Resolution Terminating the Local Emergency.

FISCAL IMPACT: None.

STRATEGIC PLAN COMPLIANCE - N/A. State law mandate.

PREPARED BY: Randy Collins, Emergency Management Coordinator
David King, Assistant City Attorney

APPROVED BY: Scott Mitnick, City Manager *SM (for SM)*

On May 31, 2020, the City Manager, acting as the City's Director of Emergency Services, proclaimed a local emergency. The City Council ratified the City Manager's proclamation on June 2, 2020. The City Manager's proclamation and the Council's ratification was prompted by the civil unrest that was occurring throughout Los Angeles County and the nation which had led to injuries to persons and destruction of property. In fact, on May 30, 2020, Governor Newsom issued a Proclamation of a State of Emergency for Los Angeles County and the City of Los Angeles.

State law provides that the City Council must proclaim the termination of the local emergency at the earliest possible date that conditions warrant. (Gov. Code § 8630.) Since May, the City Manager, the Emergency Management Coordinator and the executive team have actively monitored the civil unrest. Staff is of the opinion that the local emergency may now be terminated. Staff have prepared the attached, proposed resolution terminating the local emergency relating to civil unrest and request the City Council adopt it.

RESOLUTION NO. _____

**A RESOLUTION OF THE EL SEGUNDO CITY COUNCIL TERMINATING
THE LOCAL EMERGENCY DUE TO CIVIL UNREST PROCLAIMED BY
THE CITY MANAGER ON MAY 31, 2020 AND RATIFIED BY THE CITY
COUNCIL ON JUNE 2, 2020.**

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

SECTION 1: The City Council finds that:

- A. In late May 2020, there was civil unrest in the City of Los Angeles as well as in the cities of Beverly Hills, Culver City, Santa Monica, West Hollywood, Long Beach and other portions of Los Angeles County which led to injuries to persons and destruction of property;
- B. On May 30, 2020, Governor Newsom issued a Proclamation of a State of Emergency for Los Angeles County and the City of Los Angeles;
- C. On May 31, 2020, there were protests planned in the City of Torrance on May 31, 2020, and the City of Manhattan Beach on June 1, 2020, and there had been social media posts encouraging people to bring the civil unrest to other South Bay Cities, including the City of El Segundo;
- D. On May 31 and June 1, the County of L.A. Board of Supervisors imposed a Countywide curfew for both unincorporated and incorporated areas of the County (including the City of El Segundo);
- E. The dangers presented by such civil unrest caused the City Manager to proclaim the existence of a local emergency beginning on May 31, 2020, in accordance with El Segundo Municipal Code Chapter 2-2 and issue Administrative Order No. 1 to impose a curfew consistent with the County's order;
- F. On June 2, 2020, the City Council adopted Resolution No. 5219, ratifying the City Manager's proclamation of the local emergency and the issuance of the Administrative Order No. 1;
- G. California Government Code section 8630 requires that the governing body terminate the emergency at the earliest possible date that conditions warrant.

SECTION 2: In accordance with Government Code section 8630 and ESMC Chapter 2-2, the City Council hereby terminates the local emergency declared on May 31, 2020.

SECTION 3: This Resolution will become effective immediately upon adoption and will

remain effective unless repealed or superseded.

SECTION 4: The City Clerk will certify to the passage and adoption of this Resolution; will enter the same in the book of original Resolutions of said City; and will make a minute of the passage and adoption thereof in the record of proceedings of the City Council of said City, in the minutes of the meeting at which the same is passed and adopted.

PASSED, APPROVED AND ADOPTED this ____ day of August, 2020.

Drew Boyles, Mayor

ATTEST:

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

I, Tracy Weaver, City Clerk of the City of El Segundo, California, do hereby certify that the whole number of members of the City Council of said City is five; that the foregoing Resolution No. _____ was duly passed and adopted by said City Council, approved and signed by the Mayor of said City, and attested to by the City Clerk of said City, all at a regular meeting of said Council held on the ____ day of ____ 2020, and the same was so passed and adopted by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Tracy Weaver, City Clerk

APPROVED AS TO FORM:

Mark D. Hensley, City Attorney

AGENDA DESCRIPTION:

Ratify City Manager’s Administrative Order # 1 to Address COVID-19 which addresses the re-opening of restaurants, retail food facilities, and retail operations in the City of El Segundo and was revised on July 16, 2020.

RECOMMENDED COUNCIL ACTION:

Ratify the revised Administrative Order.

ATTACHED SUPPORTING DOCUMENTS:

1. Administrative Order # 1

FISCAL IMPACT: None

STRATEGIC PLAN COMPLIANCE:

Goal: 2 Support Community Safety and Preparedness

Objective: El Segundo is a safe and prepared city.

ORIGINATED BY: Randal Collins, Emergency Management Coordinator

REVIEWED BY: Mark D. Hensley, City Attorney

APPROVED BY: Scott Mitnick, City Manager *SM (for sm)*

BACKGROUND AND DISCUSSION:

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

On July 16, 2020 the City Manager revised Administrative Order # 1 to comply with the revised Los Angeles County Health Officer Order. The Administrative Order removes COVID-19 restrictions pertaining to restaurants, retail food facilities, and retail operations. The Administrative Order enables businesses to apply for temporary encroachment permits to conduct business outdoors. The Administrative Order waives fees for temporary permits associated with the order.

The Director requests the City Council ratify these decisions.



City of El Segundo

Office of the City Manager

ADMINISTRATIVE ORDER NO. 1 TO ADDRESS COVID-19

Re-opening of Restaurants, Retail Food Facilities and Retail Operations in the
City of El Segundo

Revised Order Issued: July 16, 2020

Elected Officials

*Drew Boyles,
Mayor*

*Chris Pimentel,
Mayor Pro Tem*

*Carol Pirsztuk,
Councilmember*

*Scot Nicol,
Councilmember*

*Lance Giroux,
Councilmember*

*Tracy Weaver,
City Clerk*

*Matthew Robinson,
City Treasurer*

Appointed Officials

*Scott Mitnick,
City Manager*

*Mark D. Hensley,
City Attorney*

Department Directors

*Barbara Voss,
Deputy City Manager*

*Joseph Lillio,
Finance*

*Chris Donovan,
Fire Chief*

*David Serrano,
Human Resources*

*Charles Mallory,
Information Systems*

*Melissa McCollum,
Library Services*

*Sam Lee,
Planning & Building Safety*

*Bill Whalen,
Police Chief*

*Mark Watkins,
Public Works*

*Meredith Petit,
Recreation & Parks*

By virtue of authority vested in me as the City Manager of the City of El Segundo pursuant to the provisions of the El Segundo Municipal Code, Section 2-2-5, to promulgate, issue, and enforce rules, regulations, orders, and directives, I hereby declare the following orders to be necessary for the protection of life and property. This Order will take effect immediately and remain in effect until the current COVID-19 emergency is terminated by City Council resolution.

This Order is issued in accordance with, and incorporates by reference, the March 4, 2020 Proclamation of a State of Emergency issued by Governor Gavin Newsom, the March 4, 2020 declaration of public health emergency issued by the Los Angeles County Board of Supervisors and Los Angeles County Health Officer, and the March 17, 2020, Confirmation of a Local Emergency issued by the El Segundo City Council.

On May 29, 2020, the Los Angeles County Health Officer issued the “Reopening Safer at Work and in the Community for Control of COVID-19” Order which applies to all cities in Los Angeles County (including the City of El Segundo) except the cities of Pasadena and Long Beach. This Order is intended to supplement and further clarify the Los Angeles County Health Officer’s Order, as amended, within the City of El Segundo.

PURSUANT TO GOVERNMENT CODE SECTION 8630 AND EL SEGUNDO MUNICIPAL CODE CHAPTER 2-2, THE CITY MANAGER, ACTING AS THE EMERGENCY SERVICES DIRECTOR, ORDERS THE FOLLOWING:

1. All restaurant and retail food facilities in the City of El Segundo may re-open for indoor and outdoor table dining in compliance with the County’s current order.
2. Any restaurant or retail food facility with a valid permit to conduct outdoor dining within the public right-of-way may resume outdoor dining service in compliance with the terms of the city-issued permit, Municipal Code section 15-2-16, and the Los Angeles County Health Officer’s most current order.
3. Restaurants and retail food facilities that are not presently authorized to conduct outdoor dining service within the public right-of-way may apply for a Temporary Encroachment Permit. For restaurants and retail food facilities located within the

Downtown Specific Plan (“DSP”) Area, the DSP’s design review requirement for outdoor dining is hereby waived for the term of this order or until further notice and the Interim Public Works Director or designee is authorized to issue temporary encroachment permits that may remain effective through January 10, 2021. The Interim Public Works Director or designee may issue a temporary encroachment permit pursuant to this paragraph without having first received the proof of insurance required by the terms of the permit, provided that proof of adequate insurance is submitted to the Interim Public Works Director within 72 hours after issuance of the temporary permit. If the applicant fails to timely provide proof of insurance, the permit will automatically become null and void. Those persons interested in applying for and receiving such a permit may contact the City at 310-524-2360 or NPetrovski@elsegundo for more information.

4. The Planning and Building Safety Director or his designee is authorized to temporarily waive otherwise applicable on-site parking requirements for any restaurant, retail food facility, or retail operation that wishes to conduct temporary outdoor dining or temporary outdoor retail uses within a portion of the onsite, off-street parking area that serves the restaurant, retail food facility or retail operation. Temporary outdoor dining within an on-site, off-street parking area must be conducted in accordance with El Segundo Municipal Code section 15-2-16 and the Los Angeles County Health Officer’s most current order. Temporary outdoor retail uses within an on-site, off-street parking area must be conducted in accordance with the Los Angeles County Health Officer’s most current order. A Temporary Use Permit is required for the displacement of any on-site parking to allow additional space for outdoor dining or outdoor retail uses. The Planning and Building Safety Director or his designee is authorized to issue Temporary Use Permits consistent with this paragraph. The Planning and Building Safety Director or his designee may issue a temporary use permit pursuant to this paragraph without having first received the proof of insurance required by the terms of the permit, provided that proof of adequate insurance is submitted to the Director or his designee within 72 hours after issuance of the temporary permit. If the applicant fails to timely provide proof of insurance, the permit will automatically become null and void.
5. Any retail operation with a valid permit to conduct outdoor retail uses within the public right-of-way may resume outdoor retail uses in compliance with the terms of the city-issued permit and the Los Angeles County Health Officer’s most current order. Retail operations that are not presently authorized to conduct outdoor retail uses within the public right-of-way may apply for a Temporary Encroachment Permit. For retail operations located within the Downtown Specific Plan Area, the DSP’s design review requirement for outdoor retail uses is hereby waived for the term of this order or until further notice and the Interim Public Works Director or designee is authorized to issue temporary encroachment permits that may remain effective through January 10, 2021. The Interim Public Works Director may issue a temporary encroachment permit pursuant to this paragraph without having first received the proof of insurance required by the terms of the permit, provided that proof of adequate insurance is submitted to the Interim Public Works Director within 72 hours after issuance of the temporary permit. If the applicant fails to timely provide proof of insurance, the permit will automatically become null and void. Those persons interested in applying for and receiving such a permit may contact the City at 310-524-2360 or NPetrovski@elsegundo.for more information.
6. If otherwise allowed under the most recent orders of the State of California and the Los Angeles County Health Officer, an assembly hall may, upon obtaining a Temporary Use Permit (TUP) from the City, conduct an assembly outdoors on the property on which the assembly hall is located. The Planning and Building Safety Director (Director) or his designee is authorized to temporarily waive otherwise applicable on-site parking requirements for any assembly hall that wishes to conduct temporary assemblies within a portion of the on-site, off-street parking area that serves the assembly hall. The Director may condition each TUP as he deems appropriate to ensure compatibility with adjacent uses, including, without limitation, restrictions on the type and use of sound amplification equipment, video screens, seating, temporary shade structures, platforms,

and the days/times during which an assembly may take place and the duration of each assembly. No food service of any kind is allowed in connection with an outdoor assembly held pursuant to this paragraph. Any outdoor assembly held pursuant to this paragraph must be conducted in a manner consistent with the most current order of the Los Angeles County Health Officer (e.g., social distancing requirements, facial covering requirements, maximum number of attendees, etc.) The Director is authorized to issue Temporary Use Permits consistent with this paragraph. The Director may require proof of liability insurance naming the City as additional insured prior to issuance of a TUP. No TUP may be issued for an assembly use that is prohibited by the most recent order of the State of California or the Los Angeles County Health Officer. Temporary Use Permits issued pursuant to this paragraph will remain in effect for effective through January 10, 2021.

