AGENDA

EL SEGUNDO CITY COUNCIL
REGULAR MEETING
TUESDAY, JUNE 7, 2022

4:00 PM CLOSED SESSION
6:00 PM OPEN SESSION

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

THE CITY COUNCIL CHAMBER IS NOW OPEN TO THE PUBLIC

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

Tracy Weaver, City Clerk
Matthew Robinson, City Treasurer

Executive Team

Darrell George, Interim City Manager
Barbara Voss, Deputy City Manager
Jaime Bermudez, Police Chief
Michael Allen, Dev. Services Director
Elias Sassoon, Public Works Director
John Jones, Interim Com. Services Dir.
Mark Hensley, City Attorney
Joe Lillio, Chief Financial Officer
Deena Lee, Fire Chief
Rebecca Redyk, HR Director
Charles Mallory, IT Director

MISSION STATEMENT:
"Provide a great place to live, work, and visit."

VISION STATEMENT:
"Be a global innovation leader where big ideas take off while maintaining our unique small-town character."

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

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

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

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

4:00 PM CLOSED SESSION – CALL TO ORDER / ROLL CALL

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

SPECIAL ORDERS OF BUSINESS

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

THREAT TO PUBLIC SERVICES OR FACILITIES

Consultant with: City Manager, City Attorney, Police Chief and Fire Chief

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

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

CONFERENCE WITH CITY'S LABOR NEGOTIATOR (GOV'T CODE §54957.6): -4- MATTER(S)

1. Employee Organizations: Fire Fighters Association (FFA), Police Officers Association (POA), Supervisory Professional Employee Association (SPEA) and Management Confidential (unrepresented).

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

CONFERENCE WITH REAL PROPERTY NEGOTIATOR (GOV'T CODE §54956.8): -0- MATTER(S)

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

INVOCATION – Rev. Scott Geminn, St. John's Lutheran Church

PLEDGE OF ALLEGIANCE – Council Member Nicol

SPECIAL PRESENTATIONS

1. LGBTQ+ Pride Month
2. Juneteenth Proclamation

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

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

A. PROCEDURAL MOTIONS

Read All Ordinances and Resolutions on the Agenda by Title OnlyA

Recommendation -

Approval

B. CONSENT

3. **City Council Meeting Minutes**

Recommendation -

1. Approve Special City Council meeting minutes (Budget Session II) and Regular City Council meeting minutes of May 17, 2022 and Special City Council meeting minutes (CCB Interviews) of May 24, 2022.

4. **Warrant Demand Register for May 2, 2022 through May 22, 2022**

Recommendation -

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

2. Approve Warrant Demand Register numbers 21B, 22A and 22B: warrant numbers 3040608 through 3040873, and 9002490 through 9002524.

5. **Police Department Rooftop Chiller Unit Replacement Project**

Recommendation -

1. Authorize the City Manager to amend the El Segundo Police Department Temporary Chiller Project Contract 6263 with ACCO Engineered Systems, Inc. for an additional amount of $40,920 and extend this contract by six months.

2. Adopt a resolution to approve plans and specifications for the Police Department Rooftop Chiller Unit Replacement Project No. PW 22-09.

3. Authorize staff to advertise the project for bids.

6. **FY 21-22 Pavement Rehabilitation Project Plan and Funding via SB 1 for FY 22-23**

Recommendation -

1. Adopt the attached Resolution approving Plans and Specifications for the FY 21-22 Pavement Rehabilitation Project (Project No. PW 22-01) and authorize advertising for bids.

2. Adopt the attached Resolution identifying street rehabilitation project to be funded with SB 1, "Road Repair and Accountability Act" fund for FY 22-23.

7. **Resolution Approving Final Tract Map No. 83507 (EA-1305) for a Multi-Lot Merger and Resubdivision at 2000 E. El Segundo Boulevard**

Recommendation -

1. Adopt a resolution approving final Tract Map No. 83507 (EA-1305) for a multi-lot merger and resubdivision at 2000 E. El Segundo Boulevard to allow construction and subdivision for a new sports facility, the Nash Street Extension, and future commercial developments.

2. Authorize City staff and the City Clerk to sign the Map for recordation.

8. **Acacia Park Deed Restriction to Facilitate State Parks Grant Funding**

Recommendation -

1. Authorize the City Manager to execute a deed restriction on Acacia Park in a form acceptable to the City Attorney.

2. Direct staff to record the deed restriction with the Los Angeles County Recorder.

C. PUBLIC HEARINGS

9. **FY 2022-2023 Master Fee Schedule**

Recommendation -

1. Conduct a public hearing on the proposed fee adjustments.

2. Adopt a resolution establishing changes to the schedule of fees and charges for City services.

D. STAFF PRESENTATIONS

10. **Resolutions for the November 8, 2022 General Municipal Election November 8, 2022.**

Recommendation -

1. Adopt a resolution calling a general municipal election on November 8, 2022 for the election of two Council members and up to three ballot measures.

2. Adopt a resolution requesting the County of Los Angeles to consolidate the City's general municipal election on November 8, 2022 with the statewide general election to be held on the same date.

3. Adopt a resolution adopting requirements for candidate statements filed with the City Clerk to be included with voter information for the November 8, 2022 general municipal election.

11. **Resolution Submitting a City Initiative Regulating Commercial Cannabis to the Voters per Elections Code § 9222**

Recommendation -

1. Adopt a resolution submitting a City initiative regarding commercial cannabis to the voters at the November 8, 2022 election per Elections Code § 9222 and finding such City initiative exempt from CEQA pursuant to CEQA Guidelines §§ 15061(b)(3), 15308, and 15783.

2. If desired, authorize one or more members of the City Council to file a written argument for the City initiative on behalf of the City Council or authorize one or more members of the Council to file one or more arguments regarding the measure as individuals.

3. If desired, direct the City Attorney to prepare an impartial analysis of the City initiative.

12. **Resolution Submitting a Voter Initiative Regulating Commercial Cannabis to the Voters per Elections Code § 9215**

Recommendation -

1. Adopt a resolution submitting a voter initiative regarding commercial to the voters at the November 8, 2022 election per Elections Code § 9215 and finding such voter initiative exempt from CEQA pursuant to CEQA Guidelines §§ 15062(c)(2), 15062(c)(3), and the holding in Tuolumne Jobs & Small Businesses Alliance v. Superior Court (2014) 59 Cal.4th

1029.

2. If desired, authorize one or more members of the City Council to file a written argument against the voter initiative on behalf of the City Council.

3. If desired, direct the City Attorney to prepare an impartial analysis of the voter initiative.

13. **Resolution Submitting a City Cannabis Tax Initiative to the Voters per Elections Code § 9222**

Recommendation -

1. Adopt a resolution, by at least two-thirds vote, submitting a City cannabis business tax initiative ballot measure to the voters at the November 8, 2022 election per Elections Code § 9215 and finding such tax initiative to not constitute a project per CEQA Guidelines § 15378(b)(4) and, therefore, exempt from CEQA pursuant to CEQA Guidelines § 15060.

2. If desired, authorize one or more members of the City Council to file a written argument for the City tax initiative on behalf of the City Council or authorize one or more members of the Council to file one or more arguments regarding the measure as individuals.

3. If desired, direct the City Attorney to prepare an impartial analysis of the City tax initiative.

14. **Repair of the City of El Segundo Wiseburn Unified School District Aquatics Center Pool Heaters**

Recommendation -

1. Adopt a resolution, by four-fifths vote, declaring the existence of an emergency and authorizing the award of a contract without competitive bidding pursuant to Public Contract Code §§ 1102, 20168, and 22050 regarding the needed repair work for the failed heaters at the Aquatic Center.

2. Authorize the City Manager to approve and execute a standard Public Works Construction Contract with Knorr Systems Int'l to repair existing heaters at the El Segundo Wiseburn Aquatics Center for an amount of $168,510 and authorize an additional $16,490 as contingency funds for potential unforeseen conditions, for a total budget amount of $185,000.

15. **Contract with Swoop, Inc. to Provide the 2022 Summer Beach Shuttle Services**

Recommendation –

1. Authorize the City Manager to execute a contract with Swoop for $85,000 for summer 2022 beach shuttle operations.

16. **Reclassify City Clerk's Office Job Classifications**

Recommendation -

1. Approve reclassification of the Deputy City Clerk II classification to Assistant City Clerk and approve reclassification of the Deputy City Clerk I classification to Deputy City Clerk.

2. Adopt a resolution establishing the basic salary range for the Assistant City Clerk and Deputy City Clerk positions.

3. Adopt the class specifications for the Assistant City Clerk and Deputy City Clerk positions.

4. Adopt the examination plans for Assistant City Clerk and Deputy City Clerk.

E. COMMITTEES, COMMISSIONS AND BOARDS PRESENTATIONS

17. **Appointments to the Planning Commission and Recreation and Parks Commission**

Recommendation -

1. Announce the appointments to the Planning Commission and Recreation and Parks Commission.

F. REPORTS - CITY CLERK

G. REPORTS - CITY TREASURER

H. REPORTS - COUNCILMEMBERS

COUNCILMEMBER GIROUX

COUNCILMEMBER NICOL

COUNCILMEMBER PIRSZTUK

MAYOR PRO TEM PIMENTEL

MAYOR BOYLES

I. REPORTS - CITY ATTORNEY

J. REPORTS/FOLLOW-UP - CITY MANAGER

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

REPORT OF ACTION TAKEN IN CLOSED SESSION (if required)

MEMORIALS

ADJOURNMENT

POSTED:
DATE: June 2, 2022
TIME: 4:30 PM
BY: Tracy Weaver

Proclamation

City of El Segundo, California

WHEREAS, the City of El Segundo cherishes the value and dignity of each person, and recognizes and appreciates the importance of and respect, equality, and freedom; and

WHEREAS, all are welcomed in the City of El Segundo to live, work, and play, and every individual and family deserves a place to call home where they are safe, happy, and supported by friends, neighbors and community leaders; and

WHEREAS, the City of El Segundo denounces prejudice and unfair discrimination based on age, gender identity, gender expression, race, color, religion, marital status, national origin, sexual orientation, or physical attributes as an affront to our fundamental principles; and

WHEREAS, the LGBTQ+ community has worked tirelessly for respect and equality, and continues to celebrate authenticity, acceptance, and love; and

WHEREAS, Pride Month began in June of 1969 on the one-year anniversary of the Stonewall Uprising in New York City after LGBTQ+ and allied friends rose up and fought against harassment and discriminatory laws that have since been declared unconstitutional; and

WHEREAS, the City of El Segundo celebrates and appreciates the cultural, civic, and economic contributions of the Lesbian, Gay, Bisexual, Transgender, Queer, plus (LGBTQ+) community which strengthens our social welfare; and

WHEREAS, it is imperative that people in our community, regardless of sexual orientation, gender identity, and gender expression, feel valued, safe, empowered, and supported by their peers and community leaders.

NOW, THEREFORE, on this 7th day of June, 2022, the Mayor and Members of the City Council of the City of El Segundo, California, hereby proclaim June 2022 as **"LGBTQ+ Pride Month"** in El Segundo and encourage all residents to celebrate the progress toward justice, equality, and liberty in the LGBTQ+ community and join us in the fights that remain to be won. The City Council of the City of El Segundo further calls upon residents and employees of El Segundo to observe June 2022 as LGBTQ+ Pride Month in honor of our LGBTQ+ residents, employees, and visitors, and to the contributions they continue to make to our community.

Mayor Drew Boyles

Mayor Pro Tem Carol Pirsztuk *Council Member Chris Pimentel*

Council Member Scot Nicol *Council Member Lance Giroux*

Proclamation

City of El Segundo, California

WHEREAS, this nation was founded on the principle stated in the Declaration of Independence that "all men are created equal, that they are endowed by their creator with certain unalienable rights, that among these are Life, Liberty and the pursuit of Happiness" but in which people who were African American were held in slavery for many years; and

WHEREAS, President Abraham Lincoln signed the Emancipation Proclamation on January 1, 1863, which holds that all persons held as slaves within a State or designated part of a State "shall be then, thenceforward, forever free," changing the legal status of 3.5 million enslaved African Americans from slave to free; and

WHEREAS, the Emancipation Proclamation paved the way for the 13th Amendment to the Constitution of the United Stated, which formally abolished slavery in the United States of America; and

WHEREAS, news of the Emancipation Proclamation did not reach the most distant slave states until two-and-one-half years later, being read in Galveston, Texas, on June 19, 1865; and

WHEREAS, the day of respect and remembrance called "Juneteenth," a combination of the words "June" and "nineteenth", is observed as an important day in our nation's history; and

WHEREAS, Juneteenth commemorates African American freedom while also serving as a reminder of the inequities faced by African Americans throughout our nation's history; and

WHEREAS, El Segundo recognizes that a diverse community founded on shared values and community spirit is our strength and opportunity for the future.

NOW, THEREFORE, the Mayor and members of the City Council of the City of El Segundo, California, hereby proclaim June 19, 2022 as ***Juneteenth Celebration Day*** and urge all citizens to celebrate our diversity, to recognize the strength of a rich culture and experience the African American heritage. This celebration acknowledges the history of an important part of American society and helps unify our city, and our nation as a whole.

Mayor Drew Boyles

Mayor Pro Tem Carol Pirsztuk *Council Member Chris Pimentel*

Council Member Scot Nicol *Council Member Lance Giroux*

MEETING MINUTES OF EL SEGUNDO CITY COUNCIL SPECIAL SESSION
BUDGET SESSION II FY 2022-23
TUESDAY, MAY 17, 2022 – 3:00 PM

CALL TO ORDER – Mayor Pro Tem Pimentel at 3:03 PM

ROLL CALL

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

PLEDGE OF ALLIGIANCE – Council Member Nicol

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

STUDY SESSION OUTLINE:

Darrell George, Interim City Manager welcomed everyone to the meeting.

City Council to conduct a Budget Study Session and provide direction, as necessary.

1. Study Session Overview – Joe Lillio, Chief Financial Officer

2. Background Items – Joe Lillio, Chief Financial Officer

    A. FY 2021-2022 Budget Update – Joe Lillio, Chief Financial Officer

3. Proposed FY 2022-2023 Budget

    A. City-wide Budget Summaries – Joe Lillio, Chief Financial Officer and other members of the Finance staff presented at the May 3, 2022 Budget Session I Meeting,
    B. General Fund Estimated Revenues - by Source – Dino Marsocci, Treasury and Customer Services Manager presented at the May 3, 2022 Budget Session I Meeting.
    C. General Fund Proposed Appropriations - Joe Lillio, Chief Financial Officer and Fire Chief Deena Lee presented.
    D. Capital Improvements Program (CIP) Update – Elias Sassoon, Public Works Director presented.
    E Reserve Policies – Discussed during the May 3, 2022 Budget Session I Meeting.

Council discussed and several department directors answered Councils inquiries regarding their department budgets. See meeting video for details of the discussions.

Council consensus directing staff to explore financing options for Capital and Infrastructure needs. Staff will bring back a detailed staff report and presentation to the regular City Council Meeting of June 7, 2022.

4. Next Steps – Joe Lillio, Chief Financial Officer stated the following items regarding the budget would be before Council;
   - City Wide Fee Resolution (June 7, 2022)
   - Development Impact Fees (June 21, 2022)
   - FY 2022-2023 Budget Public Hearing and Adoption (June 21, 2022)
   - Beginning of FY 2022-2023 (July 1, 2022)

ADJOURNMENT at 4:42 PM

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Tracy Weaver, City Clerk

MEETING MINUTES OF THE EL SEGUNDO CITY COUNCIL
TUESDAY, MAY 17, 2022

CLOSED SESSION – Mayor Pro Tem Pimentel called to order at 4:43 PM due to Special Budget Session from 3:00 PM – 5:00 PM.

ROLL CALL

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

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

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

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Initiation of litigation pursuant to Government Code §54956.9 (d)(4): -1- Matter(s)

PUBLIC EMPLOYMENT (GOV'T CODE § 54957) -1- MATTER(S)

City Manager Recruitment

CONFERENCE WITH CITY'S LABOR NEGOTIATOR (GOV'T CODE §54957.6): -2- MATTER(S)

Employee Organizations: Fire Fighters' Association and Police Officers' Association

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

Recessed at 5:55 PM

Continued at 8:05 PM

Adjourned at 8:46 PM

OPEN SESSION – Mayor Pro Tem Pimentel called to order at 6:03 PM

ROLL CALL

Mayor Boyles - Absent
Mayor Pro Tem Pimentel - Present
Council Member Pirsztuk - Present
Council Member Nicol - Present
Council Member Giroux - Present
INVOCATION – Reverend Dina Ferguson, St. Michael Episcopal Church

PLEDGE OF ALLEGIANCE – Council Member Giroux

SPECIAL PRESENTATIONS:

1. Commendation read by Council Member Pirsztuk, proclaiming El Segundo Women's Club Centennial. Donna Mae Ellis received the Commendation.

2. Council recognized Sgt. Luke Muir for Graduating from the Sherman Block Supervisory Leadership Institute.

PUBLIC COMMUNICATIONS – (Related to City Business Only – 5-minute limit per person, 30-minute limit total)
Liz Garnholz, resident, not in favor of retail cannabis sales in El Segundo.
Jonatan Cvetko, non-resident, thanked Council for their due diligence on the cannabis initiative put forth from staff.
Paul Lanyi, resident and Senior Housing Corporation board member, spoke regarding Park Vista and the possible pulling of the item #E15.
Robert, Boy Scout Troop 267, in favor of the fee waiver for item #B12
Charles Henry, Boy Scout Troop 267, in favor of the fee waiver for item #B12
Tyler Kazen, resident, Boy Scout Troop 267, in favor of the fee waiver for item #B12
Joseph Kuri, resident, Boy Scout Troop 267, in favor of the fee waiver for item #B12
Vicken Semerdjian, resident, Boy Scout Troop 267, in favor of the fee waiver for item #B12
Michael Lipsey, resident, and troop leader for Boy Scout Troop 267, in favor of the fee waiver for item #B12

CITY MANAGER FOLLOW-UP COMMENTS:
Mr. George commented on item #B12 and the postponement of item #E15 until the June 7th meeting. Mr. Hensley commented on the tax initiative combined with the cannabis initiative.

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

MOTION by Council Member Giroux, SECONDED by Council Member Nicol to read all ordinances and resolutions on the agenda by title only. MOTION PASSED BY UNANIMOUS VOTE. 4/0

B. CONSENT:

3. Approve Special City Council meeting minutes of April 12, 2022 (Strategic Planning Session), Special (Budget Session) and Regular City Council meeting minutes of May 3, 2022.
(Fiscal Impact: None)

4. Approve warrants demand register for April 11, 2022 through May 01, 2022, numbers 20A, 20B, and 21A: warrant numbers 3040305 through 3040607 and, 9002482 through 9002489. Ratify Payroll and employee benefit Checks; Checks released early due to contracts or agreement; Emergency disbursements and/or adjustments; and, Wire transfers.
(Fiscal Impact: $4,727,353.23 ($1,688,039.64 in check warrants and $3,039,313.59 in wire warrants))

5. Approve the suspension of El Segundo Municipal Code Section 7-6-8 to allow adults over the age of 21 years to bring and consume alcohol at Library Park on the days of the Summer Concerts in the Park events, Sunday's June 19, June 26, July 24 and August 7, 2022 from 3:00 PM to 7:00 PM.
(Fiscal Impact: None)

6. Adopt Resolution No. 5328 appointing Hank Lu, Risk Manager, as an alternate representative to the Independent Cities Risk Management Authority Governing Board, and maintain Joseph Lillio, Chief Financial Officer, as the primary representative and Chris Pimentel, Mayor Pro Tem, as the alternate representative.
(Fiscal Impact: None)

7. Approve Faze 1 Corporation DBA Premier Pipe, Inc.'s relief from its bid due to clerical errors in accordance with the Public Contract Code's Relief of Bidders statutes and authorize the City Manager to execute Standard Public Works Construction Contract No. 6367 with Empire Pipe Cleaning and Equipment, Inc. for $388,445.03 for the Sewer Closed Circuit Television Inspection Project and authorize an additional $39,000 as contingency funds for potential unforeseen conditions.
(Fiscal Impact: $430,000 included in adopted FY 2021/22 Budget)

8. Approve Agreement No. 6368 to License Agreement No. 9.4190 with Southern California Edison (SCE), which includes the SCE land located at Washington Park, along with any additional amendments approved by the City Manager, in consultation with the City Attorney and approve Agreement No. 6369 to License Agreement No. 9.7879 with Southern California Edison, which is located at The Lakes and Topgolf, along with any additional amendments approved by the City Manager, in consultation with the City Attorney.
(Fiscal Impact: License Agreement No. 9.4190 is included in the Adopted FY 2021/22 Budget and will be included in subsequent fiscal years' budgets.
Amount Budgeted in FY 2021-22 = $2,069.29; FY 2022-23 = $2,131.37; FY 2023-24 = $2,195.30; FY 2024-25 = 2,261.17; and FY 2025-26 = $2,329.00

License Agreement No. 9.7879 is included in the Adopted FY 2021/22 Budget at $0 and will be included in subsequent fiscal years' budgets at $0. The annual SCE License agreement will be fully paid for by Topgolf as part of the Topgolf Lease Agreement. Amount Budgeted in FY 2021-22 = $39,701.11 due upon lease approval; FY 2021-22 = $40,892.15 due by June 24, 2022; FY 2022-23 = $42,118.91; FY 2023-24 = $43,382.48; and FY 2024-25 = $41,867.64)

9. Approve Resolution No. 5329 to continue the City's utilization of relaxed teleconferencing requirements under the Brown Act.
(Fiscal Impact: None)

10. Approve the conversion of the Communications Manager classification from Civil Service to at-will status and adopt the revised classification specification and examination plan for the Communications Manager position.
(Fiscal Impact: None)

11. Adopt Resolution No. 5330 for paying and reporting the value of Employer Paid Member Contribution for Police Managers' Association (PMA).
(Fiscal Impact: None)

12. PULLED BY COUNCIL MEMBER NICOL

MOTION by Council Member Pirsztuk, SECONDED by Council Member Giroux approving Consent Agenda items 3, 4, 5, 6, 7, 8, 9, 10, 11. MOTION PASSED BY UNANIMOUS VOTE. 4/0

PULLED ITEMS:

12. Fee Waiver for Boy Scout Troop 267 for Flag Day Retirement Ceremony at the Campfire Circle in Recreation Park
(Fiscal Impact: The resident non-profit organization fee for use of the fire circle at Recreation Park for the timeframe of this event is $141.75. If approved, this fee will not be collected)

Council Discussion

MOTION by Council Member Nicol, SECONDED by Council Member Pirsztuk approving (as amended) fee waiver for all Boy's and Girl Scout Troops in El Segundo for Flag Day Retirement Ceremonies at the Recreation Park Campfire Circle. MOTION PASSED BY UNANIMOUS VOTE. 4/0

C. PUBLIC HEARINGS: None

D. STAFF PRESENTATIONS:

13. Adoption of Classification Specification and Resolution to Establish the Basic Salary Range for the Job Classification of Lifeguard Trainee (Part-time)
(Fiscal Impact: None)

Rebecca Redyk, Human Resources Director, reported on the item.

Council Discussion

Mark Hensley, City Attorney, read the resolution by title only:

RESOLUTION NO. 5331

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

MOTION by Council Member Pirsztuk, SECONDED by Council Member Nicol adopting the classification specification of the Lifeguard Trainee (Part-time) position and Resolution No. 5331. MOTION PASSED BY UNANIMOUS VOTE. 4/0

14. Staff Presentation and City Council Direction on a City Commercial Cannabis Tax Initiative and City Commercial Cannabis Regulatory Initiative
(Fiscal Impact: No fiscal impact for FY 2021/22, If City Council provides direction to staff to move forward with a ballot measure addressing the Cannabis Tax, there will be election costs of approximately $5,000 ($2,513 for the County election and about $2,487 for City Attorney and staff time) associated with each ballot measure included in the November 2022 election; sufficient funds will be included in the FY 2-22-23 Budget. Additional comparable costs would be associated with the City Regulatory Initiative)

Mark Hensley, City Attorney, Joseph Lillio, Chief Financial Officer, Michael Allen, Development Services Director and David McPherson, HdL Companies, presented the item.

Council Discussion

Cannabis Initiative requests;
- 1750 – 3000 sq. ft. required
- East of PCH with thoroughfare buffers

Tax Initiative requests;
- Up to a maximum 10% tax rate on gross receipts
- Double Sq. footage rate
- Council consensus to increase the CPI rate after Jan. 2026

Council consensus to receive and file presentation.

E. COMMITTEES, COMISSIONS AND BOARDS PRESENTATIONS:

15. ITEM PULLED TO A FUTURE CITY COUNCIL MEETING.
El Segundo Senior Citizens Housing Corporation Board's State of the Union Presentation on Park Vista and Associated Proposed Actions

F. REPORTS – CITY CLERK – Mentioned the Nomination period for the November 8, 2022 election will be July 18 through August 12, 2022.

G. REPORTS – CITY TREASURER – Not present

H. REPORTS – COUNCIL MEMBERS

Council Member Giroux – No report

Council Member Nicol – No report. Did mention Friday night Campfires at the Firepit at Recreation Park would be nice.

Council Member Pirsztuk – Thanked all for a successful Hometown Fair.

Mayor Pro Tem Pimentel – Mentioned an item will be coming forth regarding a Housing Trust, Chargers groundbreaking/ribbon cutting will be tomorrow, May 18th and mentioned the decision regarding Green Line connections will be made by the end of the summer.

Mayor Boyles – No report

I. REPORTS – CITY ATTORNEY – No report

J. REPORTS/FOLLOW-UP – CITY MANAGER – Mentioned the South Bay Housing Trust presentation will be on the June 21, 2022 City Council Meeting and gave an update on the pool heater situation at the Aquatics Center.

MEMORIALS – None

Adjourned at 8:02 PM

Council went back into Closed Session

Closed Session adjourned at 8:46 PM

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Tracy Weaver, City Clerk

SPECIAL MEETING MINUTES OF THE EL SEGUNDO CITY COUNCIL
TUESDAY, MAY 24, 2022 – 4:00 PM

CALL TO ORDER- Virtually by Mayor Pro Tem Pimentel at 4:09 PM

ROLL CALL

Mayor Boyles	-	Absent
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:

1. Conduct Recreation and Parks Commission Interviews

Council conducted interviews via Zoom. Council consensus to appoint Julie Stolnack to the Recreation and Parks Commission. Council will announce the appointment at the 6:00 PM, June 7, 2022 regular City Council meeting.

ADJOURNMENT at 5:06 PM

_____
Tracy Weaver, City Clerk

City Council Agenda Statement

Meeting Date: June 7, 2022
Agenda Heading: Consent
Item Number: B.4

TITLE:

Warrant Demand Register for May 2, 2022 through May 22, 2022

RECOMMENDATION:

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

2. Approve Warrant Demand Register numbers 21B, 22A and 22B: warrant numbers 3040608 through 3040873, and 9002490 through 9002524.

FISCAL IMPACT:

The warrants presented were drawn in payment of demands included within the FY 2021-2022 Adopted Budget. The total of $5,460,029.69 ($1,283,801.37 in check warrants and $4,176,228.32 in wire warrants) are for demands drawn on the FY 2021-2022 Budget.

BACKGROUND:

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

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

refund.