7. The fees for all permits issued pursuant to this order are hereby waived.

This version of Administrative Order No. 1 supersedes all previous versions. A violation of any of the above prohibitions constitutes a misdemeanor under El Segundo Municipal Code Section 2-2-8 and is punishable by fines not to exceed \$1,000 or imprisonment not to exceed six months.



Scott Mitnick
City Manager
City of El Segundo

16th July 2020

3:45 PM

AGENDA DESCRIPTION:

Receive and file a presentation from FilmLA.

Recommended Council Action:

Receive and file presentation

ATTACHED SUPPORTING DOCUMENTS:

FilmLA Presentation

FISCAL IMPACT: N/A

STRATEGIC PLAN:

Goal: 1.Enhance Customer Service and Engagement

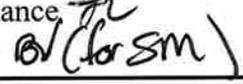
Objective: El Segundo provides unparalleled service to internal and external customers

Goal: 5.Champion Economic Development and Fiscal Sustainability

Objective: El Segundo promotes community engagement and economic vitality

ORIGINATED BY: Dino Marsocci, Acting Business Services Manager 

REVIEWED BY: Joseph Lillio, Director of Finance 

APPROVED BY: Scott Mitnick, City Manager 

BACKGROUND:

There will be a representative from FilmLA providing a brief presentation about the services and opportunities FilmLA offers to municipalities regarding promoting filming and economic development in communities.

FilmLA is a 501(c)4 not-for-profit public benefit organization which coordinates the filming processing for the City and County of Los Angeles, among a larger roster of local municipalities. They provide a streamlined film permit process and production planning services along with a comprehensive community relations and an extensive knowledge of the industry.

The City last updated its Motion Picture, Radio and Television Regulations (ESMC 4-11) in 2008, El Segundo has been showcased in several movies, commercials and photo shoots since the early 1920's. Recently, the City has become even more popular for filming activities because it falls within the Los Angeles "studio zone" as defined by the California Film Commission. (The studio

zone is a 30 mile radius used by union film projects to determine per diem rates and driving distances for crew members).

Issuing a Film Permit is a challenging process which encompasses several steps and requires extended coordination between City departments, residents, the business community, and multi agencies. Furthermore, filming activities are often scheduled simultaneously in the City and in other jurisdictions around Los Angeles, in order to maximize crew schedules and meet filming deadlines in a fast paced, ever-changing Southern California Filming Industry. Through their successful business model and industry experience, FilmLA could possibly complement the City of El Segundo's filming activities.

There are minor changes to the City's current Film Ordinance that FilmLA will briefly discuss during the presentation. These changes are focused on enhancing the customer service experience for filming produced in El Segundo.

An aerial, black and white photograph of a coastline. The foreground shows a grid-like pattern of fields or agricultural plots. A road or path runs parallel to the shore, with some buildings and structures visible. The ocean is on the right, and a low hill or cliff line is in the background. A semi-transparent circular logo is overlaid on the left side of the image.

**Film
LA**

El Segundo

FilmLA Overview

Who is



?

FilmLA is the official film office of the Greater Los Angeles region.



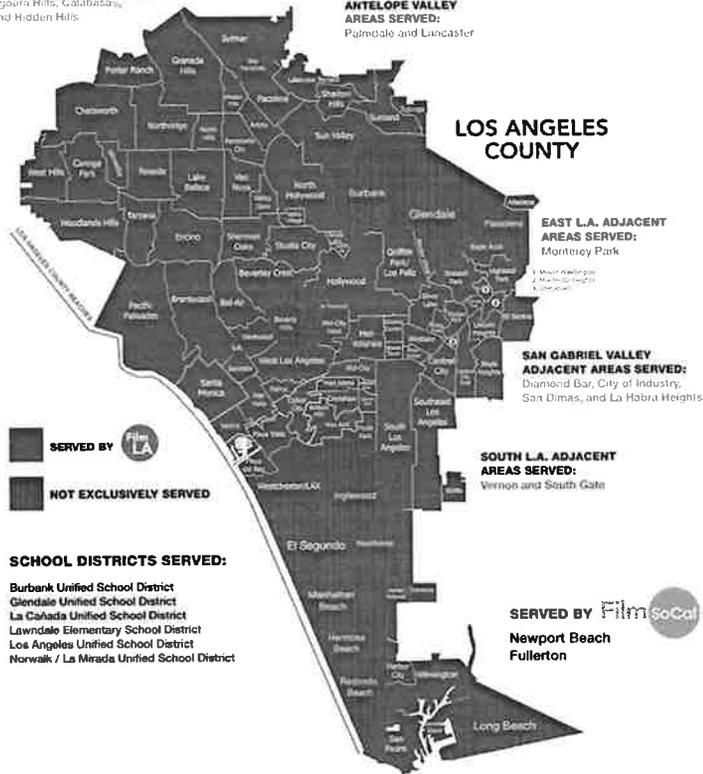
FilmLA streamlines and enhances the on-location filmmaking process for communities and content creators, to ensure the Greater Los Angeles economy continues to thrive.

Besides the City and County of Los Angeles we serve: 20 jurisdictions including Santa Monica, Newport Beach, Culver City, Vernon, Gardena, and more.

AREAS WE SERVE

L.A. COUNTY AREAS BORDERING:
Agoura Hills, Calabasas,
and Hidden Hills

**ANTELOPE VALLEY
AREAS SERVED:**
Palo Verde and Lancaster



16 CITY CLIENTS



6 SCHOOL DISTRICTS



Film
LA

CORE SERVICES



Production Planning

Advance planning helps filmmakers understand neighborhood concerns and/or filming restrictions and pre-empts conflict, ultimately reducing production cost and complexity.



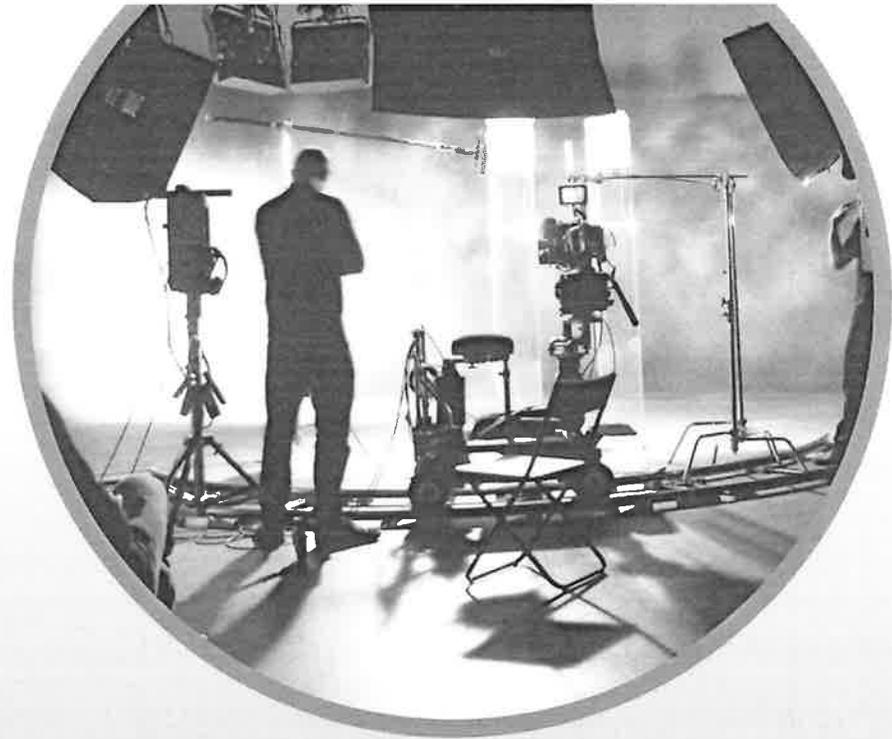
Neighborhood Notification

FilmLA performs uniform, consistent notification to communities to ensure that residents and businesses are well-informed in advance of filming activity.



Community Relations

FilmLA's job is to facilitate on-location filming in a way that minimizes inconvenience to communities. We proactively establish an open rapport with local neighborhoods and coordinate permits with their concerns in mind.



On-Location Monitoring

FilmLA Monitors are our eyes and ears on the street and are assigned to sensitive filming locations to provide community members and production companies with aid throughout the filming day.