DISCUSSION:

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

CITY STRATEGIC PLAN COMPLIANCE:

Goal 5: Champion Economic Development and Fiscal Sustainability

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

PREPARED BY:
Wei Cao, CPA, CPFO, Management Analyst
REVIEWED BY:
Joseph Lillio, Chief Financial Officer
APPROVED BY:
Barbara Voss, Deputy City Manager

ATTACHED SUPPORTING DOCUMENTS:

1. Register 21b Summary
2. Register 22a Summary
3. Register 22b Summary

CITY OF EL SEGUNDO
WARRANTS TOTALS BY FUND

3040608 - 3040672
9002490 - 9002520

DATE OF APPROVAL: AS OF 05/17/22

REGISTER # 21b

001	GENERAL FUND	203,197.46
104	TRAFFIC SAFETY FUND	-
106	STATE GAS TAX FUND	6,282.15
108	ASSOCIATED RECREATION ACTIVITIES FUND	-
109	ASSET FORFEITURE FUND	2,247.67
110	MEAURE "R"	-
111	COMM. DEVEL. BLOCK GRANT	-
112	PROP "A" TRANSPORTATION	-
114	PROP "C" TRANSPORTATION	-
115	AIR QUALITY INVESTMENT PROGRAM	-
116	HOME SOUND INSTALLATION FUND	-
117	HYPERION MITIGATION FUND	-
118	TDA ARTICLE 3 - SB 821 BIKEWAY FUND	-
119	MTA GRANT	-
120	C.O.P.S. FUND	-
121	FEMA	-
122	L.A.W.A. FUND	-
123	PSAF PROPERTY TAX PUBLIC SAFETY	-
124	FEDERAL GRANTS	-
125	STATE GRANT	-
126	A/P CUPA PROGRAM OVERSIGHT SURCHARGE	305.00
127	MEAURE "M"	-
128	SB-1	-
129	CERTIFIED ACCESS SPECIALIST PROGRAM	3.80
130	AFFORDABLE HOUSING	-
131	COUNTY STORM WATER PROGRAM	-
202	ASSESSMENT DISTRICT #73	-
301	CAPITAL IMPROVEMENT FUND	48,591.85
302	INFRASTRUCTURE REPLACEMENT FUND	-
405	FACILITIES MAINTENANCE	-
501	WATER UTILITY FUND	2,791.91
502	WASTEWATER FUND	56.80
503	GOLF COURSE FUND	-
505	SOLID WASTE FUND	-
601	EQUIPMENT REPLACEMENT	-
602	LIABILITY INSURANCE	-
603	WORKERS COMP. RESERVE/INSURANCE	831.86
701	RETIRED EMP. INSURANCE	-
702	EXPENDABLE TRUST FUND - DEVELOPER FEES	2,277.29
703	EXPENDABLE TRUST FUND - OTHER	-
704	CULTURAL DEVELOPMENT	306.98
708	OUTSIDE SERVICES TRUST	3,613.75
	TOTAL WARRANTS	$ 270,508.52

STATE OF CALIFORNIA
COUNTY OF LOS ANGELES

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

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

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

CODES:

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

For Ratification:

A = Payroll and Employee Benefit checks

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

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

VOID CHECKS DUE TO ALIGNMENT:
N/A

VOID CHECKS DUE TO INCORRECT CHECK DATE:

VOID CHECKS DUE TO COMPUTER SOFTWARE ERROR:

NOTES

CHIEF FINANCIAL OFFICER

DATE: 5-11-2022

CITY MANAGER

DATE: 5-12-22

CITY OF EL SEGUNDO
PAYMENTS BY WIRE TRANSFER
05/02/22 THROUGH 05/08/22

Date	Payee		Description
5/2/2022	IRS	260,988.95	Federal 941 Deposit
5/2/2022	Employment Development	5,224.44	State SDI payment
5/2/2022	Employment Development	60,680.72	State PIT Withholding
5/5/2022	Cal Pers	61,411.15	EFT Retirement Safety Police Classic - 1st Tier 28
5/5/2022	Cal Pers	52,850.07	EFT Retirement Safety Fire- Classic 30168
5/5/2022	Cal Pers	45,429.25	EFT Retirement Misc - PEPRA New 26013
5/5/2022	Cal Pers	38,393.02	EFT Retirement Misc - Classic 27
5/5/2022	Cal Pers	26,863.41	EFT Retirement Safety-Police-PEPRA New 25021
5/5/2022	Cal Pers	13,570.86	EFT Retirement Safety-Fire-PEPRA New 25020
5/5/2022	Cal Pers	5,848.93	EFT Retirement Sfty Police Classic-2nd Tier 30169
5/6/2022	California EDD	15,339.46	Unemployment Insurance
5/6/2022	California EDD	7,549.16	Unemployment Insurance Penalities and Taxes
04/25/22-05/01/22	Workers Comp Activity	28,730.31	SCRMA checks issued, less Swiss Re check reimbursement
04/25/22-05/01/22	Liability Trust - Claims	-	Claim checks issued/(voided)
04/25/22-05/01/22	Retiree Health Insurance	-	Health Reimbursment checks issued
		622,879.73	

DATE OF RATIFICATION: 05/09/22
TOTAL PAYMENTS BY WIRE: **622,879.73**

Certified as to the accuracy of the wire transfers by:

Jasmine Allen — 05/09/22
Deputy City Treasurer II — Date

Chief Financial Officer — 5-11-2022
Date

City Manager — 5-12-22
Date

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

CITY OF EL SEGUNDO
WARRANTS TOTALS BY DEPARTMENT
AS OF 05/17/22
REGISTER # 21b

DEPT#	NAME	TOTAL
	GENERAL FUND DEPARTMENTAL EXPENDITURES	
	GENERAL GOVERNMENT	
1101	City Council	1,598.29
1201	City Treasurer	587.63
1300	City Clerk	148.61
2101	City Manager	2,033.93
2102	Communications	2,578.14
2103	El Segundo Media	1,397.92
2201	City Attorney	5,530.00
2401	Economic Development	255.74
2402	Planning	615.00
2500	Administrative Services	79,093.02
2601	Government Buildings	1,460.82
2700	Community Outreach/Planning	7,614.00
2900	Nondepartmental	
6100	Library	6,198.17
		109,111.27
	PUBLIC SAFETY	
3100	Police	18,429.63
3200	Fire	8,895.08
2403	Building Safety	
2404	Plng/Bldg Sfty Administration	10,085.05
		37,409.76
	PUBLIC WORKS	
4101	Engineering	125.55
4200	Streets/Park Maintenance	26,456.89
4300	Wastewater	
4601	Equipment Maintenance	(90.10)
4801	Administration	200.00
		26,692.34
	COMMUNITY DEVELOPMENT	
5100,5200	Recreation & Parks	6,359.84
5400	Centennial	
		6,359.84
	EXPENDITURES	
	CAPITAL IMPROVEMENT	48,591.85
	ALL OTHER ACCOUNTS	42,343.46
	TOTAL WARRANTS	270,508.52

CITY OF EL SEGUNDO
WARRANTS TOTALS BY FUND

3040673 - 3040778
9002521 - 9002522

DATE OF APPROVAL: AS OF 06/07/22

REGISTER # 22a

001	GENERAL FUND	359,782.19
104	TRAFFIC SAFETY FUND	-
106	STATE GAS TAX FUND	22,829.56
108	ASSOCIATED RECREATION ACTIVITIES FUND	-
109	ASSET FORFEITURE FUND	86,983.00
110	MEAURE "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	4,236.50
118	TDA ARTICLE 3 - SB 821 BIKEWAY FUND	-
119	MTA GRANT	-
120	C.O.P.S. FUND	-
121	FEMA	-
122	L.A.W.A. FUND	-
123	PSAF PROPERTY TAX PUBLIC SAFETY	-
124	FEDERAL GRANTS	-
125	STATE GRANT	495.00
126	A/P CUPA PROGRAM OVERSIGHT SURCHARGE	863.84
127	MEAURE "M"	-
128	SB-1	-
129	CERTIFIED ACCESS SPECIALIST PROGRAM	-
130	AFFORDABLE HOUSING	-
131	COUNTY STORM WATER PROGRAM	10,661.50
202	ASSESSMENT DISTRICT #73	-
301	CAPITAL IMPROVEMENT FUND	78,584.94
302	INFRASTRUCTURE REPLACEMENT FUND	-
405	FACILITIES MAINTENANCE	-
501	WATER UTILITY FUND	4,932.29
502	WASTEWATER FUND	8,735.99
503	GOLF COURSE FUND	4,009.50
505	SOLID WASTE FUND	-
601	EQUIPMENT REPLACEMENT	-
602	LIABILITY INSURANCE	247.33
603	WORKERS COMP. RESERVE/INSURANCE	563.62
701	RETIRED EMP. INSURANCE	-
702	EXPENDABLE TRUST FUND - DEVELOPER FEES	20,039.19
703	EXPENDABLE TRUST FUND - OTHER	6,303.04
704	CULTURAL DEVELOPMENT	554.71
708	OUTSIDE SERVICES TRUST	3,023.00
	TOTAL WARRANTS	$ 593,115.60

STATE OF CALIFORNIA
COUNTY OF LOS ANGELES

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

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

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

CODES:

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

For Ratification:

A = Payroll and Employee Benefit checks

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

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

VOID CHECKS DUE TO ALIGNMENT:
N/A

VOID CHECKS DUE TO INCORRECT CHECK DATE:

VOID CHECKS DUE TO COMPUTER SOFTWARE ERROR:

NOTES

CHIEF FINANCIAL OFFICER: Joseph Lee
DATE: 5-18-2022

CITY MANAGER:
DATE: 5-23-22

CITY OF EL SEGUNDO
PAYMENTS BY WIRE TRANSFER
05/09/22 THROUGH 05/15/22

Date	Payee		Description
5/9/2022	Cal Pers	575,140.74	EFT Health Insurance Payment
5/10/2022	West Basin	2,232,534.76	H2O payment
5/10/2022	California EDD	7,684.00	Unemployment Insurance
5/10/2022	California EDD	2,478.08	Unemployment Insurance Penalities and Taxes
5/13/2022	Mission Square	66,829.45	457 payment Vantagepoint
5/13/2022	Mission Square	550.00	IRA payment Vantagepoint
5/13/2022	ExpertPay	1,763.42	EFT Child support payment
05/02/22-05/08/22	Workers Comp Activity	38,591.42	SCRMA checks issued, less Swiss Re check reimbursement
05/02/22-05/08/22	Liability Trust - Claims	7,178.97	Claim checks issued/(voided)
05/02/22-05/08/22	Retiree Health Insurance		Health Reimbursment checks issued
		2,932,750.84	

DATE OF RATIFICATION: 05/16/22
TOTAL PAYMENTS BY WIRE: **2,932,750.84**

Certified as to the accuracy of the wire transfers by:

Jasmine Allen — Deputy City Treasurer II — 05/16/22 — Date

Joseph Rivera — Chief Financial Officer — 5-18-2022 — Date

David Reyes — City Manager — 5-23-22 — Date

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

CITY OF EL SEGUNDO
WARRANTS TOTALS BY DEPARTMENT
AS OF 06/07/22
REGISTER # 22a

DEPT#	NAME	TOTAL
	GENERAL FUND DEPARTMENTAL EXPENDITURES	
	GENERAL GOVERNMENT	
1101	City Council	
1201	City Treasurer	
1300	City Clerk	207.46
2101	City Manager	
2102	Communications	79.22
2103	El Segundo Media	550.00
2201	City Attorney	50,303.28
2401	Economic Development	
2402	Planning	175.30
2500	Administrative Services	85,006.28
2601	Government Buildings	22,620.36
2700	Community Outreach/Planning	4,017.60
2900	Nondepartmental	147.22
6100	Library	890.17
		163,996.89
	PUBLIC SAFETY	
3100	Police	983.82
3200	Fire	30,066.77
2403	Building Safety	
2404	Plng/Bldg Sfty Administration	
		31,050.59
	PUBLIC WORKS	
4101	Engineering	5,002.45
4200	Streets/Park Maintenance	78,159.77
4300	Wastewater	252.36
4601	Equipment Maintenance	6,335.27
4801	Administration	275.10
		90,024.95
	COMMUNITY DEVELOPMENT	
5100,5200	Recreation & Parks	2,173.30
5400	Centennial	
		2,173.30
	EXPENDITURES	
	CAPITAL IMPROVEMENT	78,584.94
	ALL OTHER ACCOUNTS	227,284.93
	TOTAL WARRANTS	593,115.60

CITY OF EL SEGUNDO
WARRANTS TOTALS BY FUND

3040779 - 3040873
9002523 - 9002524

DATE OF APPROVAL: AS OF 06/07/22

REGISTER # 22b

001	GENERAL FUND	238,292.17
104	TRAFFIC SAFETY FUND	-
106	STATE GAS TAX FUND	5,650.00
108	ASSOCIATED RECREATION ACTIVITIES FUND	-
109	ASSET FORFEITURE FUND	927.61
110	MEAURE "R"	-
111	COMM. DEVEL. BLOCK GRANT	-
112	PROP "A" TRANSPORTATION	-
114	PROP "C" TRANSPORTATION	84,138.62
115	AIR QUALITY INVESTMENT PROGRAM	-
116	HOME SOUND INSTALLATION FUND	-
117	HYPERION MITIGATION FUND	-
118	TDA ARTICLE 3 - SB 821 BIKEWAY FUND	-
119	MTA GRANT	-
120	C.O.P.S. FUND	-
121	FEMA	-
122	L.A.W.A. FUND	-
123	PSAF PROPERTY TAX PUBLIC SAFETY	-
124	FEDERAL GRANTS	-
125	STATE GRANT	-
126	A/P CUPA PROGRAM OVERSIGHT SURCHARGE	-
127	MEAURE "M"	41,813.75
128	SB-1	-
129	CERTIFIED ACCESS SPECIALIST PROGRAM	-
130	AFFORDABLE HOUSING	-
131	COUNTY STORM WATER PROGRAM	6,097.50
202	ASSESSMENT DISTRICT #73	-
301	CAPITAL IMPROVEMENT FUND	2,790.00
302	INFRASTRUCTURE REPLACEMENT FUND	-
405	FACILITIES MAINTENANCE	-
501	WATER UTILITY FUND	14,611.12
502	WASTEWATER FUND	17,322.15
503	GOLF COURSE FUND	-
505	SOLID WASTE FUND	-
601	EQUIPMENT REPLACEMENT	-
602	LIABILITY INSURANCE	-
603	WORKERS COMP. RESERVE/INSURANCE	-
701	RETIRED EMP. INSURANCE	-
702	EXPENDABLE TRUST FUND - DEVELOPER FEES	-
703	EXPENDABLE TRUST FUND - OTHER	-
704	CULTURAL DEVELOPMENT	-
708	OUTSIDE SERVICES TRUST	8,534.13
	TOTAL WARRANTS	$ 420,177.25

STATE OF CALIFORNIA
COUNTY OF LOS ANGELES

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

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

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

CODES:

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

For Ratification:

A = Payroll and Employee Benefit checks

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

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

VOID CHECKS DUE TO ALIGNMENT:
N/A

VOID CHECKS DUE TO INCORRECT CHECK DATE:

VOID CHECKS DUE TO COMPUTER SOFTWARE ERROR:

NOTES

CHIEF FINANCIAL OFFICER

DATE: 5-23-2022

CITY MANAGER

DATE: 5-23-22

CITY OF EL SEGUNDO
PAYMENTS BY WIRE TRANSFER
05/16/22 THROUGH 05/22/22

Date	Payee		Description
5/17/2022	IRS	265,090.11	Federal 941 Deposit
5/17/2022	Employment Development	5,499.08	State SDI payment
5/17/2022	Employment Development	60,691.04	State PIT Withholding
5/18/2022	Unum	211.30	Long Term Care Premium - November
5/18/2022	Cal Pers	61,664.60	EFT Retirement Safety Police Classic - 1st Tier 28
5/18/2022	Cal Pers	52,745.87	EFT Retirement Safety Fire- Classic 30168
5/18/2022	Cal Pers	45,963.47	EFT Retirement Misc - PEPRA New 26013
5/18/2022	Cal Pers	38,629.83	EFT Retirement Misc - Classic 27
5/18/2022	Cal Pers	27,778.43	EFT Retirement Safety-Police-PEPRA New 25021
5/18/2022	Cal Pers	13,673.79	EFT Retirement Safety-Fire-PEPRA New 25020
5/18/2022	Cal Pers	5,848.93	EFT Retirement Sfty Police Classic-2nd Tier 30169
05/09/22-05/15/22	Workers Comp Activity	35,622.33	SCRMA checks issued, less Swiss Re check reimbursement
05/09/22-05/15/22	Liability Trust - Claims	7,178.97	Claim checks issued/(voided)
05/09/22-05/15/22	Retiree Health Insurance	-	Health Reimbursment checks issued
		620,597.75	

DATE OF RATIFICATION: 05/23/22
TOTAL PAYMENTS BY WIRE: **620,597.75**

Certified as to the accuracy of the wire transfers by:

Jasmine Allen — Deputy City Treasurer II — 05/23/2022 — Date

Joseph Pitts — Chief Financial Officer — 5-23-2022 — Date

City Manager — 5-23-22 — Date

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

CITY OF EL SEGUNDO
WARRANTS TOTALS BY DEPARTMENT
AS OF 06/07/22
REGISTER # 22b

DEPT#	NAME	TOTAL
	GENERAL FUND DEPARTMENTAL EXPENDITURES	
	GENERAL GOVERNMENT	
1101	City Council	
1201	City Treasurer	
1300	City Clerk	3,596.64
2101	City Manager	
2102	Communications	
2103	El Segundo Media	2,497.60
2201	City Attorney	
2401	Economic Development	7,133.00
2402	Planning	
2500	Administrative Services	29,642.32
2601	Government Buildings	22,461.05
2700	Community Outreach/Planning	2,322.00
2900	Nondepartmental	25,438.26
6100	Library	8,235.19
		101,326.06
	PUBLIC SAFETY	
3100	Police	28,509.10
3200	Fire	6,858.07
2403	Building Safety	
2404	Plng/Bldg Sfty Administration	242.22
		35,609.39
	PUBLIC WORKS	
4101	Engineering	365.75
4200	Streets/Park Maintenance	95,047.63
4300	Wastewater	
4601	Equipment Maintenance	2,731.39
4801	Administration	
		98,144.77
	COMMUNITY DEVELOPMENT	
5100,5200	Recreation & Parks	157.50
5400	Centennial	
		157.50
	EXPENDITURES	
	CAPITAL IMPROVEMENT	2,790.00
	ALL OTHER ACCOUNTS	182,149.53
	TOTAL WARRANTS	420,177.25

City Council Agenda Statement

Meeting Date: June 7, 2022
Agenda Heading: Consent
Item Number: B.5

TITLE:

Police Department Rooftop Chiller Unit Replacement Project

RECOMMENDATION:

1. Authorize the City Manager to amend the El Segundo Police Department Temporary Chiller Project Contract 6263 with ACCO Engineered Systems, Inc. for an additional amount of $40,920 and extend this contract by six months.

2. Adopt a resolution to approve plans and specifications for the Police Department Rooftop Chiller Unit Replacement Project No. PW 22-09.

3. Authorize staff to advertise the project for bids.

FISCAL IMPACT:

Included in the proposed FY 22/23 Budget.

Amount Budgeted: $350,000
Additional Appropriation: None
Account Number(s): 301-400-8201-8209 (City Wide Facilities Repair)

BACKGROUND:

The Police Department Facility was built in 1978. Heating and cooling are provided by a central system. Chilled water for the central cooling system is supplied by an air-cooled chiller. Circulation pumps provide chilled water to air handlers via four-pipe distribution system. Cooling for interior spaces is provided by large capacity air handling units located in the mechanical room. Air distribution is provided to supply air registers via ducts which are concealed above ceilings. Per the 2019 Facility Conditions Assessment Report prepared by EMG, the Police Department's HVAC system was rated "Poor" and was recommended to receive needed upgrades or replacements in the near future.

Over the past couple of years, the Police Department's HVAC system began experiencing greater than normal problems and mechanical failures. On January 18, 2022, the existing 30 ton chiller unit failed beyond repair. Staff identified a temporary solution and has rented a temporary chiller to supply chilled water for the central cooling system from ACCO Engineered Systems, Inc. and established a contract which is good until June 30, 2022 in the amount of $43,080.00 until the new chiller is installed.

DISCUSSION:

The temporary chiller rental contract is due to expire on June 30, 2022. The staff is requesting the City Council to authorize the extension of this contract for another 6 months for a total amount of $40,920 with the option to terminate early if the new 30 ton chiller unit is replaced before the contract expiration date of December 31, 2022. The monthly rental rate is $6,820.

The PW 22-09 Engineering Plans and contract documents to install a new 30 ton chiller unit have been completed and are ready to be advertised for construction. The engineer's estimate is $305,000. Funding for the project is included in the proposed FY 2022-23 budget.

With the Council's authorization, the anticipated schedule for the chiller unit replacement is as follows:

June 2022: Advertisement and Bid Process
August 2022: Contract Award
September 2022: Begin Construction
October 2022: End Construction

CITY STRATEGIC PLAN COMPLIANCE:

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

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

Goal 4: Develop and Maintain Quality Infrastructure and Technology

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

PREPARED BY:
Arianne Bola, Sr. Engineer Associate
REVIEWED BY:

Elias Sassoon, Public Works Director

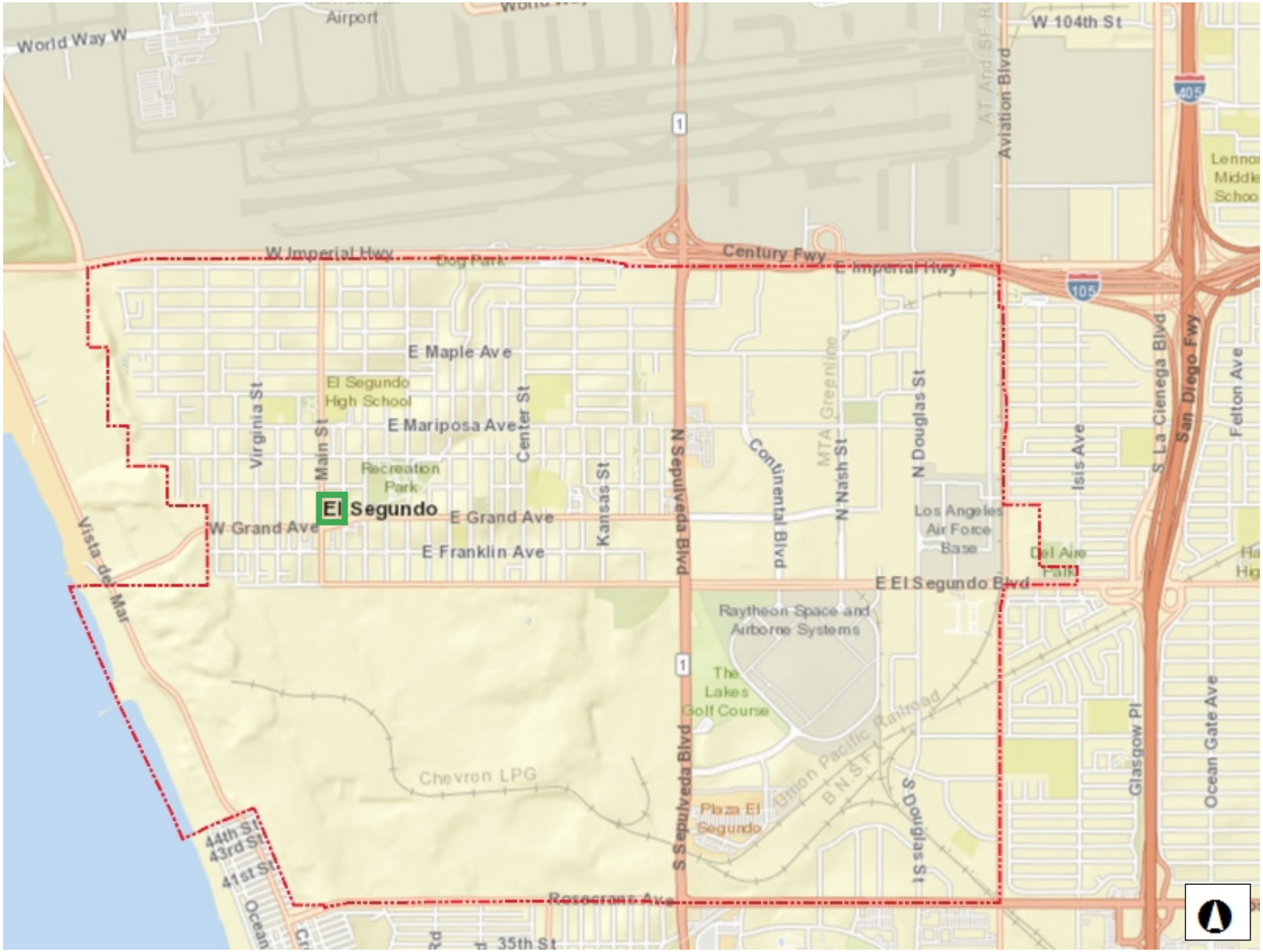
APPROVED BY:

Barbara Voss, Deputy City Manager

ATTACHED SUPPORTING DOCUMENTS:

1. Vicinity Map
2. Location Map
3. Resolution

PW 22-09 Police Department Rooftop Chiller Unit Replacement Project Vicinity Map

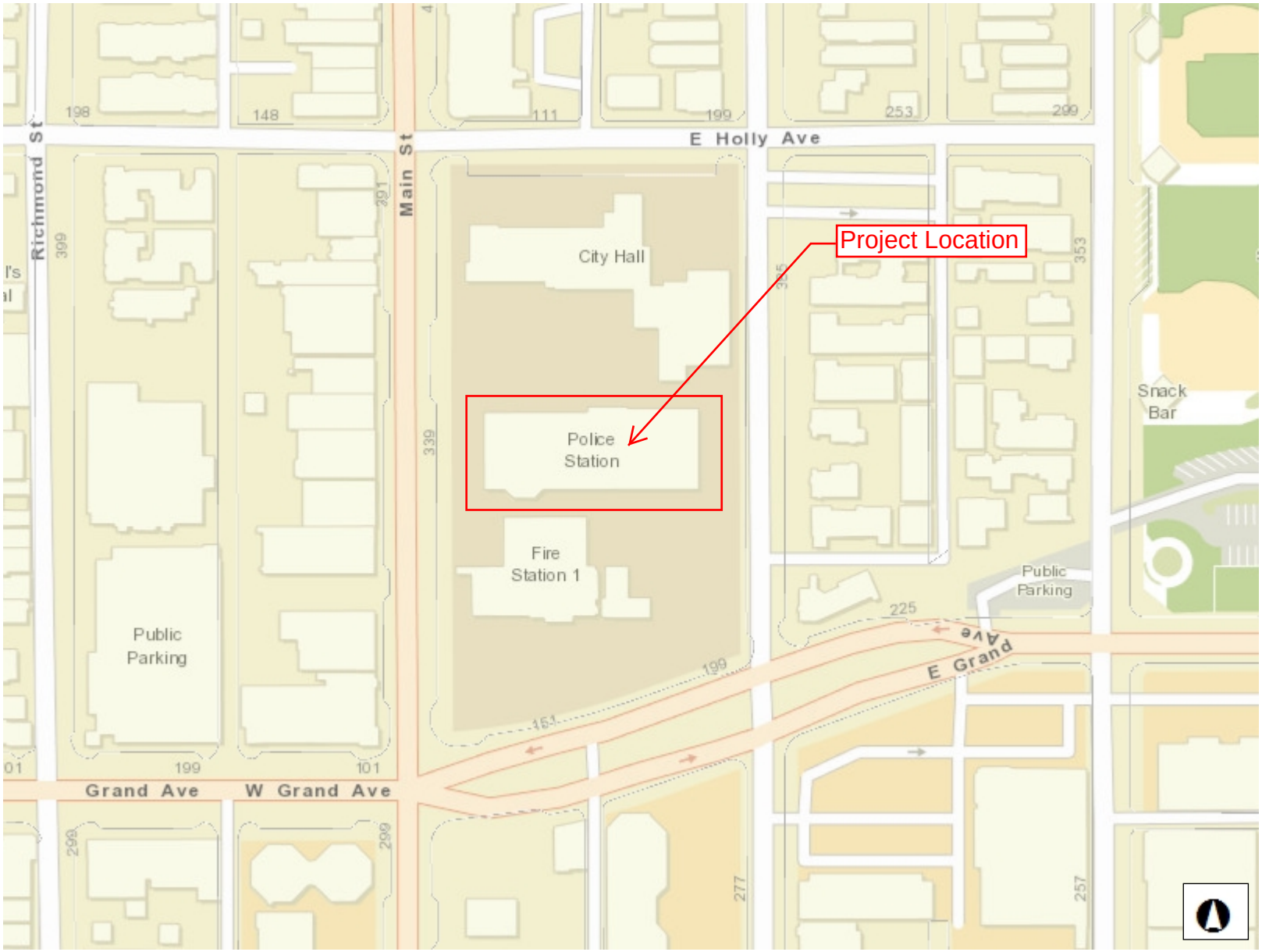


6,018.7 0 3,009.33 6,018.7 Feet

WGS_1984_Web_Mercator_Auxiliary_Sphere

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

PW 22-09 Police Department Rooftop Chiller Unit Replacement Project Location Map



376.2 0 188.08 376.2 Feet

WGS_1984_Web_Mercator_Auxiliary_Sphere

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RESOLUTION NO. __

A RESOLUTION APPROVING THE PLANS AND SPECIFICATIONS FOR POLICE DEPARTMENT ROOFTOP CHILLER UNIT REPLACEMENT, PROJECT NO. PW 22-09, 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 Engineer prepared plans and specifications for PW 22-09, Police Department Rooftop Chiller Unit Replacement ("Project") to replace existing and install new chiller unit. These plans and specifications are complete. Services related to the Project may begin;

B. The City Council wishes to obtain the immunities set forth in Government Code § 830.6 with regard to the plans and construction of the Project.

SECTION 2: *Design Immunity; Authorization*.

A. The design and plans for the Project are determined to be consistent with the City's standards and are approved.

B. The design approval set forth in this Resolution occurred before actual work on the Project construction commenced.

C. The approval granted by this Resolution conforms with the City's General Plan.

D. The City Engineer, or designee, is authorized to act on the City's behalf in approving any alterations or modifications of the design and plans approved by this Resolution.

E. The approval and authorization granted by this Resolution is intended to avail the City of the immunities set forth in Government Code § 830.6.

SECTION 3: *Project Payment Account*. For purposes of the Contract Documents administering the Project, the City Council directs the City Manager, or designee, to establish a fund containing sufficient monies from the current fiscal year budget to pay for the Project ("Project Payment Account"). 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 _____ , 2022.

_____
Drew Boyles, Mayor

ATTEST:

_____
Tracy Weaver, City Clerk

APPROVED AS TO FORM:

_____for
Mark D. Hensley
City Attorney

City Council Agenda Statement

Meeting Date: June 7, 2022
Agenda Heading: Consent
Item Number: B.6

TITLE:

FY 21-22 Pavement Rehabilitation Project Plan and Funding via SB 1 for FY 22-23

RECOMMENDATION:

1. Adopt the attached Resolution approving Plans and Specifications for the FY 21-22 Pavement Rehabilitation Project (Project No. PW 22-01) and authorize advertising for bids.