Film LA Ecosystem

Film LA Internal

- PROCESS PERMITS
- COLLABORATE WITH CLIENTS
- SERVICE FOR CUSTOMERS
- INTERACT WITH COMMUNITIES
- MANAGE OPERATIONS
- PROCESS PAYMENTS
- PROCESS REFUNDS

Communities

Content Creators

Clients

DELIVERY OF NOTIFICATION SERVICES
PORTAL TO CONTACT FILM.LA. FOR INQUIRIES
REGISTER COMPLAINTS / FILMING REMARKS
ACCESS NOTIFICATIONS / RESEARCH ARCHIVED PERMITS

FILE PERMIT APPLICATION
CHECK APPLICATION STATUS / APPROVAL
MANAGE CONTACT INFORMATION
REVIEW INVOICES
PAY BILLS
DOWNLOAD / UPLOAD DOCUMENTS
INITIATE PROBLEM TICKET

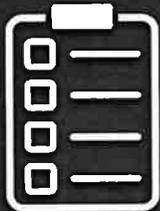
APPROVERS APPROVE / DENY / COMMENT ON PERMITS
ELECTED OFFICIALS & STAFF FILE COMPLAINTS
VIEW / DOWNLOAD REPORTS
UPLOAD INVOICES FOR CITY / COUNTY SERVICES
ACCESS FILMING REPORTS / RESEARCH

BENEFITS FOR EL SEGUNDO

- Retain approval authority
- Potential to reduce paperwork and staffing requirements
- Potential to develop new sources of incremental revenue
- Eliminate bad debts and collections for filming fees
- Achieve enhanced reputation for film-friendliness
- Promote public properties via our digital location library (LocoScout)



HOW OUR RELATIONSHIP WITH *EL SEGUNDO* BENEFITS THE INDUSTRY



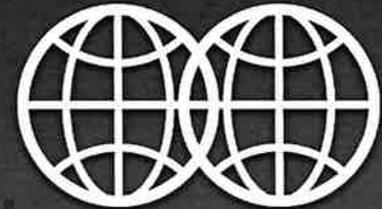
INDUSTRY STANDARD ORDINANCE

Streamlined permit coordination through OPS



"BEST PRACTICES" REGULATIONS

Quick answers to aid in production planning for industry contacts



INTERJURISDICTIONAL SIMILARITY

Predictable, cross-jurisdictional film permit process

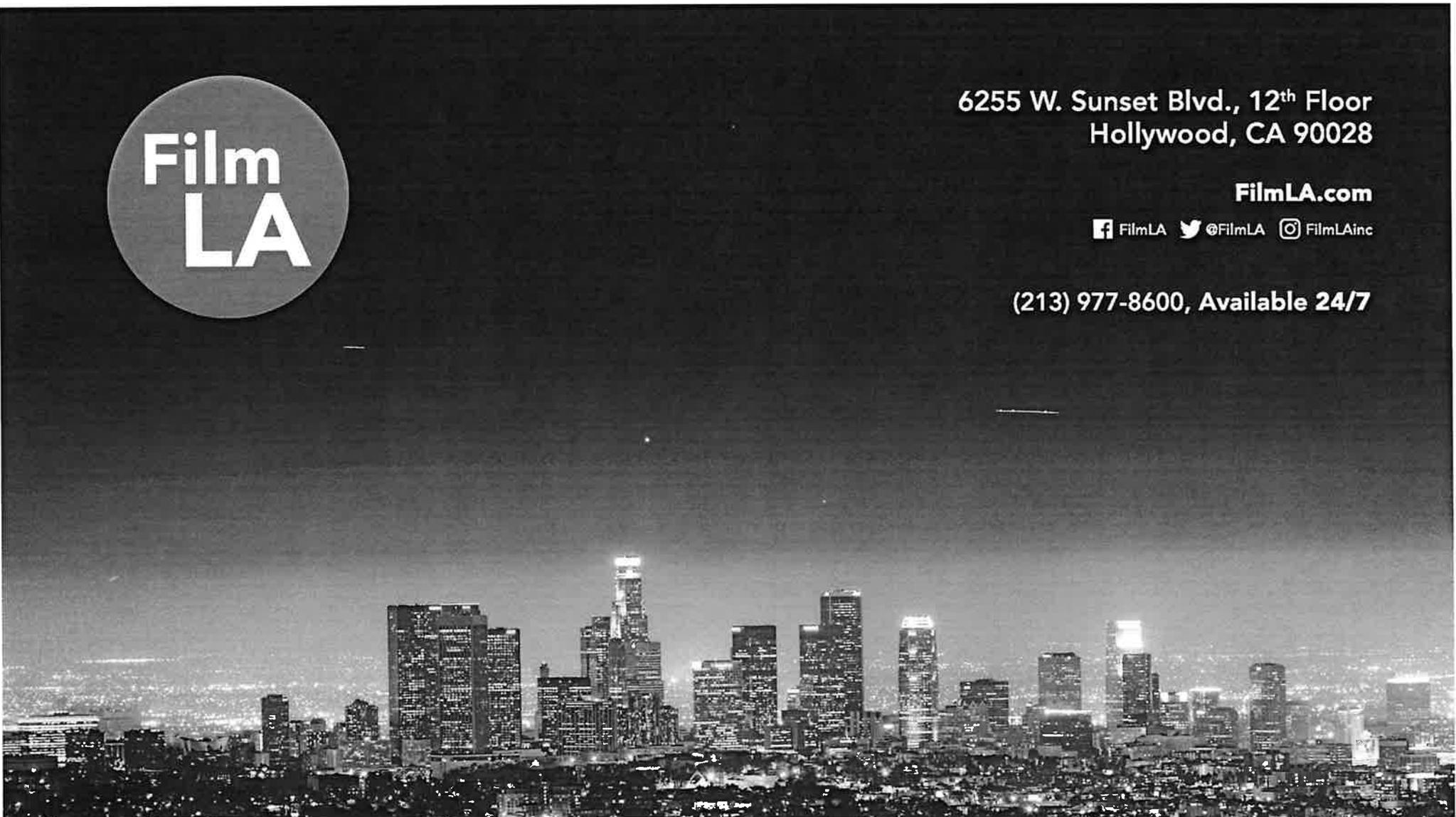


6255 W. Sunset Blvd., 12th Floor
Hollywood, CA 90028

FilmLA.com

 FilmLA  @FilmLA  FilmLAinc

(213) 977-8600, Available 24/7



TITLE

Authorize City Manager to develop and issue: 1) Request for Proposals (RFP) from planning consultants to update or replace Downtown Specific Plan, and, 2) Request for Qualifications (RFQ) from developers to redevelop and repurpose Civic Center site.

RECOMMENDATION

Direct City Manager to develop and issue:

1. Request for Proposals (RFP) from planning consultants to update or replace Downtown Specific Plan and prepare the necessary accompanying applications and documents, including a General Plan Amendment, Zone Change, and Program Environmental Impact Report (EIR); and,
2. Request for Qualifications (RFQ) from developers to redevelop and repurpose Civic Center site.

FISCAL IMPACT

There will not be any direct costs to the General Fund for both of these projects. Indirect cost impacts associated with staff time and use of an outside consultant (Kosmont Companies) will be absorbed via the existing General Fund Budget. Updating or replacing the Downtown Specific Plan is estimated to cost between \$350,000 and \$450,000 with funding coming from the General Plan Maintenance Fund (not the General Fund). A future budget appropriation request will be made when a planning consultant recommendation is presented to City Council.

CITY STRATEGIC PLAN COMPLIANCE

Goal 5—Champion Economic Development and Fiscal Sustainability

Objective 5A—El Segundo promotes economic growth and vitality for businesses and the community.

City Council Top Priorities:

2. Identify further infrastructure and downtown improvements for Main Street.
3. Conduct a study of repurposing City Hall (Civic Center site)

Activities

10. “Re-imagine” the downtown, which includes developing a vision, beautification, promoting the downtown, and creating a funding source for marketing it.

Prepared by: Gregg McClain, Planning Manager
Reviewed by: Sam Lee, Planning and Building Safety Director
Approved by: Scott Mitnick, City Manager

BACKGROUND

Historic Heart of the City

Downtown El Segundo has long been recognized as the historic heart and soul of the community. With the continued shift of economic investment toward business centers east of Pacific Coast Highway and south of El Segundo Boulevard, the downtown area has struggled. However, in recent years, the downtown has exhibited signs of renewed investment and diversification of tenants. At this stage in the City's evolution, there is a need for a more clear vision and cohesive strategic approach to land use and development to ensure long-term sustainability of the downtown area.

Downtown Specific Plan

In 2000, City Council adopted Ordinance No. 1319 which created the Downtown Specific Plan. Please refer to Attachments A and B for vicinity and location maps of the Downtown Specific Plan area. This document contained a ten-year vision for the future which included the following objectives:

- Provide a better balance of uses.
- Create a more thoughtful and creative use of public space.
- Organize creative and consistent programming of events and public activities.
- Create a consistent public-private partnership to market El Segundo's assets to investors and customers.
- Strengthen commitment to the strategic use of key parcels in the Downtown
- Create more attractive landscaping and street furnishings.
- Improve signage.

Over the past two decades, progress was made toward realizing this vision. Today, the downtown is experiencing new life in some areas; however, not in all areas. At this time, it is appropriate to revisit the Downtown Specific Plan to reevaluate its continued usefulness.

City Strategic Plan

The City's 2020-2022 Strategic Plan also addresses the need to improve the downtown area via calling for:

- Main Street infrastructure improvements.
- Repurposing of Civic Center site.
- "Re-imagining" the downtown area.

Please refer to Attachment C for a map of the Civic Center site.

DISCUSSION

To address the need to update or replace the 20-year old Downtown Specific Plan and direction contained in the 2020-2022 City Strategic Plan, two actions are required at this time to simultaneously perform these tasks. The first action is to begin the process of determining the future of the Downtown Specific Plan. The second action is to review qualifications of potential developers and select one that is capable of creating and implementing a new vision for the Civic Center site to serve as a catalyst for the broader downtown.

Downtown Specific Plan

The Downtown Specific Plan has outlived its expected lifespan and is ready for a thorough reconsideration. Selection of a planning and environmental consultant through a competitive RFP process to work with City staff is needed to address the existing Downtown Specific Plan and reset the vision and goals for downtown and adjacent C-RS zone. Consideration of a new zone will strive to prioritize and preserve the positive gains over the past two decades with integrated land use and circulation policies to assist the delivery of quality housing and commercial uses along with improved mobility, fluid transition between indoor and outdoor spaces, and improved open space amenities. The consultant will also assist with the preparation of other planning and environmental documents, including a Program Environmental Impact Report (EIR).

Re-imagining Downtown, Repurposing Civic Center, & Main Street Infrastructure Improvements

Selection of a developer through a competitive RFQ process is needed to take the next step to focus on the potential repurposing of the Civic Center site. The RFQ will be structured to elicit the necessary information to determine which development partner would be optimal for a downtown investment based on the City's understanding of the developer's approach, expertise, and financial resources needed to effectuate an acceptable revitalization program. Based on recent economic challenges from COVID-19, it is anticipated that the private sector will consider future real estate opportunities with an adjusted perspective as to economically viable uses. Going forward, it is possible that the supportable mix of retail, office, and residential land uses may shift. The RFQ provides the City with the ability to engage the private sector directly as related to the Civic Center site.

This approach will encourage the development community to apply private sector market supply-demand and investment return parameters as part of their assessment of what it views as viable for downtown El Segundo. This will include the whole of downtown's land use zoning policy efforts and will educate the City as to key private sector investment preferences related, but not limited to, density, parking, height, design, building quality, and willingness to deliver new relocated public facilities, and applying a possible Public/Private Partnership (P3) approach. The selected developer will be required to engage the community through a series of public meetings and workshops. Ultimately, it will be up to City Council to determine which of the proposed development components are acceptable to the community.

NEXT STEPS / TIMELINE

Downtown Specific Plan - Planning Consultant RFP Process

1. City issues Request for Proposal (RFP) -- September 2020

2. Deadline for consultants to submit proposals -- December 31, 2020

Consultants will be asked to submit a proposal package to the City by end of December 2020. Information requested will include; a scope of work, approach to the project, public outreach practices, proposed timeline, budget, resumes of team members and sub-consultants, as well as relevant experience and professional references.