2. Adopt the attached Resolution identifying street rehabilitation project to be funded with SB 1, "Road Repair and Accountability Act" fund for FY 22-23.

FISCAL IMPACT:

Included in Adopted FY 21/22 Budget.

Amount Budgeted: $1,200,000
Additional Appropriation:
Account Number(s): 128-400-000-8300 (SB 1 Expenditure)
127-400-0000-8382 (Measure M Expenditure)
Prop C and Measure R fund as needed

BACKGROUND:

The Public Works Department administers a five-year (2021-2025) Pavement Management Program (PMP) to ensure public health and safety, and to efficiently and effectively manage the integrity of the City's roadway system. Based on existing records, conditions and field verification, the PMP assigns a Pavement Condition Index (PCI) to all city roadway segments on a scale of 0-100, with 100 representing the best (similar to new pavement). Roadway segments with scores below 75 require some type of preventive maintenance. This maintenance action can range from a slurry seal to an overlay or complete reconstruction, depending on the condition of the roadway. The current five-year PMP aims to increase the citywide average PCI score from 73 at the beginning of FY 21-22 to 75 at the end of FY 25-26, given the limitations of available

funding. This is the first year of the PMP where the current citywide average PCI stands at a score of 73. The goal is to achieve an average PCI score of 75 on city roadways once this program is fully implemented.

Senate Bill 1 (SB 1), the "Road Repair and Accountability Act" of 2017, was signed into law on April 28, 2017, which will provide over $50B over the next decade to fix roads, freeways and bridges in communities across California. These funds will be split equally between the state and local governments. SB 1 "Road Maintenance and Rehabilitation Account" (RMRA) funds are provided by voter-approved increases in gasoline and diesel excise taxes; the diesel sales tax; and vehicle fees, which went into effect on November 1, 2017.

Prior to receiving its portion of RMRA funds from the State Controller in FY 22-23 in the estimated amount of $368,921, the City must submit to the California Transportation Commission (CTC) a list of projects proposed to be funded with RMRA funds pursuant to an adopted City resolution by July 1, 2022. The project list must include a description and the location of each proposed project, a proposed schedule for each project's completion, and the estimated useful life of the improvement. The RMRA funds shall be used to subsequently pay invoices for the adopted project(s). An expenditure report must also be submitted to the CTC for their records and auditing purposes.

DISCUSSION:

FY 21-22 Pavement Rehabilitation Project, Project PW No. 22-01:

This year's pavement rehabilitation project was identified and approved as part of this year's Capital Improvement Program and it will focus on a highly traveled and deteriorated roadway section of E. El Segundo Boulevard. The project consists of a 2" grind and overlay of the following street:

E. El Segundo Boulevard from Whiting Street to Illinois Street (Average PCI of 66)
With the Council's authorization, the anticipated schedule is as follows:

June 2022: Advertising and Bid Process
August 2022: Contract Award
September 2022: Begin Construction
October 2022: Construction Completion

FY 22-23 Pavement Rehabilitation Project:

Staff has identified the roadways within the northwest quadrant of the City bordered by Mariposa Avenue to the south and Sheldon Street to the east from the PMP as the next

applicable roadways to rehabilitate with FY 2022-23 RMRA funds as part of the Annual Pavement Rehabilitation Program. Select roadway segments within this northwest quadrant will receive slurry sealing treatment of the asphalt concrete as a preventative measure to extend the life of the pavement. The slurry sealing process consists of the application of a thin asphalt slurry layer on existing asphalt pavement to prevent water intrusion.

Staff estimates the following timeline for the project, which is specifically scheduled when school is not in session to minimize construction and traffic impacts:

January 2023: Advertising and Bid Process
March 2023: Contract Award
April 2023: Begin Construction
June 2023: Construction Completion

Staff requests that City Council approve the recommended actions as noted.

CITY STRATEGIC PLAN COMPLIANCE:

Goal 4: Develop and Maintain Quality Infrastructure and Technology

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

PREPARED BY:
James Rice, Associate Engineer
REVIEWED BY:
Elias Sassoon, Public Works Director
APPROVED BY:
Barbara Voss, Deputy City Manager

ATTACHED SUPPORTING DOCUMENTS:

1. FY 2021-22 Pavement Rehab Plan Adoption Resolution, PW 22-01
2. FY 2022-23 SB1 Funds Adoption Resolution, PW 23-01
3. PW 22-01 Vicinity Map
4. PW 22-01 Location Map

RESOLUTION NO. __

A RESOLUTION APPROVING THE PLANS AND SPECIFICATIONS FOR THE CONSTRUCTION OF FY 21/22 PAVEMENT REHABILITATION PROJECT, PROJECT NO. PW 22-01, 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 Engineer prepared plans and specifications for FY 21/22 Pavement Rehabilitation Project, Project No. PW 22-01 ("Project"). These plans and specifications are complete. Construction of the Project may begin;

B. The City Council wishes to obtain the immunities set forth in Government Code § 830.6 with regard to the plans and construction of the Project.

SECTION 2: *Design Immunity; Authorization*.

A. The design and plans for the Project are determined to be consistent with the City's standards and are approved.

B. The design approval set forth in this Resolution occurred before actual work on the Project construction commenced.

C. The approval granted by this Resolution conforms with the City's General Plan.

D. The City Engineer, or designee, is authorized to act on the City's behalf in approving any alterations or modifications of the design and plans approved by this Resolution.

E. The approval and authorization granted by this Resolution is intended to avail the City of the immunities set forth in Government Code § 830.6.

SECTION 3: *Project Payment Account*. For purposes of the Contract Documents administering the Project, the City Council directs the City Manager, or designee, to establish a fund containing sufficient monies from the current fiscal year budget to pay for the Project ("Project Payment Account"). 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 _____ , 2022.

_____
Drew Boyles, Mayor

ATTEST:

_____
Tracy Weaver, City Clerk

APPROVED AS TO FORM:

_____for
Mark D. Hensley
City Attorney

RESOLUTION NO. __

RESOLUTION TO ADOPT PROJECT PW#23-01, NORTHWEST QUADRANT BORDERED BY MARIPOSA AVENUE AND SHELDON STREET PAVEMENT REHABILITATION TO BE FUNDED BY SB 1: THE ROAD REPAIR AND ACCOUNTABILITY ACT OF 2017

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

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

A. Senate Bill 1 (SB 1), the Road Repair and Accountability Act of 2017 (Chapter 5, Statutes of 2017) was passed by the Legislature and Signed into law by the Governor in April 2017 to address the significant multi-modal transportation funding shortfalls statewide; and

B. SB 1 includes accountability and transparency provisions that will ensure the residents of City of El Segundo are aware of the projects proposed for funding in our community and which projects have been completed each fiscal year; and

C. The City of El Segundo must adopt a list of all projects proposed to receive funding from the Road Maintenance and Rehabilitation Account (RMRA), created by SB 1 by resolution, which must include a description and the location of each proposed project, a proposed schedule for the project's completion, and the estimated useful life of the improvement; and

D. The City of El Segundo will receive an estimated $368,921 in RMRA funding in Fiscal Year 2022-23 from SB 1; and

E. This is the fifth year in which the City of El Segundo is receiving SB 1 funding and will enable the City of El Segundo to continue essential road maintenance and rehabilitation projects, safety improvements, repairing and replacing aging bridges, and increasing access and mobility options for the traveling public that would not have otherwise been possible without SB 1; and

F. The City of El Segundo has undergone a robust public process to ensure public input into our community's transportation priorities/the project list; and

G. The City of El Segundo used a Pavement Management Program to develop the SB 1 project list to ensure revenues are being used on the most high-priority and cost-effective projects that also meet the community's priorities for transportation investment; and

H. The funding from SB 1 will help the City of El Segundo maintain and rehabilitate roadways in the northwest quadrant of the City bordered by Mariposa Avenue and Sheldon Street this year and many similar projects into the future; and

I. The 2018 California Statewide Local Streets and Roads Needs Assessment found that the City of El Segundo streets and roads are in a fair condition and this revenue will help us increase the overall quality of our road system and over the next decade will bring our streets and roads into a good condition; and

J. The SB 1 project list and overall investment in our local streets and roads infrastructure with a focus on basic maintenance and safety, investing in complete streets infrastructure, and using cutting-edge technology, materials and practices, will have significant positive co-benefits statewide.

SECTION 2: The City Council finds that the foregoing recitals and true and correct and adopts the following list of newly proposed projects will be funded in-part or solely with Fiscal Year 2022-23 Road Maintenance and Rehabilitation Account revenues:

Northwest Quadrant Bordered by Mariposa Ave. and Sheldon St. Pavement Rehabilitation Project consists of slurry sealing treatment of the asphalt concrete.

The project is anticipated to start in April 2023 and complete in June 2023 and expected to extend pavement life for at least six years.

SECTION 3: *Construction*. This Resolution must be broadly construed in order to achieve the purposes stated in this Resolution. It is the City Council's intent that the provisions of this Ordinance be interpreted or implemented by the City and others in a manner that facilitates the purposes set forth in this Resolution.

SECTION 4: *Severability.* If any part of this Resolution or its application is deemed invalid by a court of competent jurisdiction, the City Council intends that such invalidity will not affect the effectiveness of the remaining provisions or applications and, to this end, the provisions of this Ordinance are severable.

SECTION 5: The City Clerk is directed to certify the adoption of this Resolution, record this Resolution in the book of the City's original resolutions, and make a minute of this adoption of the Resolution in the City Council's records and the minutes of this meeting.

SECTION 6: This Resolution will become effective immediately and will remain effective unless repealed or superseded.

PASSED AND ADOPTED this 7th day of June, 2022.

_____
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, and attested to by the City Clerk, all at a regular meeting of said Council held on the ___ day of _____, 2022, and the same was so passed and adopted by the following vote:

AYES:

NOES:

ABSENT:

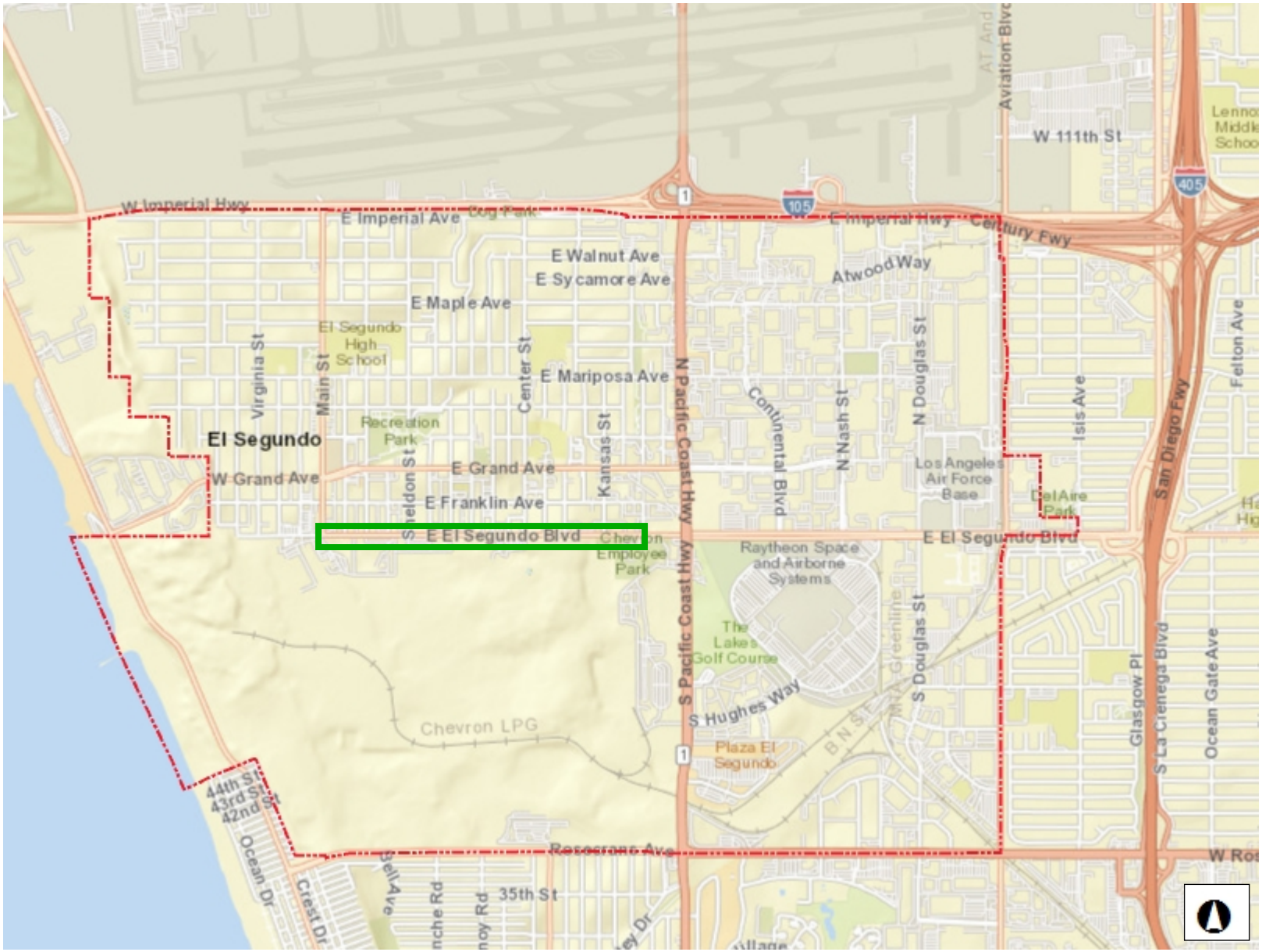
ABSTAIN:

_____
Tracy Weaver, City Clerk

APPROVED AS TO FORM:

_____
Mark D. Hensley, City Attorney

Vicinity Map
PW 22-01 FY 21-22 Pavement Rehabilitation Project

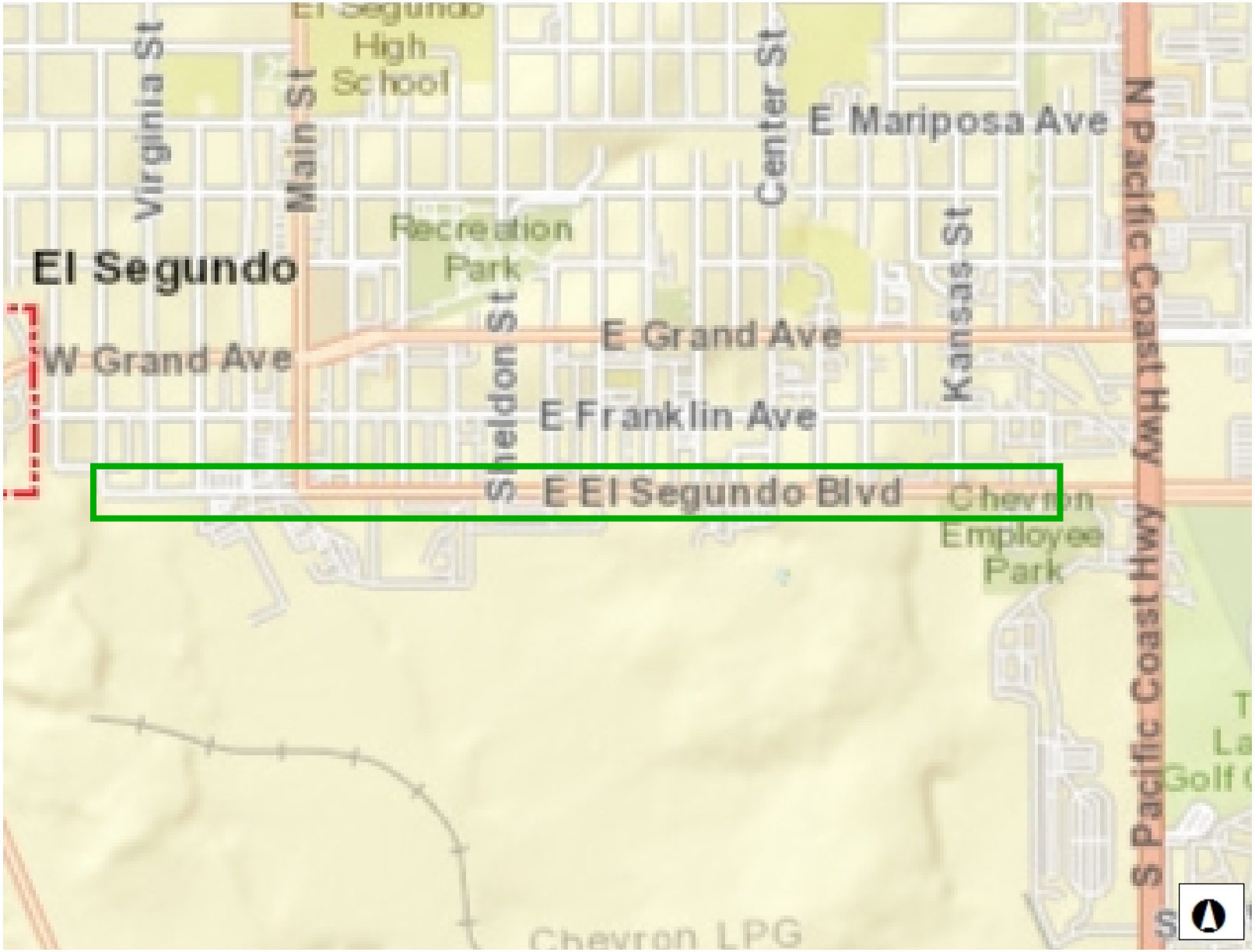


6,018.7 0 3,009.33 6,018.7 Feet

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Location Map
PW 22-01 FY 21-22 Pavement Rehabilitation Project



6,018.7 0 3,009.33 6,018.7 Feet

WGS_1984_Web_Mercator_Auxiliary_Sphere

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City Council Agenda Statement

Meeting Date: June 7, 2022
Agenda Heading: Consent
Item Number: B.7

TITLE:

Resolution Approving Final Tract Map No. 83507 (EA-1305) for a Multi-Lot Merger and Resubdivision at 2000 E. El Segundo Boulevard

RECOMMENDATION:

1. Adopt a resolution approving final Tract Map No. 83507 (EA-1305) for a multi-lot merger and resubdivision at 2000 E. El Segundo Boulevard to allow construction and subdivision for a new sports facility, the Nash Street Extension, and future commercial developments.

2. Authorize City staff and the City Clerk to sign the Map for recordation.

FISCAL IMPACT:

None

BACKGROUND:

In 2015, Final Environmental Impact Report (EIR) EA-905 for the El Segundo South Campus Specific Plan (State Clearinghouse No. 2012101081) was certified by City Council. El Segundo South Campus Specific Plan (ESSCSP), Development Agreement DA No. 11-02, and a subdivision were approved, establishing development standards for the campus site and dividing the ESSCSP area into 26 individual lots per Vesting Tenative Tract Map No. 71551.

The Ordinance effectuating the ESSCSP and corresponding development agreement was subsequently adopted on January 19, 2016, and the final map was recorded on November 27, 2019 (Instrument No. 20191313306). The Development Agreement between the City and Raytheon Company, specifying the standards and conditions that would govern the property's development and detailing the Applicant's and City's obligations, was recorded on December 13, 2016. The First Amendment to the Development Agreement, recorded on November 13, 2019, established four development phases for the ESSCSP area. Proposed developments include a new

sports facility and the Nash Street Extension, which are included in Phase 2 of the four development phases of the ESSCSP.

On October 4, 2021, El Segundo Planning Commission adopted Resolution No. 2903, approving Vesting Tentative Tract Map No. 83507, which constitutes a multi-lot merger and resubdivision of thirteen parcels on a property located at 2000 E. El Segundo Boulevard. Vesting Tentative Tract Map No. 83507 modifies Parcel Nos. 5 through 11 and 18 through 23 of the previously approved and recorded Tract Map No. 71551. Modifications to these lots facilitated finalization of the new Nash Street alignment and accommodated adjustments to parcels necessary to build the proposed sports facility. The application was processed by the Development Services Department and is currently in the permitting phase. At this time, the applicant is seeking the approval of the Final Tract Map.

DISCUSSION:

Government Code § 66458 states that a "Final Map" must be reviewed and approved by a jurisdiction's legislative body, City Council. The requested Final Tract Map conforms with the Vesting Tentative Tract Map approved by the Planning Commission, including the conditions of approval associated with the project. The Map has been reviewed and approved by the Los Angeles County Department of Public Works, and the City Engineer has reviewed and approved the Map for technical accuracy. Staff has determined that Final Tract Map No. 83507 is in substantial conformance with the General Plan and applicable zoning and building ordinances.

Staff prepared the attached proposed resolution approving the Final Tract Map, and recommends the City Council adopt the resolution. Subsequent to the City Council approving the Map, all necessary signatures will be obtained and the Map will be recorded in the County Recorder's Office.

CITY STRATEGIC PLAN COMPLIANCE:

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

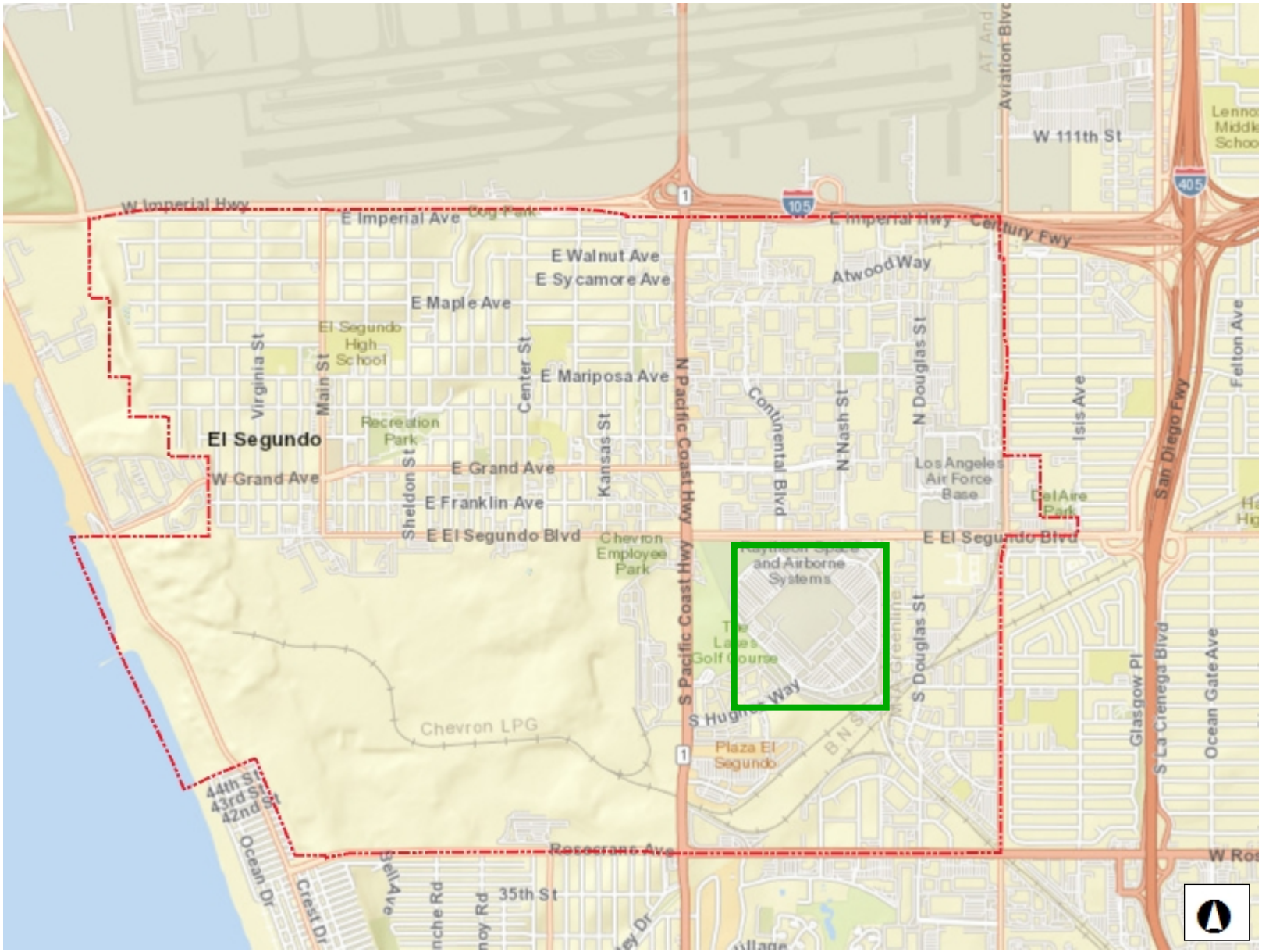
Objective 1A: El Segundo provides unparalleled service to internal and external customers.

PREPARED BY:
James Rice, Associate Engineer
REVIEWED BY:
Elias Sassoon, Public Works Director
APPROVED BY:
Barbara Voss, Deputy City Manager

ATTACHED SUPPORTING DOCUMENTS:

1. Vicinity Map
2. Location Map
3. Resolution for Final Tract Map No. 83507
4. Final Tract Map No. 83507

Vicinity Map
Final Tract Map No. 83507 (EA-1305)

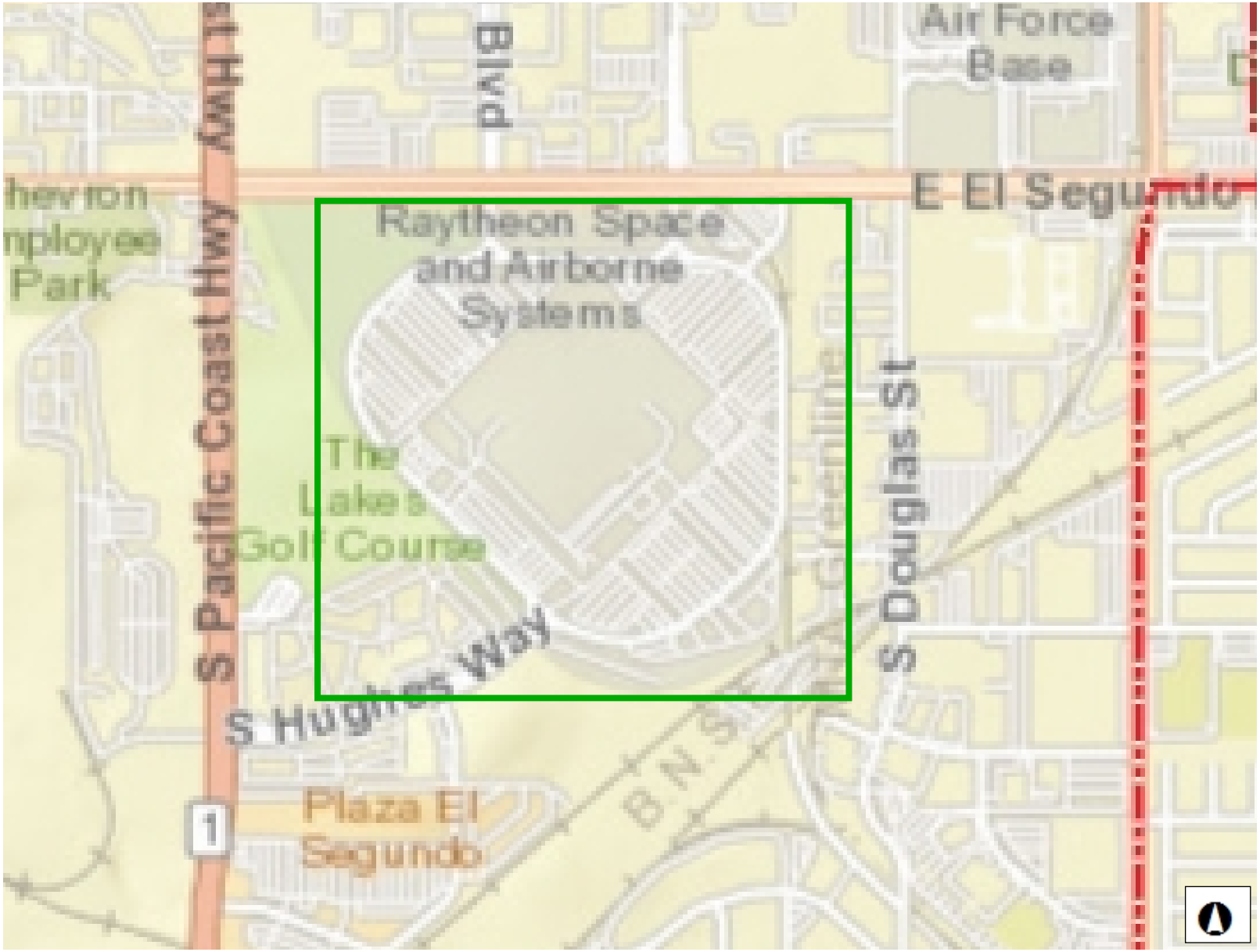


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Location Map
Final Tract Map No. 83507 (EA-1305)



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.