3. Consultant Selection Process -- February 2021

Consultant proposals will be reviewed by staff and independently graded on various criteria in the RFP. Top candidates will be selected by consensus and invited to make presentations. Staff will make its recommendation of the final selection and a contract will be drawn up by the end of February 2021. The draft contract, copy of the RFP, recommended consultant proposal, necessary budget appropriation, and full staff report will be placed on the applicable City Council agenda.

4. City Consultant Selection and Budget Appropriation by City Council -- March 2021

5. Consultant Commences Project -- April 2021

After City Council approves consultant's contract, the consultant team will commence work to update or replace downtown zoning in April of 2021, ensuring the project is well underway in time for the Housing Element update and other notable downtown development projects. The process will begin with research and analysis, public outreach (e.g. workshops involving charrettes), and consultation with stakeholders before developing a strategy to move forward with planning and environmental documents. Primarily due to the Program EIR, the entire project will take approximately 14 months.

6. Planning Commission and City Council Public Hearings -- July 2022 to August 2022

7. New Downtown Zoning Adoption -- August 2022

8. New Downtown Zoning Implementation -- September 2022

Repurposing Civic Center Site – Developer Selection RFQ Process

To achieve the selection of an acceptable and qualified developer to re-imagine the downtown area and repurpose the Civic Center site, the RFQ may include the following elements and approximate time line:

1. City Issues Request for Qualifications (RFQ) -- September 2020

2. Deadline for developers to submit qualifications -- December 31, 2020

Potential developers will be asked to submit a qualifications package to the City by end of December 2020. Information requested will include; a summary of similar development projects completed, a high-level description of proposed land uses and tenant types, similar project experience, initial validation of financial capacity, and public outreach practices. City staff, and outside subject matter consultant (Kosmont Companies) will assist in evaluating the initial packages.

3. Request for Vision & Approach -- January 2021 to June 2021

Qualified finalists will be invited to prepare a package illustrating each developer's approach for the site. Requested information will be high level and may include specific details of site layout, massing, or refined design. Requested information will include a broad summary of each developer's vision with regard to land use themes, general tenant types, and inspirational projects completed elsewhere that would be drawn upon in developing a proposal for the Civic Center site. Requested information will also include a high-level summary of each developer's approach to plan a creative development, and examples of how each developer's process has been used successfully elsewhere.

4. Developer Selection Process and Letter of Intent -- July 2021

After City staff and subject matter consultant (Kosmont Companies) review the top proposals, the recommended developer will be asked to submit a Letter of Intent (LOI) outlining their proposal, including a high-level summary of proposed land uses, massing, financial structure, potential public facility relocation, desired elements, and public engagement.

5. Developer Selection by City Council – August 2021

After all of the above steps are completed, City staff and subject matter consultant (Kosmont Companies) will submit a recommended developer to City Council for consideration.

6. Developer Commences Project Design Process -- September 2021

This will include holding series of community outreach meetings.

7. Planning Commission and City Council Public Hearings -- July 2022 to August 2022

8. Project Start Date -- September 2022

Note that the above proposed RFQ process and timeline are subject to revision due to the actual timing of the Downtown Specific Plan, input from the community, and input from developer applicants.

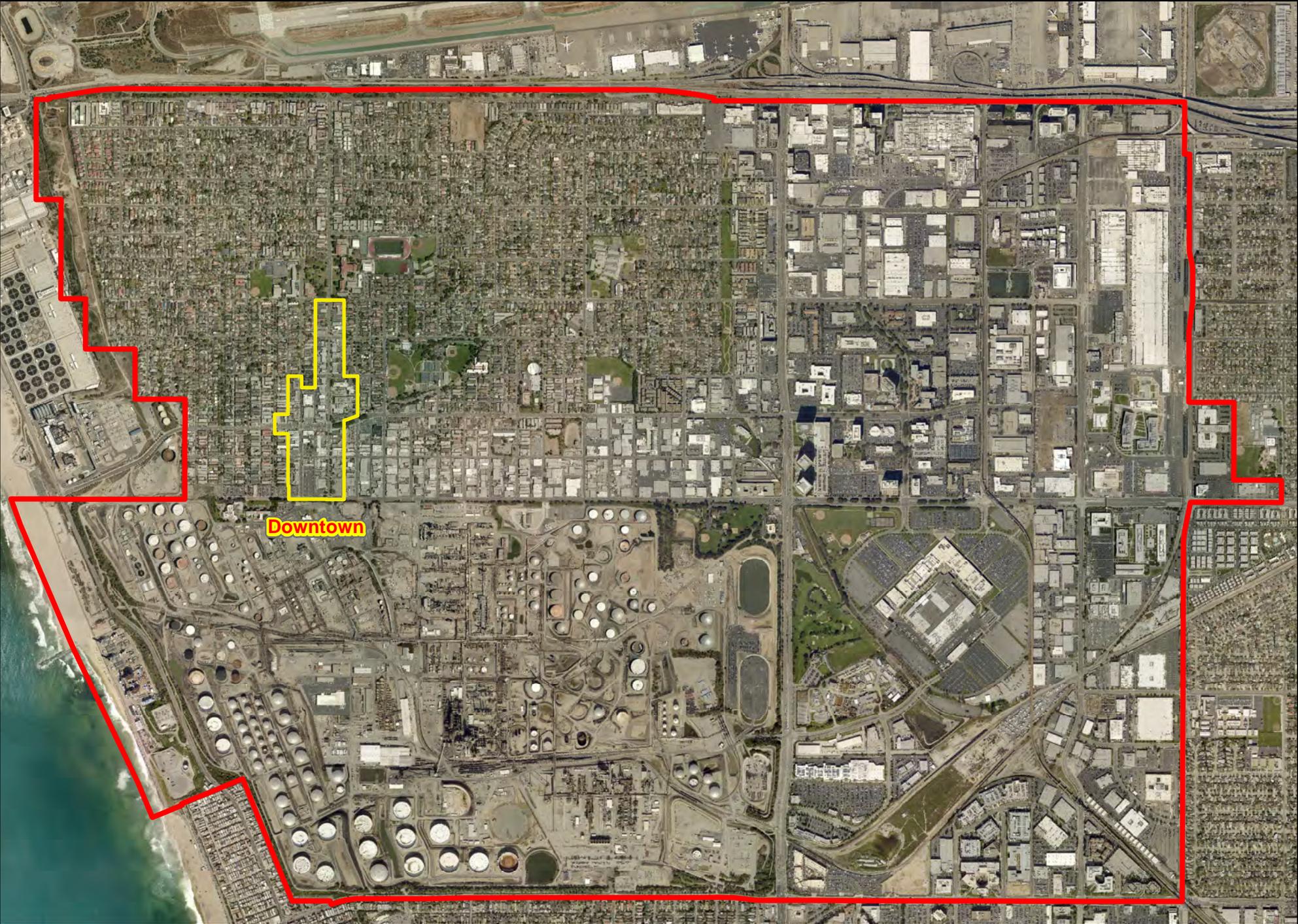
ATTACHMENTS

A. Downtown Vicinity Map

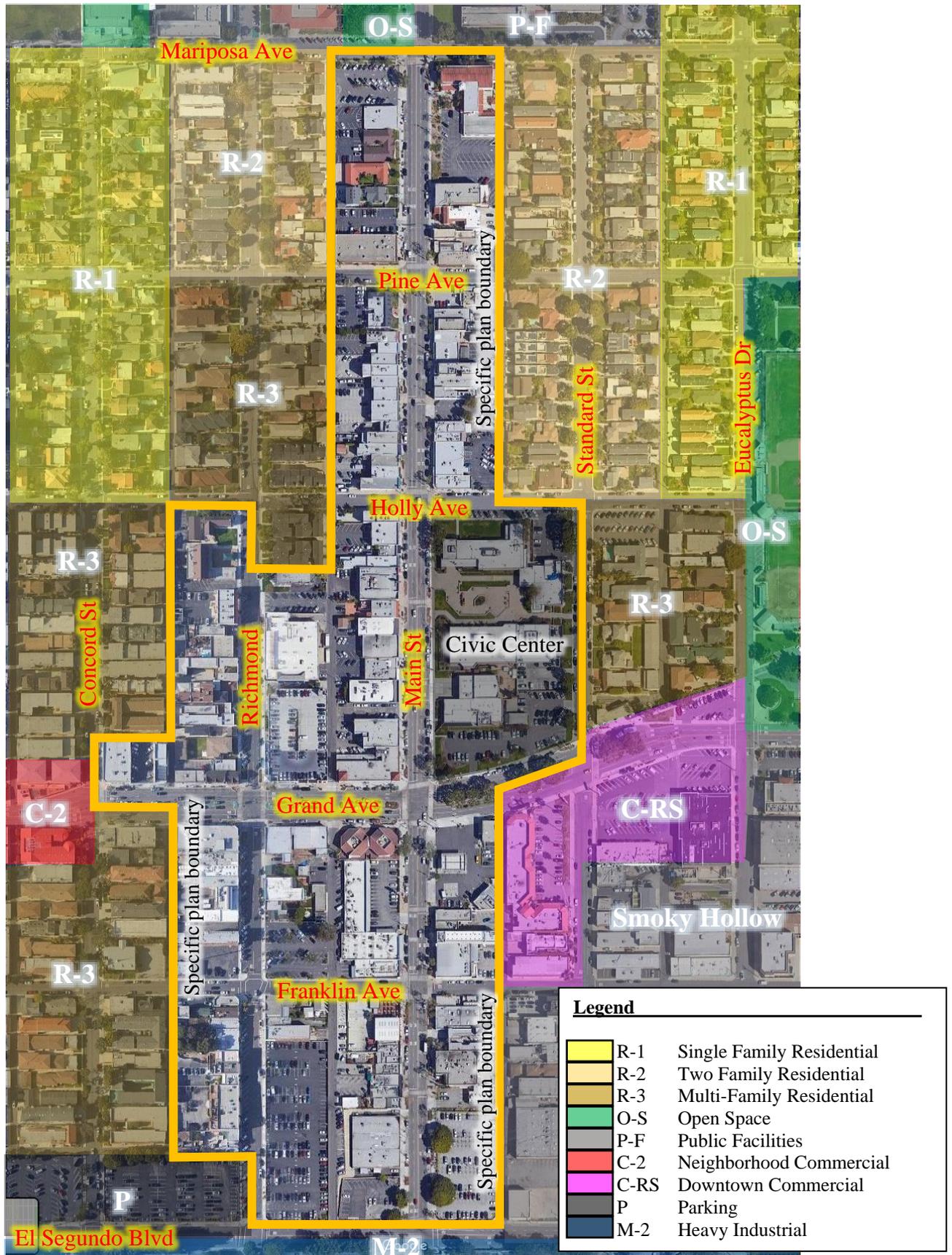
B. Downtown Specific Plan Area Location Map

C. Civic Center Site Location Map

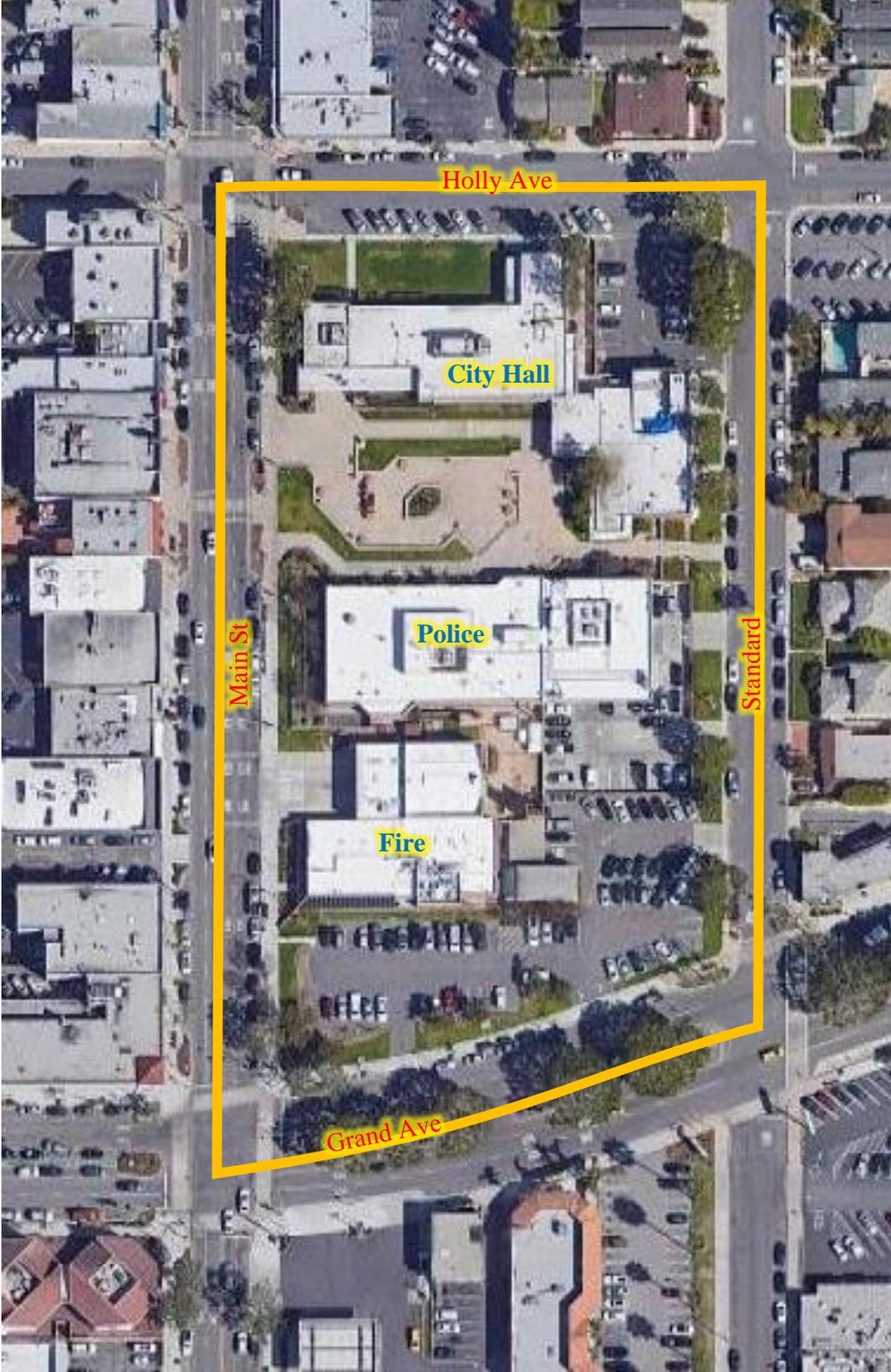
Attachment A - Downtown Vicinity Map



Attachment B —Downtown Area Map (with zones)



Attachment C —Civic Center Location Map



AGENDA DESCRIPTION:

Review the preliminary financial plan and proposed rates for the FY 2020-2024 rate study of the Recycled Water, Water, and Wastewater operations.

RECOMMENDED COUNCIL ACTION:

Receive and file the preliminary financial plan for Recycled Water, Water, and Wastewater operations.

ATTACHED SUPPORTING DOCUMENTS:

- A. Presentation reviewing the preliminary financial plan and rates

FISCAL IMPACT:

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

STRATEGIC PLAN:

- Goal: 4 Develop and Maintain Quality Infrastructure and Technology:
Objective: A El Segundo's physical infrastructure supports an appealing, safe and effective community.

- Goal: 5 Champion Economic Development and Fiscal Sustainability:
Objective: B El Segundo approaches its work in a financially strategic and responsible way.

PREPARED BY: Joseph Lillio, Director of Finance 

REVIEWED BY: Barbara Voss, Deputy City Manager 

APPROVED BY: Scott Mitnick, City Manager 

DISCUSSION:

Recycled Water, Water, and Wastewater Rate Study

The City of El Segundo (the "City") provides water and sewer services to residential, commercial, industrial, and institutional customers located within the City. City Council approved a contract with Raftelis Financial Consultants to perform a long-term financial analysis of the existing water and wastewater utility operations, to recommend policy setting objectives, and recommend any rate adjustments for Fiscal Years (FY) 2020-2024.

The goal of the study is to ensure that the revenues cover the cost of services, meet reserve requirements, and provide revenue for capital improvements.

Rate Design Criteria – Several criteria are typically considered in setting rates and developing sound rate structures. The fundamentals of this process have been documented in a number of rate-setting manuals. The most commonly referenced industry standard in California is the AWWA Manual M1. The following is a simplified list of some of the broader attributes of a sound rate structure:

- Rates should be easy to understand from the customer’s perspective.
- Rates should be easy to administer from the utility’s perspective.
- Rates should promote the efficient allocation of the resource.
- Rates should be equitable and non-discriminating (that is, cost based).
- There should be continuity in the rate making philosophy over time.
- Other utility policies should also be considered (for example, encouraging conservation and economic development).
- Rates should provide month-to-month and year-to-year revenue stability

The last water and sewer rate study was completed in 2014 and the basis of the study was to ensure that the City could cover the cost of service as well as provide a revenue stream for capital improvements that are paid with available funds and not financed. The recycled water, water and wastewater rates were adopted for five years (2015-2019) with the last increase in July 2019.

Why do a rate study?

The City of El Segundo operates its water and wastewater utilities as a self-sufficient enterprise. The City is committed to maintaining critical infrastructure and complying with all applicable laws, rules and regulations to deliver safe, dependable and efficient recycled water, water, and wastewater services to our customers. The City strives to maintain the affordability of these services. The City needs to conduct a study of rates for these services in order to evaluate whether or not the City’s water and wastewater enterprise funds can cover rising costs as well as planned capital improvements to the water and wastewater systems. The rate study will propose water and wastewater rates to ensure that the utilities collect sufficient revenue to cover normal and emergency demands in accordance with federal and state requirements, support operations and maintenance, fund its long term facility replacement and capital improvement program, establish adequate retained earnings to respond to emergencies, and fund ongoing repair and replacement of the water and wastewater systems to maintain reliable service in future years.

One hundred percent of recycled water and potable water are purchased directly from West Basin Municipal Water District. El Segundo has no local potable water resources available for use. The average annual increase to purchase water from West Basin is anticipated to be around 5%-6%.

The collection and treatment of wastewater from all customer west of Pacific Coast Highway (PCH) is serviced by Hyperion (City of Los Angeles). The City of L.A. has passed on rate increases totaling 91% from 2017 through 2021 to the City of El Segundo. These rate increases were not included in the prior rate study, and therefore not included in the current rate structure. The wastewater fund has been depleting funds to cover the drastic increases imposed upon El Segundo customer at a pace faster than anticipated in the prior rate study. This is resulting in a financially distressed wastewater fund.

Raftelis Financial Consultants will review the preliminary five-year financial plan for each utility operation, review the proposed rate structures, and encourage feedback and open dialogue from policymakers. A desired outcome of this presentation is to ensure a long-term financial plan can move forward for the fiscal sustainability of the water and wastewater operations. The final financial plan will be presented to City Council on September 1, 2020.

CITY OF
El Segundo

Water and Wastewater Rate Discussion
August 18, 2020



Presentation Topics

- Study overview
- Review preliminary financial plans & rates
 - › Recycled Rates
 - › Water
 - › Wastewater
- Schedule & next steps

Rate Study at a Glance

- **Rate Setting Framework**
 - Financial goals and policies
 - Pricing objectives

- **Financial Plan**
 - Evaluation of CIP and financing options
 - Cash flow analysis for financial sufficiency

- **Cost of Service & Rate Design**
 - Cost allocations
 - Rate design
 - Rate calculations
 - Customer impact analyses

- **Final Rate Adoption**
 - Report
 - Prop 218 Notice
 - Public Hearing

Cost of Service Overview

- Cost of Service Legal Requirements
 - › Proposition 218 (Article XIIC and XIID of California Constitution)
 - Rates need to be proportional to the service provided
 - Reflects the cost of providing services
 - No cross subsidy is allowed
 - Procedural Requirement:
 - Administrative Record needs to be available
 - 45 day noticing requirement to all property owners regarding the Public Hearing
 - City Council can consider the increase if protest vote is below the majority

Observation

- Water
 - › Water Fund is healthy
 - › Rates need to be adjusted to reflect current operational costs
- Wastewater
 - › Wastewater Fund is not healthy
 - › Significant increase occurring for the City of LA associated with treatment
 - 91% from FY 2017 to FY 2021
 - This is ~\$28 dollars a month for Single Family
 - › Rates needs to be adjusted to reflect current operational costs

Recycled Rate Discussion

Recycled Water Operating Parameters

- Recycled water purchased from West Basin Municipal Water District
- West Basin MWD operates non-potable system
- Separate system from potable water system
- Serves parks, golf course, Chevron, other small sites
- City owns meters and does billing and collection
- Cost of Recycled water is the West Basin MWD recycled rate + City surcharge + meter charge

Proposed Recycled Surcharge

- All recycled customers that have a meter will pay the same meter charge as potable customers
- Continue to charge \$1.01 surcharge to Chevron
 - › Surcharge should have the same percentage increase as the potable water rate in the future
 - › Surcharge revenue can be utilized to keep potable water rates affordable
- No surcharge for City and Non-City Customers (except Chevron)

Water Rate Discussion

Water Operating Parameters

- El Segundo is 100% dependent on West Basin MWD for imported water
- City does not produce or treat water
- City operates a potable system
- Chevron uses 50% of water purchased from West Basin MWD

Budget Summary

<u>Budget Components</u>	<u>FY 2021</u>	
Personnel	\$ 1,900,000	5.9%
Operations	2,700,000	8.4%
Capital	2,700,000	8.4%
Purchased Potable Water	11,100,000	34.6%
Purchased Reclaimed Water	13,700,000	42.7%
Total:	\$ 32,100,000	100.0%

Factors Impacting Water Rates

- Water Enterprise Fund is in good financial shape
- Recommendation:
 - › Realignment / Cost of Service rates in Jan 2021
 - Requirement given Prop 218
 - › 3.0% increase each following January
 - Majority of increase is due to imported wholesale water supply cost