RESOLUTION NO. _____

A RESOLUTION APPROVING FINAL TRACT MAP NO. 83507 FOR ENVIRONMENTAL ASSESSMENT NO. EA-1305 AND SUBDIVISION NO. 21-03 FOR A MULTI-LOT MERGER AND RESUBDIVISION LOCATED AT 2000 E. EL SEGUNDO BOULEVARD.

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

SECTION 1: The City Council finds and declares that:

A. On October 4, 2021, CDC Mar Campus I, LLC, filed an application for Environmental Assessment No. EA-1305 and Subdivision No. 21-03 for Vesting Tentative Tract Map No. 83507 to allow construction and resubdivision for a new sports facility, the Nash Street Extension and other future developments.

B. On November 18, 2021, the Planning Commission adopted Resolution No. 2903 approving Environmental Assessment No. EA-1305 and Subdivision No. SUB 21-03 for Vesting Tentative Tract Map No. 83507; and

C. The Final Tract Map now requires approval by the City Council.

SECTION 2: *Final Tract Map Findings.* Based upon the entirety of the record including, without limitation, the staff report, the City Council approves the Final Tract Map for the following reasons:

A. The Final Tract Map substantially conforms to Vesting Tentative Tract Map. No. 83507 approved by Planning Commission Resolution No. 2903; and

B. The Final Tract Map conforms to the El Segundo Municipal Code and Subdivision Map Act (Government Code §§ 66410, *et seq*.).

SECTION 3: *Authorization.* The City Engineer, Director of Planning and Building Safety and the City Clerk are hereby authorized to sign and record said Final Tract Map and take any further actions needed to effectuate this Resolution.

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

SECTION 5: The City Clerk is directed to mail a copy of this Resolution to any person requesting a copy.

SECTION 6: This Resolution is the City Council's final decision and will become effective immediately upon adoption.

PASSED, APPROVED AND ADOPTED this 7th day of June, 2022.

_____
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, approved and adopted by said City Council at a regular meeting held on the 3rd day of May, 2022, approved and signed by the Mayor, and attested to by the City Clerk, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

_____
Tracy Weaver, City Clerk

APPROVED AS TO FORM:

_____
Mark D. Hensley, City Attorney

TRACT NO. 83507

IN THE CITY OF EL SEGUNDO, COUNTY OF LOS ANGELES
STATE OF CALIFORNIA
BEING A MERGER AND RESUBDIVISION OF LOTS 5 THROUGH 11, INCLUSIVE AND LOTS 18 THROUGH 23, INCLUSIVE, OF TRACT NO. 71551 AS FILED IN BOOK 1418, PAGES 45 THROUGH 55, INCLUSIVE, OF MAPS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY

FOR SUBDIVISION PURPOSES

OWNERS STATEMENT:

OWNER:

WE HEREBY STATE THAT WE ARE THE OWNERS OF OR ARE INTERESTED IN THE LAND INCLUDED WITHIN THE SUBDIVISION SHOWN ON THIS MAP WITHIN THE DISTINCTIVE BORDER LINES, AND WE CONSENT TO THE PREPARATION AND FILING OF SAID MAP AND SUBDIVISION.
WE HEREBY DEDICATE PUBLIC UTILITY EASEMENTS (PUE) OVER LOT 2 TO THE CITY OF EL SEGUNDO AS SHOWN HEREON.

OWNER

RAYTHEON COMPANY, A DELAWARE CORPORATION

BY _____ BY _____
NAME: NAME:
TITLE: TITLE:

OWNER

CDC MAR EAST CAMPUS 1 LLC, A CALIFORNIA LIMITED LIABILITY COMPANY

BY: CDC EAST CAMPUS 1 LLC, A CALIFORNIA LIMITED LIABILITY COMPANY
ITS MANAGING MEMBER
BY: CONTINENTAL DEVELOPMENT CORPORATION, A CALIFORNIA CORPORATION
ITS MANAGING MEMBER

CDC MAR EAST CAMPUS 2 LLC, A CALIFORNIA LIMITED LIABILITY COMPANY

BY: CDC EAST CAMPUS 2 LLC, A CALIFORNIA LIMITED LIABILITY COMPANY
ITS MANAGING MEMBER
BY: CONTINENTAL DEVELOPMENT CORPORATION, A CALIFORNIA CORPORATION
ITS MANAGING MEMBER

BY _____ BY _____
NAME: MICHAEL SIMON NAME: GIAN-CARLO M. YANKE
TITLE: CHIEF FINANCIAL OFFICER TITLE: SECRETARY

BENEFICIARY

CITY NATIONAL BANK, A NATIONAL BANKING ASSOCIATION
BENEFICIARY UNDER A DEED OF TRUST, RECORDED APRIL 7, 2021
AS INSTRUMENT NUMBER 20210545520, OF OFFICIAL RECORDS

BY _____
PRINT NAME: _____
TITLE: _____

ZIONS BANCORPORATION, NATIONAL ASSOCIATION, AS THE CURRENT BENEFICIARY UNDER THE DEED OF TRUST RECORDED MARCH 11, 2022 AS INSTRUMENT NUMBER 20220285161, OF OFFICIAL RECORDS, AS ASSIGNED BY ASSIGNMENT OF DEED OF TRUST RECORDED MARCH 11, 2022 AS INSTRUMENT NO. 20220285163, OF OFFICIAL RECORDS

BY _____
PRINT NAME: _____
TITLE: _____

A NOTARY PUBLIC OR OTHER OFFICER COMPLETING THIS CERTIFICATE VERIFIES ONLY THE IDENTITY OF THE INDIVIDUAL WHO SIGNED THE DOCUMENT TO WHICH THIS CERTIFICATE IS ATTACHED, AND NOT TO THE TRUTHFULNESS, ACCURACY, OR VALIDITY OF THAT DOCUMENT.

STATE OF CALIFORNIA
COUNTY OF LOS ANGELES

ON _____, BEFORE ME,_____,
NOTARY PUBLIC, PERSONALLY APPEARED _____,
WHO PROVED TO ME ON THE BASIS OF SATISFACTORY EVIDENCE TO BE THE PERSON(S) WHOSE NAME(S) IS/ARE SUBSCRIBED TO THE WITHIN INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE/SHE/THEY EXECUTED THE SAME IN HIS/HER/THEIR AUTHORIZED CAPACITY(IES), AND THAT BY HIS/HER/THEIR SIGNATURE(S) ON THE INSTRUMENT, THE PERSON(S) OR THE ENTITY UPON BEHALF OF WHICH THE PERSON(S) ACTED, EXECUTED THE INSTRUMENT.

I CERTIFY UNDER PENALTY OF PERJURY UNDER THE LAWS OF THE STATE OF CALIFORNIA THAT THE FOREGOING PARAGRAPH IS TRUE AND CORRECT.

WITNESS MY HAND AND OFFICIAL SEAL.
SIGNATURE _____
PRINTED NAME _____
COUNTY IN WHICH COMMISSIONED _____
COMMISSION NUMBER _____
DATE COMMISSION EXPIRES _____

A NOTARY PUBLIC OR OTHER OFFICER COMPLETING THIS CERTIFICATE VERIFIES ONLY THE IDENTITY OF THE INDIVIDUAL WHO SIGNED THE DOCUMENT TO WHICH THIS CERTIFICATE IS ATTACHED, AND NOT TO THE TRUTHFULNESS, ACCURACY, OR VALIDITY OF THAT DOCUMENT.

STATE OF CALIFORNIA
COUNTY OF LOS ANGELES

ON _____, BEFORE ME,_____,
NOTARY PUBLIC, PERSONALLY APPEARED _____,
WHO PROVED TO ME ON THE BASIS OF SATISFACTORY EVIDENCE TO BE THE PERSON(S) WHOSE NAME(S) IS/ARE SUBSCRIBED TO THE WITHIN INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE/SHE/THEY EXECUTED THE SAME IN HIS/HER/THEIR AUTHORIZED CAPACITY(IES), AND THAT BY HIS/HER/THEIR SIGNATURE(S) ON THE INSTRUMENT, THE PERSON(S) OR THE ENTITY UPON BEHALF OF WHICH THE PERSON(S) ACTED, EXECUTED THE INSTRUMENT.

I CERTIFY UNDER PENALTY OF PERJURY UNDER THE LAWS OF THE STATE OF CALIFORNIA THAT THE FOREGOING PARAGRAPH IS TRUE AND CORRECT.

WITNESS MY HAND AND OFFICIAL SEAL.
SIGNATURE _____
PRINTED NAME _____
COUNTY IN WHICH COMMISSIONED _____
COMMISSION NUMBER _____
DATE COMMISSION EXPIRES _____

NOTARY ACKNOWLEDGEMENTS THIS PAGE AND PAGE 2

SURVEYOR'S STATEMENT:

THIS MAP WAS PREPARED BY ME OR UNDER MY DIRECTION AND IS BASED UPON A TRUE AND COMPLETE FIELD SURVEY PERFORMED BY ME OR UNDER MY DIRECTION IN NOVEMBER OF 2020, IN CONFORMANCE WITH THE REQUIREMENTS OF THE SUBDIVISION MAP ACT AND LOCAL ORDINANCE AT THE REQUEST OF MAR VENTURES ON DECEMBER 29, 2020. I HEREBY STATE THAT THIS FINAL MAP SUBSTANTIALLY CONFORMS TO THE CONDITIONALLY APPROVED TENTATIVE MAP; THAT THE MONUMENTS SHOWN HEREON AS "TO BE SET" ARE SUFFICIENT TO ENABLE THE SURVEY TO BE RETRACED AND WILL BE SET IN THOSE POSITIONS ON OR BEFORE DECEMBER 2024; AND THAT THE TIE NOTES FOR ALL CENTERLINE MONUMENTS NOTED AS "TO BE SET" WILL BE FILED IN THE OFFICE OF THE CITY ENGINEER.

LICENSED LAND SURVEYOR ROBERT S. ROGERS No.8348 STATE OF CALIFORNIA

ROBERT ROGERS, P.L.S. NO. 8348 — 05-23-2022 DATE

CITY SURVEYOR'S STATEMENT

I HEREBY STATE THAT I HAVE EXAMINED THIS MAP, THAT IT COMPLIES WITH ALL PROVISIONS OF THE STATE SUBDIVISION MAP ACT APPLICABLE AT THE TIME OF APPROVAL OF THE TENTATIVE MAP; AND THAT I AM SATISFIED THIS MAP IS TECHNICALLY CORRECT IN ALL RESPECTS NOT CERTIFIED BY THE CITY ENGINEER.

PROFESSIONAL LAND SURVEYOR Mark E. Reinhardt No. 6392 STATE OF CALIFORNIA

MARK E. REINHARDT, PLS 6392 — DATE
ACTING CITY SURVEYOR

CITY ENGINEER'S STATEMENT

I HEREBY STATE THAT I HAVE EXAMINED THIS MAP AND THAT IT CONFORMS SUBSTANTIALLY TO THE TENTATIVE MAP AND ALL APPROVED ALTERATIONS THEREOF, THAT ALL PROVISIONS OF SUBDIVISION ORDINANCES OF THE CITY OF EL SEGUNDO APPLICABLE AT THE TIME OF APPROVAL OF THE TENTATIVE MAP HAVE BEEN COMPLIED WITH AND THAT ALL PROVISIONS OF THE SUBDIVISION MAP ACT 66442 (A)(1), (2), AND (3) HAVE BEEN COMPLIED WITH.

LIFAN XU, RCE 72237 — DATE
CITY ENGINEER

LOS ANGELES COUNTY TAX CERTIFICATES

I HEREBY CERTIFY THAT SECURITY IN THE AMOUNT OF $ _____ HAS BEEN FILED WITH THE EXECUTIVE OFFICER, BOARD OF SUPERVISORS OF THE COUNTY OF LOS ANGELES AS SECURITY FOR THE PAYMENT OF TAXES AND SPECIAL ASSESSMENTS COLLECTED AS TAXES ON THE LAND SHOWN ON MAP OF TRACT NO. 83507 AS REQUIRED BY LAW.

EXECUTIVE OFFICER, BOARD OF SUPERVISORS OF THE COUNTY OF LOS ANGELES, STATE OF CALIFORNIA.

BY _____ DATE _____
DEPUTY

I HEREBY CERTIFY THAT ALL CERTIFICATES HAVE BEEN FILED AND DEPOSITS HAVE BEEN MADE THAT ARE REQUIRED UNDER THE PROVISIONS OF SECTIONS 66492 AND 66493 OF THE SUBDIVISION MAP ACT.

EXECUTIVE OFFICER, BOARD OF SUPERVISORS OF THE COUNTY OF LOS ANGELES, STATE OF CALIFORNIA.

BY _____ DATE _____
DEPUTY

CITY TREASURER'S STATEMENT

I HEREBY STATE THAT ALL SPECIAL ASSESSMENTS LEVIED UNDER THE JURISDICTION OF THE CITY OF EL SEGUNDO, TO WHICH THE LAND INCLUDED WITHIN THIS SUBDIVISION OR ANY PART THEREOF IS SUBJECT, AND WHICH MAY BE PAID IN FULL, HAVE BEEN PAID IN FULL.

_____
CITY TREASURER — DATE

CITY CLERK'S STATEMENT

I HEREBY CERTIFY THAT THE CITY COUNCIL OF THE CITY OF EL SEGUNDO BY MOTION ADOPTED AT ITS SESSION HELD ON THE _____ DAY OF _____, 20_____, APPROVED THE ANNEXED MAP AND SAID COUNCIL DID ACCEPT THE DEDICATION OF PUBLIC UTILITY EASEMENTS AS SHOWN HEREON.

_____
CITY CLERK — DATE

CITY PLANNING COMMISSION'S STATEMENT

I HEREBY CERTIFY THAT THE PLANNING COMMISSION OF THE CITY OF EL SEGUNDO BY RESOLUTION NO. _____ ADOPTED AT ITS SESSION HELD ON THE _____ DAY OF _____, 20_____, APPROVED THE ANNEXED MAP AND SUBDIVISION.

_____
SECRETARY OF THE PLANNING COMMISSION — DATE

TRACT NO. 83507

SIGNATURE OMISSIONS

THE SIGNATURES OF THE PARTIES NAMED HEREINAFTER AS OWNERS OF THE INTEREST SET FORTH, MAY BE OMITTED UNDER PROVISIONS OF SECTION 66436(a) (3)(A) OF THE SUBDIVISION MAP ACT, AS THEIR INTEREST IS SUCH THAT IT CANNOT RIPEN INTO A FEE AND SAID SIGNATURES ARE NOT REQUIRED BY THE LOCAL AGENCY.