Water Rates

- There are three components of a water rate
 - › Fixed charge
 - Recovers fixed water supply cost, cost of maintaining meters, and customer service
 - › Tiered width for Residential Customer
 - Aligns with water consumption pattern
 - › Commodity Rate
 - Recovers the following costs: water supply, delivery, and peaking

Realignment of Fixed Charge Cost of Service

Meter Size	AWWA Ratio	Water Supply	Meters	Customer	Proposed
5/8" and 3/4"	1.00	\$ 1.25	\$ 8.55	\$ 8.37	\$ 18.17
1"	1.67	\$ 2.09	\$ 14.25	\$ 8.37	\$ 24.71
1 1/2"	3.33	\$ 4.18	\$ 28.49	\$ 8.37	\$ 41.04
2"	5.33	\$ 6.69	\$ 45.59	\$ 8.37	\$ 60.65
3"	11.67	\$ 14.64	\$ 99.73	\$ 8.37	\$ 122.73
4"	21.00	\$ 26.35	\$ 179.51	\$ 8.37	\$ 214.23
6"	43.33	\$ 54.38	\$ 370.41	\$ 8.37	\$ 433.15
8"	93.33	\$ 117.12	\$ 797.80	\$ 8.37	\$ 923.29
10"	140.00	\$ 175.67	\$ 1,196.70	\$ 8.37	\$ 1,380.75

Cost of Service Fixed Charge

Meter Size	Current	Total Proposed	Dollar Change
5/8" and 3/4"	\$ 11.95	\$ 18.17	\$ 6.22
1"	27.10	24.71	(2.39)
1 1/2"	33.94	41.04	7.10
2"	62.90	60.65	(2.25)
3"	141.61	122.73	(18.88)
4"	251.25	214.23	(37.02)
6"	469.74	433.15	(36.59)
8"	823.49	923.29	99.80
10"	1,288.35	1,380.75	92.40

Rationality Behind Proposed Tier Width

- Given Prop 218 there needs to be logic behind the tier definition
 - › Tier 1 – Indoor usage (0 to 9 ccf per month)
 - Based on average winter consumption of 9 ccf per month
 - › Tier 2 – Outdoor usage (10 to 13 ccf per month)
 - Based on average summer use of 13 ccf per month
 - › Tier 3 – Above Tier 2

Justification of Tiered Rates

- Water Supply from West Basin MWD
 - › El Segundo is 100% dependent on West Basin MWD
- Delivery cost
 - › Cost to meet average demand
- Peaking cost
 - › Cost associated with Peak Hour / Peak Day demand
- Revenue offsets
 - › Two major sources of revenue offsets: Interest income and Chevron recycled Surcharge

Realignment of Fixed Charge Cost of Service

Customer Class	Supply	Base Delivery	Peaking	Revenue Offset	Surcharge Offset	Total Proposed
Single Family Residential						
Tier 1	3.35	1.66	0.33	(0.08)	(2.38)	2.88
Tier 2	3.35	1.66	1.05	-	(0.59)	5.47
Tier 3	3.35	1.66	1.84	-	-	6.85
Non-Residential						
Tier 1	3.35	1.66	0.89	(0.06)	(1.67)	4.17
Chevron						
Tier 1	3.35	1.66	0.96	(0.06)	(1.02)	4.90

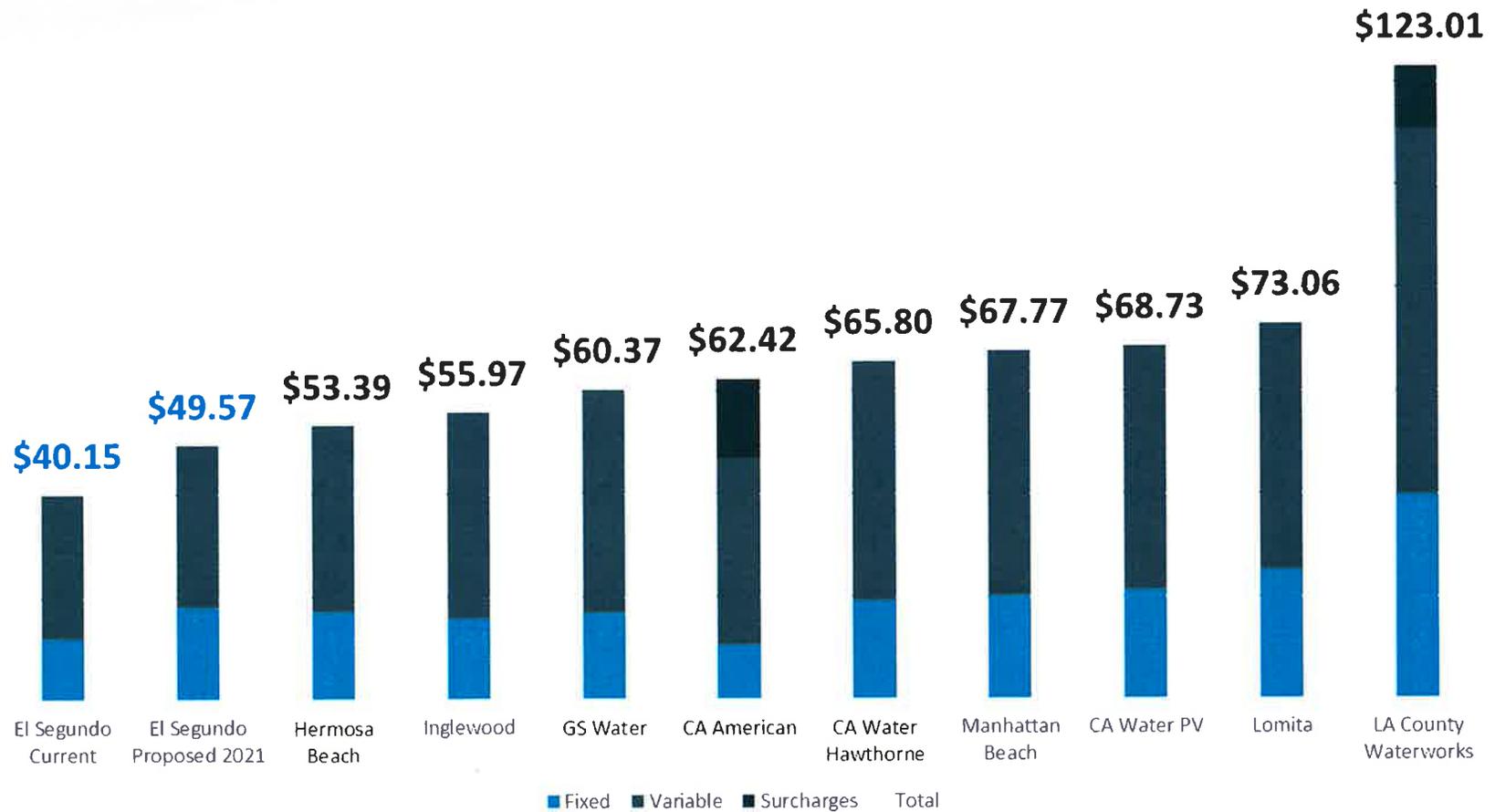
Cost of Service Commodity Rates

Customer Class	Current	Total Proposed	Dollar Change
Single Family Residential			
Tier 1	\$ 2.82	\$ 2.88	\$ 0.06
Tier 2	5.19	5.47	0.28
Tier 3	5.90	6.85	0.95
Tier 4	5.19	N/A	N/A
Non-Residential			
Tier 1	3.43	4.17	0.73
Tier 2	4.19	N/A	N/A
Tier 3	4.44	N/A	N/A
Tier 4	4.66	N/A	N/A
Chevron			
Tier 1	3.43	4.90	1.47
Tier 2	4.19		N/A
Tier 3	4.44		N/A
Tier 4	4.66		N/A

Customer Impact

Residential Monthly Water Bill Impacts				Dollar
Meter Size	ccf	2020	2021	Change
5/8" and 3/4"	0	\$ 11.95	\$ 18.18	\$ 6.23
5/8" and 3/4"	5	\$ 26.05	\$ 32.58	\$ 6.53
5/8" and 3/4"	9	\$ 37.33	\$ 44.10	\$ 6.77
5/8" and 3/4"	14	\$ 60.91	\$ 72.84	\$ 11.93
5/8" and 3/4"	30	\$ 151.05	\$ 182.60	\$ 31.55
1"	40	\$ 225.20	\$ 257.73	\$ 32.53

Monthly Water Rate Survey - 5/8" Meter, 10 ccf



Proposed Water Rates

Meter Size	Current 2020	Proposed 2021	Proposed 2022	Proposed 2023	Proposed 2024	Proposed 2025
5/8" and 3/4"	\$ 11.95	\$ 18.18	\$ 18.73	\$ 19.30	\$ 19.88	\$ 20.48
1"	27.10	24.71	25.46	26.23	27.02	27.84
1 1/2"	33.94	41.05	42.29	43.56	44.87	46.22
2"	62.90	60.65	62.47	64.35	66.29	68.28
3"	141.61	122.74	126.43	130.23	134.14	138.17
4"	251.25	214.23	220.66	227.28	234.10	241.13
6"	469.74	433.16	446.16	459.55	473.34	487.55
8"	823.49	923.29	950.99	979.52	1,008.91	1,039.18
10"	1,288.35	1,380.75	1,422.18	1,464.85	1,508.80	1,554.07

Residential

Tier 1	\$ 2.82	\$ 2.88	\$ 2.97	\$ 3.06	\$ 3.16	\$ 3.26
Tier 2	5.19	5.47	5.64	5.81	5.99	6.17
Tier 3	5.90	6.86	7.07	7.29	7.51	7.74
Tier 4	5.19					

Non-Residential

Tier 1	\$ 3.43	\$ 4.17	\$ 4.30	\$ 4.43	\$ 4.57	\$ 4.71
Tier 2	4.19					
Tier 3	4.44					
Tier 4	4.66					

Chevron

Tier 1	\$ 3.43	\$ 4.90	\$ 5.05	\$ 5.21	\$ 5.37	\$ 5.54
Tier 2	4.19					
Tier 3	4.44					
Tier 4	4.66					

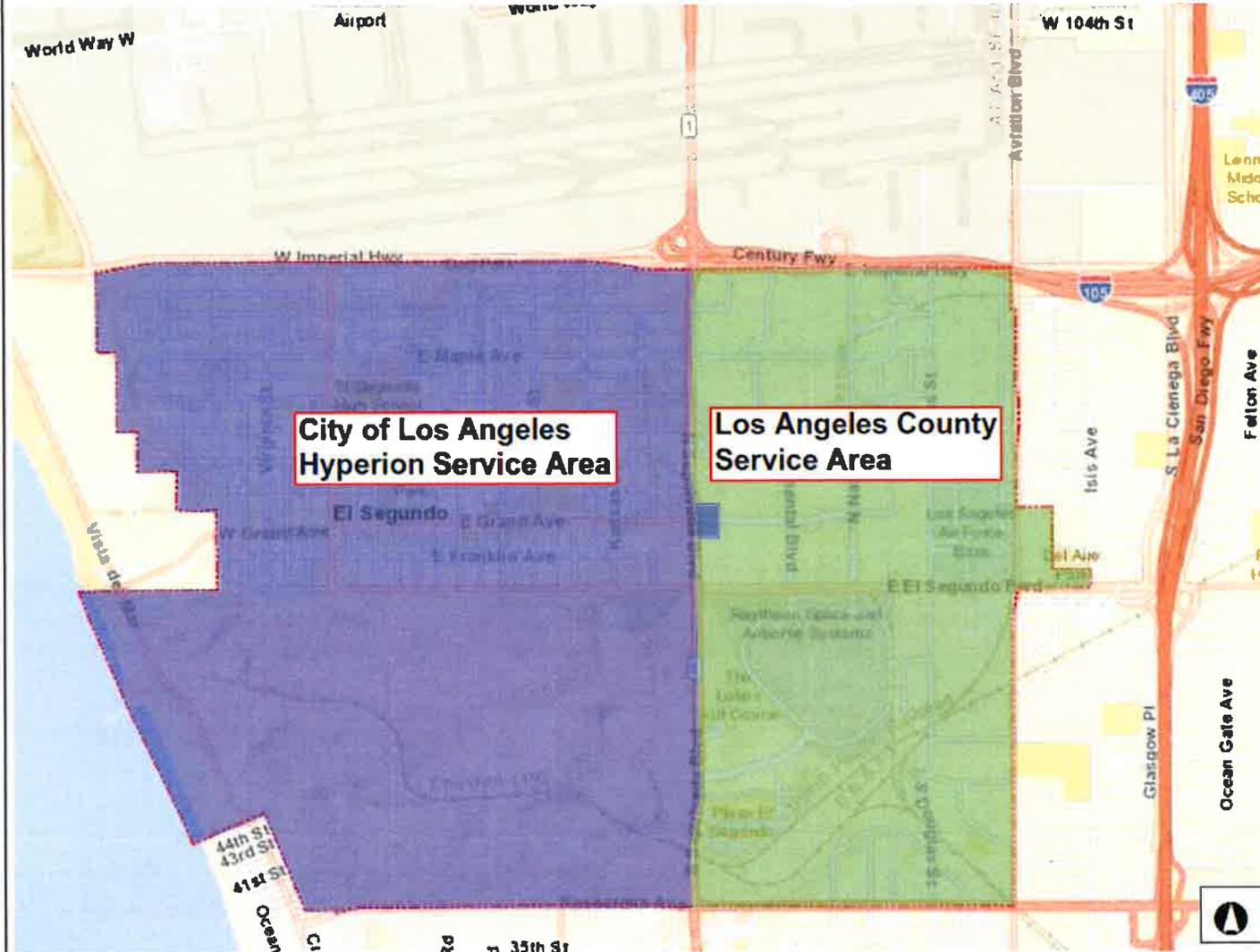
Wastewater Rate Discussion

Wastewater Operational Parameters

- City operates and maintains the wastewater collection system citywide
- Wastewater treatment is divided by geographic region between East and West
 - › East side of PCH is serviced by LA County through the Joint Water Pollution Control Plant in Carson
 - The County directly charges property owners for treatment services
 - › West side of PCH is serviced by the City of Los Angeles Hyperion Water Reclamation Plant
 - The City of LA charges the City of El Segundo directly for treatment services
 - El Segundo needs to recover this cost from the associated customers
 - This cost is allocated between Residential and Non-Residential customers



City of El Segundo Wastewater Service Map



Legend

- City Boundary
- Wastewater Treatment served by Los Angeles County
- Wastewater Treatment served by City of Los Angeles Hyperion

Notes

6,018.7 0 3,009.33 6,018.7 Feet

WGS_1984_Web_Mercator_Auxiliary_Sphere

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

Budget Summary

<u>Budget Components</u>	<u>FY 2021</u>	
Personnel	\$ 1,000,000	19.8%
Operations	1,200,000	23.8%
Capital	150,000	3.0%
Treatment	2,700,000	53.5%
Total:	\$ 5,050,000	100.0%

Factors Impacting Wastewater Rates

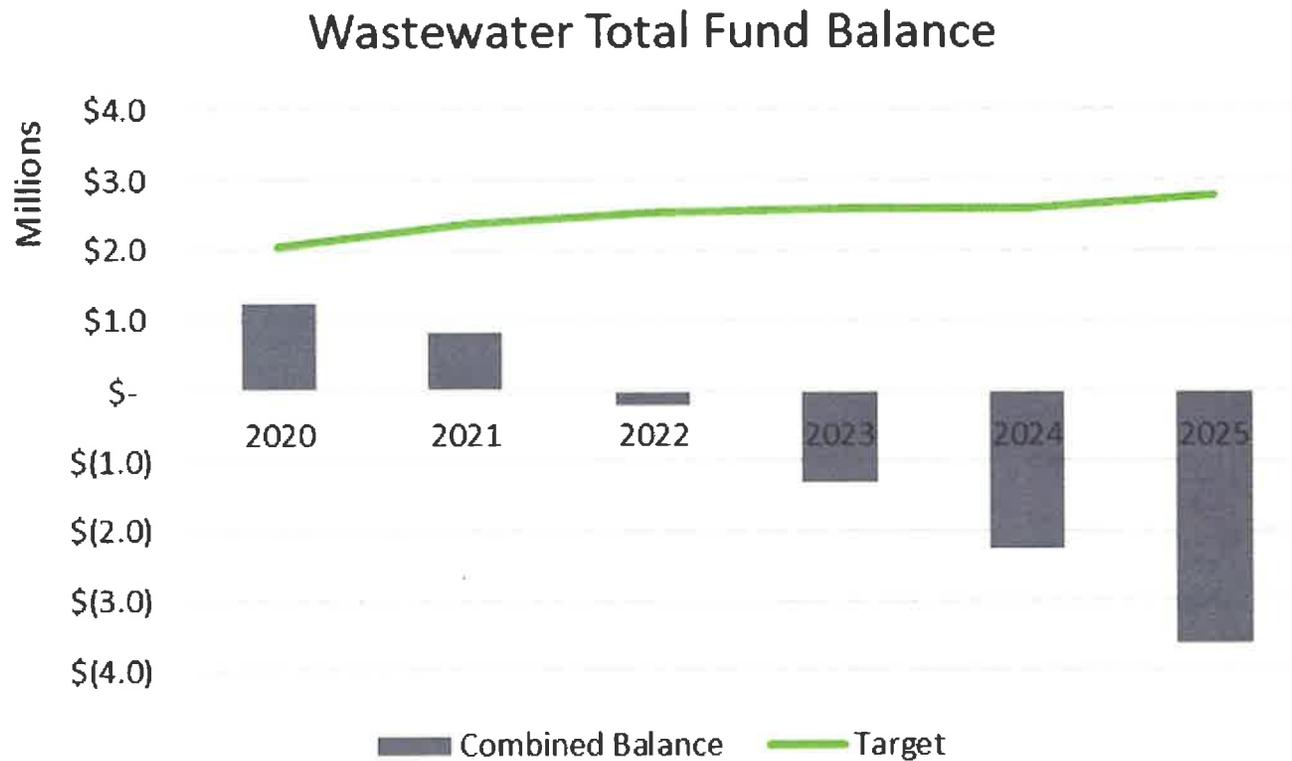
Past

- City has not increased rates since 2016
 - › Two prior rate increases have been 2%

Future

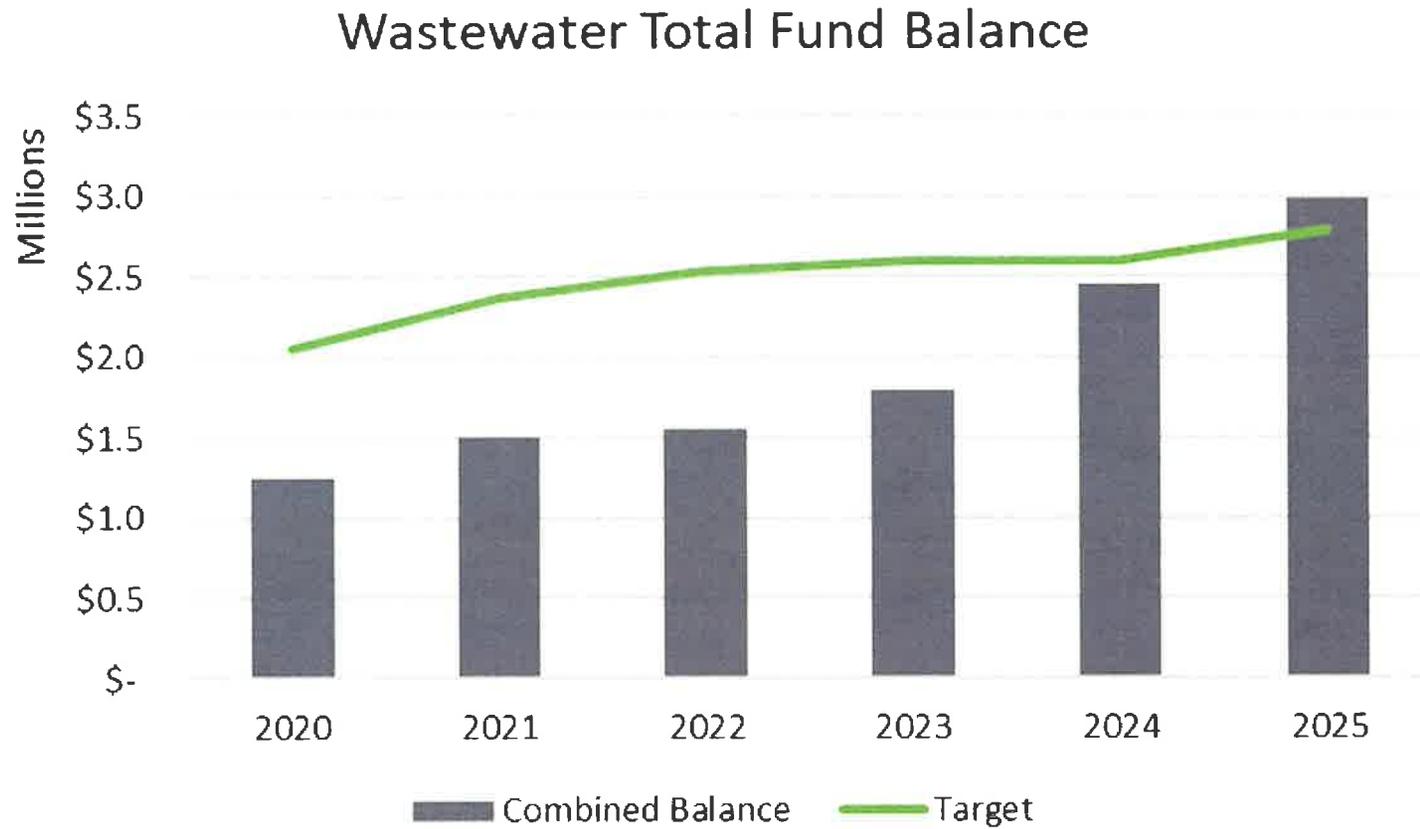
- Hyperion treatment costs
 - › El Segundo costs increased by 91% from FY 2017 to FY 2021
- Average increase in O&M over the next five years is an annual 6%

Status Quo Proforma



Proposed Financial Plan

Jan 2021 20%, then four years of 4%



Proposed Wastewater Rate

- Single Family flat rate based on 9 ccf
- Everyone else including multi-family, are charged a flat rate which includes a minimum usage of 9 ccf
 - › Usage above 9 ccf is charged on a \$/ccf basis
- Proposed fee takes into account the charge by the City of LA for treatment and is broken out between Residential and non-Residential customers

Proposed Rates

~\$28 of the Proposed Bill is for City of LA Treatment Cost

Minimum Charge	Current 2020	Proposed 2021	Proposed 2022	Proposed 2023	Proposed 2024	Proposed 2025
SFR	\$ 23.23	\$ 44.45	\$ 46.45	\$ 48.55	\$ 50.74	\$ 53.03
MFR	38.04	44.45	46.45	48.55	50.74	53.03
Commercial West	26.88	52.13	54.48	56.94	59.51	62.19
Commercial East	7.26	16.93	17.69	18.49	19.33	20.20

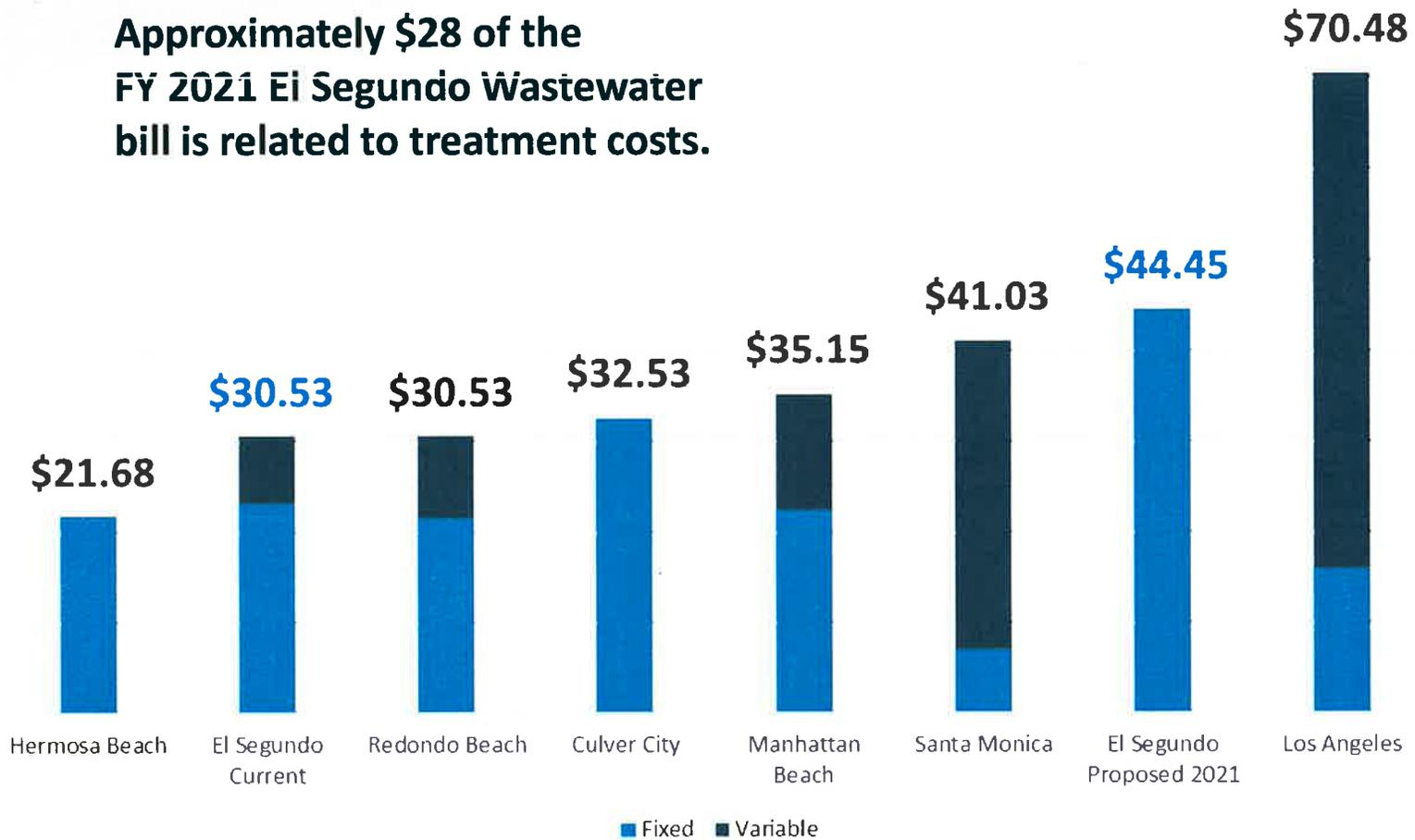
Volumetric	Current 2020	Proposed 2021	Proposed 2022	Proposed 2023	Proposed 2024	Proposed 2025
SFR	\$ 0.73	N/A				
MFR	0.91	4.60	4.81	5.03	5.26	5.50
Commercial West	1.04	5.46	5.71	5.97	6.24	6.53
Commercial East	1.04	1.54	1.62	1.70	1.78	1.87

Wastewater Customer Impact

Residential Monthly Sewer Bill Impacts				Dollar
Meter Size	ccf	2020	2021	Change
5/8" and 3/4"	0	\$ 23.23	\$ 42.68	\$ 19.45
5/8" and 3/4"	5	\$ 26.88	\$ 42.68	\$ 15.80
5/8" and 3/4"	9	\$ 29.80	\$ 42.68	\$ 12.88
5/8" and 3/4"	14	\$ 33.45	\$ 42.68	\$ 9.23
5/8" and 3/4"	30	\$ 45.13	\$ 42.68	\$ (2.45)
1"	40	\$ 58.27	\$ 42.68	\$ (15.59)

Monthly Wastewater Rate Comparison – 10 ccf

Approximately \$28 of the FY 2021 El Segundo Wastewater bill is related to treatment costs.

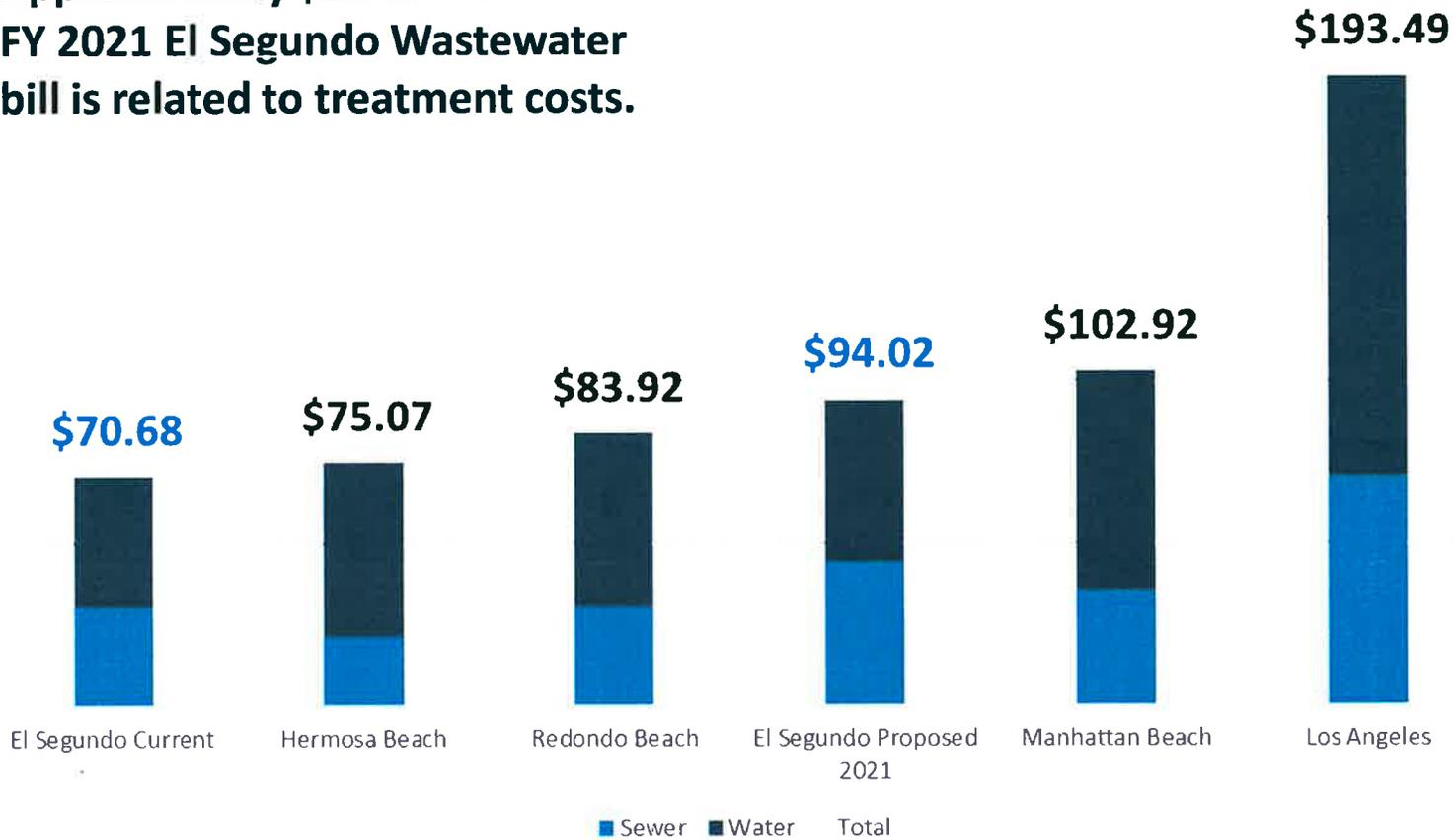


Total Customer Impact

Residential Monthly Combined Bill Impacts				Dollar
Meter Size	ccf	2020	2021	Change
5/8" and 3/4"	0	\$ 35.18	\$ 60.86	\$ 25.68
5/8" and 3/4"	5	\$ 52.93	\$ 75.26	\$ 22.33
5/8" and 3/4"	9	\$ 67.13	\$ 86.78	\$ 19.65
5/8" and 3/4"	14	\$ 94.36	\$ 115.52	\$ 21.16
5/8" and 3/4"	30	\$ 196.18	\$ 225.28	\$ 29.10
1"	40	\$ 283.47	\$ 300.41	\$ 16.94

Monthly Combined Rate Comparison - 5/8" Meter, 10 ccf

Approximately \$28 of the FY 2021 El Segundo Wastewater bill is related to treatment costs.



Next Step

- September 1 City Council meeting
 - › Present the final report and receive authorization to proceed with Prop 218 Notice
- November 17 Public Hearing
 - › City Council consideration of rate adoption
- January 1, 2021
 - › New rates implemented