THE CITY OF EL SEGUNDO, A MUNICIPAL CORPORATION, HOLDER OF AN EASEMENTS FOR PIPE LINE RECORDED MAY 22, 1950 AS INSTRUMENT NO. 1943 IN BOOK 33192, PAGE 378, OF OFFICIAL RECORDS

THE LOS ANGELES COUNTY FLOOD CONTROL DISTRICT, A BODY CORPORATE AND POLITIC, HOLDER OF AN EASEMENT FOR PIPELINE AND APPURTENANT STRUCTURES RECORDED NOVEMBER 30, 1964 AS INSTRUMENT NO. 5350 IN BOOK D–2715, PAGE 617, OF OFFICIAL RECORDS.

CHEVRON U.S.A. INC., A CORPORATION, HOLDER OF A PERPETUAL EASEMENT TO DISCHARGE NOISE, LIGHT, HEAT AND GASEOUS PARTICULATE MATTER RECORDED OCTOBER 26, 1978 AS INSTRUMENT NO. 78–1317577 OF OFFICIAL RECORDS. SAID EASEMENT IS INDETERMINATE IN NATURE.

HAGEE–LEWIS PETROLEUM CORPORATION, HOLDER OF AND EASEMENT FOR PIPELINES, UNDERGROUND WIRES, CABLES AND CONDUITS RECORDED OCTOBER 26, 1978 AS INSTRUMENT NO. 78–1193524, OF OFFICIAL RECORDS

THE CITY OF EL SEGUNDO, A MUNICIPAL CORPORATION, HOLDER OF AN EASEMENTS FOR BELOW SURFACE GRADE, BURIED WATERLINE RECORDED JULY 25, 1979 AS INSTRUMENT NO. 79–817589, OF OFFICIAL RECORDS

THE PACIFIC TELEPHONE AND TELEGRAPH COMPANY, HOLDER OF AN EASEMENT FOR UNDERGROUND COMMUNICATION FACILITIES RECORDED AUGUST 14, 1979 AS INSTRUMENT NO. 79–895746, OF OFFICIAL RECORDS

THE CITY OF EL SEGUNDO, A MUNICIPAL CORPORATION, HOLDER OF AN EASEMENT FOR BELOW SURFACE GRADE WATER SERVICE VAULTS AND BELOW SURFACE GRADE BURIED WATERLINES RECORDED NOVEMBER 26, 1980 AS INSTRUMENT NO. 80–1197785, OF OFFICIAL RECORDS

THE CITY OF EL SEGUNDO, A MUNICIPAL CORPORATION, HOLDER OF AN EASEMENT FOR BELOW SURFACE GRADE, BURIED STORM DRAINS RECORDED NOVEMBER 26, 1980 AS INSTRUMENT NO. 80–1197786, OF OFFICIAL RECORDS

THE CITY OF EL SEGUNDO, A MUNICIPAL CORPORATION, HOLDER OF AN EASEMENT FOR BELOW SURFACE GRADE, BURIED, LATERAL SEWER RECORDED NOVEMBER 26, 1980 AS INSTRUMENT NO. 80–1197787, OF OFFICIAL RECORDS

THE LOS ANGELES COUNTY FLOOD CONTROL DISTRICT, A BODY CORPORATE AND POLITIC, HOLDER OF AN EASEMENT FOR BURIED WATERLINE RECORDED MARCH 20, 1981 AS INSTRUMENT NO. 81–285968, OF OFFICIAL RECORDS

LOS ANGELES COUNTY METROPOLITAN TRANSPORTATION AUTHORITY, A PUBLIC AGENCY, HOLDER OF AN EASEMENT FOR INGRESS AND EGRESS RECORDED OCTOBER 4, 2006 AS INSTRUMENT NO. 06–2216963, OF OFFICIAL RECORDS

SOUTHERN CALIFORNIA EDISON COMPANY, A CORPORATION, HOLDER OF AN EASEMENT FOR UNDERGROUND COMMUNICATION SYSTEMS RECORDED FEBRUARY 25, 2008 AS INSTRUMENT NO. 20080316665, OF OFFICIAL RECORDS

RAYTHEON COMPANY, A DELAWARE CORPORATION, HOLDER OF AN EASEMENT FOR ACCESS, UTILITY, AND INCIDENTAL PURPOSES AS SET FORTH IN EASEMENT AGREEMENT RECORDED MAY 3, 2017 AS INSTRUMENT NO. 20170489960, OF OFFICIAL RECORDS

CDC MAR RETAIL I LLC, A CALIFORNIA LIMITED LIABILITY COMPANY, HOLDER OF AN EASEMENT FOR INGRESS, EGRESS, AND ACCESS PURPOSES AS SET FORTH IN EASEMENT AGREEMENT RECORDED MAY 3, 2017 AS INSTRUMENT NO. 20170489960, OF OFFICIAL RECORDS

THE CITY OF EL SEGUNDO, HOLDER OF AN EASEMENT FOR INGRESS, EGRESS, SANITARY SEWER, DRAINAGE, STORM DRAIN, PUBLIC UTILITIES, EMERGENCY ACCESS, FIRE HYDRANT, WATER METER, WATER LINE, TRAFFIC SIGNAL AND SIDEWALK PURPOSES, AS DEDICATED ON THE MAP OF TRACT 71551, FILED IN BOOK 1418, PAGES 45 THROUGH 55, INCLUSIVE, OF MAPS

RAYTHEON COMPANY, A DELAWARE CORPORATION, HOLDER OF AN EASEMENT FOR VEHICULAR AND PEDESTRIAN INGRESS AND EGRESS, TRAFFIC CIRCULATION RECORDED JANUARY 3, 2020 AS INSTRUMENT NO. 20200006369, OF OFFICIAL RECORDS

RAYTHEON COMPANY, A DELAWARE CORPORATION, HOLDER OF AN EASEMENT FOR INGRESS AND EGRESS AS SET FORTH IN EASEMENT AGREEMENT RECORDED APRIL 7, 2021 AS INSTRUMENT NO. 20210545517, OF OFFICIAL RECORDS

RAYTHEON COMPANY, A DELAWARE CORPORATION, HOLDER OF AN EASEMENT FOR INGRESS AND EGRESS AS SET FORTH IN ACCESS AGREEMENT RECORDED APRIL 7, 2021 AS INSTRUMENT NO. 20210545518, OF OFFICIAL RECORDS

SOUTHERN CALIFORNIA EDISON COMPANY, A CORPORATION, HOLDER OF AN EASEMENT FOR ELECTRICAL SUBSTATION AND ACCESS ROAD PURPOSES ALONG WITH MAINTENANCE AND OPERATION OF AN ELECTRICAL SUBSTATION RECORDED AUGUST 19, 1980 AS INSTRUMENT NO. 80–794764, OF OFFICIAL RECORDS

SOUTHERN CALIFORNIA EDISON COMPANY, A CORPORATION, HOLDER OF AN EASEMENT TO CONSTRUCT, USE, MAINTAIN, ALTER, ADD, REPAIR, REPLACE, INSPECT, STRUCTURES, POLES, TOWERS, TRANSFORMERS, FENCES RECORDED MAY 12, 1982 AS INSTRUMENT NO. 82–487217, OF OFFICIAL RECORDS

WEST BASIN MUNICIPAL WATER DISTRICT, HOLDER OF AN EASEMENT FOR WATERLINE AS SET FORTH IN EASEMENT AGREEMENT RECORDED MAY 19, 1994 AS INSTRUMENT NO. 94–973125, OF OFFICIAL RECORDS

RAYTHEON COMPANY, A DELAWARE CORPORATION, HOLDER OF AN EASEMENT FOR UNDERGROUND UTILITY CONDUITS AND VAULTS RECORDED MARCH 9, 2018 AS INSTRUMENT NO. 20180231193, OF OFFICIAL RECORDS.

SOUTHERN CALIFORNIA EDISON COMPANY, A CORPORATION, HOLDER OF AN EASEMENT FOR OVERHEAD AND UNDERGROUND ELECTRICAL SUPPLY SYSTEMS AND COMMUNICATION SYSTEMS RECORDED APRIL 15, 1982 AS INSTRUMENT NO. 82–390912 OF OFFICIAL RECORDS.

THE SIGNATURES OF THE PARTIES NAMED HEREINAFTER AS OWNERS OF THE INTEREST SET FORTH, MAY BE OMITTED UNDER PROVISIONS OF SECTION 66436(A)(3)(C) OF THE SUBDIVISION MAP ACT, THEIR INTEREST IS SUCH THAT IT CANNOT RIPEN INTO A FEE AS SAID SIGNATURES ARE NOT REQUIRED BY THE LOCAL AGENCY.

CHEVRON U.S.A. INC., A CORPORATION, HOLDER OF AN INTEREST IN ALL OIL, GAS AND OTHER HYDROCARBONS, GEOTHERMAL RESOURCES BY DOCUMENT RECORD NOVEMBER 28, 1978 AS INSTRUMENT NUMBER 78–1317577 OF OFFICIAL RECORDS.

SHEET INDEX:

2 OF 9	SIGNATURE OMISSIONS / NOTARY	6 OF 9	LOTS 2 AND 7
3 OF 9	BOUNDARY ESTABLISHMENT	7 OF 9	DETAILS
4 OF 9	LOTS 3, 8 AND 10–13	8 OF 9	DETAILS
5 OF 9	LOTS 1, 4, 5, 6 AND 9	9 OF 9	MONUMENT NOTES AND EXISTING EASEMENT DETAIL

A NOTARY PUBLIC OR OTHER OFFICER COMPLETING THIS CERTIFICATE VERIFIES ONLY THE IDENTITY OF THE INDIVIDUAL WHO SIGNED THE DOCUMENT TO WHICH THIS CERTIFICATE IS ATTACHED, AND NOT TO THE TRUTHFULNESS, ACCURACY, OR VALIDITY OF THAT DOCUMENT.

STATE OF CALIFORNIA

COUNTY OF LOS ANGELES

ON _____, BEFORE ME,_____,
NOTARY PUBLIC, PERSONALLY APPEARED _____,
WHO PROVED TO ME ON THE BASIS OF SATISFACTORY EVIDENCE TO BE THE PERSON(S) WHOSE NAME(S) IS/ARE SUBSCRIBED TO THE WITHIN INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE/SHE/THEY EXECUTED THE SAME IN HIS/HER/THEIR AUTHORIZED CAPACITY(IES), AND THAT BY HIS/HER/THEIR SIGNATURE(S) ON THE INSTRUMENT, THE PERSON(S) OR THE ENTITY UPON BEHALF OF WHICH THE PERSON(S) ACTED, EXECUTED THE INSTRUMENT.

I CERTIFY UNDER PENALTY OF PERJURY UNDER THE LAWS OF THE STATE OF CALIFORNIA THAT THE FOREGOING PARAGRAPH IS TRUE AND CORRECT.

WITNESS MY HAND AND OFFICIAL SEAL.
SIGNATURE _____
PRINTED NAME _____
COUNTY IN WHICH COMMISSIONED _____
COMMISSION NUMBER _____
DATE COMMISSION EXPIRES _____

A NOTARY PUBLIC OR OTHER OFFICER COMPLETING THIS CERTIFICATE VERIFIES ONLY THE IDENTITY OF THE INDIVIDUAL WHO SIGNED THE DOCUMENT TO WHICH THIS CERTIFICATE IS ATTACHED, AND NOT TO THE TRUTHFULNESS, ACCURACY, OR VALIDITY OF THAT DOCUMENT.

STATE OF CALIFORNIA

COUNTY OF LOS ANGELES

ON _____, BEFORE ME,_____,
NOTARY PUBLIC, PERSONALLY APPEARED _____,
WHO PROVED TO ME ON THE BASIS OF SATISFACTORY EVIDENCE TO BE THE PERSON(S) WHOSE NAME(S) IS/ARE SUBSCRIBED TO THE WITHIN INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE/SHE/THEY EXECUTED THE SAME IN HIS/HER/THEIR AUTHORIZED CAPACITY(IES), AND THAT BY HIS/HER/THEIR SIGNATURE(S) ON THE INSTRUMENT, THE PERSON(S) OR THE ENTITY UPON BEHALF OF WHICH THE PERSON(S) ACTED, EXECUTED THE INSTRUMENT.

I CERTIFY UNDER PENALTY OF PERJURY UNDER THE LAWS OF THE STATE OF CALIFORNIA THAT THE FOREGOING PARAGRAPH IS TRUE AND CORRECT.

WITNESS MY HAND AND OFFICIAL SEAL.
SIGNATURE _____
PRINTED NAME _____
COUNTY IN WHICH COMMISSIONED _____
COMMISSION NUMBER _____
DATE COMMISSION EXPIRES _____

SCALE: 1"=250'

TRACT NO. 83507

IN THE CITY OF EL SEGUNDO
STATE OF CALIFORNIA

BOUNDARY ESTABLISHMENT

SHEET 4 LOTS 3, 8 AND 10–13
SHEET 5 LOTS 1, 4, 5, 6 AND 9
SHEET 6 LOTS 2 AND 7

LEGEND:

- INDICATES THE BOUNDARY OF THE LAND BEING SUBDIVIDED BY THIS MAP.
- LOT LINE
- EASEMENT LINE
- CENTERLINE
- ● FOUND MONUMENT, SEE SHEET 9 FOR DETAILS
- ○ MONUMENTS TO BE SET, SEE SHEET 9 FOR DETAILS
- (#) REFER TO SHEET 9 FOR FOUND/TO BE SET MONUMENT DESCRIPTIONS OR BOUNDARY ESTABLISHMENT NOTES
- [#] EXISTING EASEMENT; SEE SHEET 9 FOR DETAILS
- R1 TR 71551 1418 MB 45

ABBREVIATIONS:

℄	CENTERLINE
TR	TRACT
PUE	PUBLIC UTILITY EASEMENT
NAP	NOT A PART
N.T.S.	NOT TO SCALE

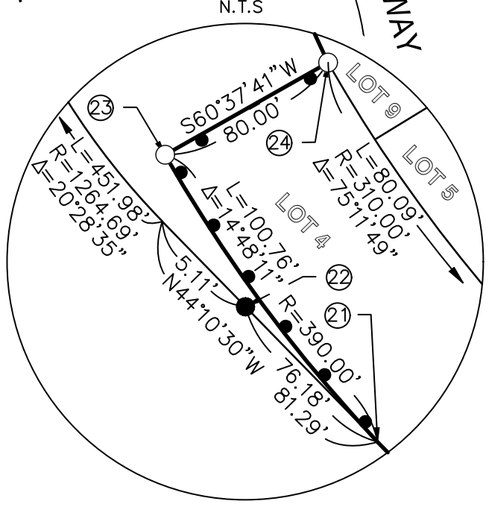
BASIS OF BEARINGS:

THE BEARING OF N 89°47'49" W ALONG THE CENTERLINE OF EL SEGUNDO BOULEVARD AS SHOWN ON TRACT MAP NO: 71551 M.B. 1418 PAGE 45–55 WAS TAKEN AS THE BASIS OF BEARINGS FOR THIS SURVEY

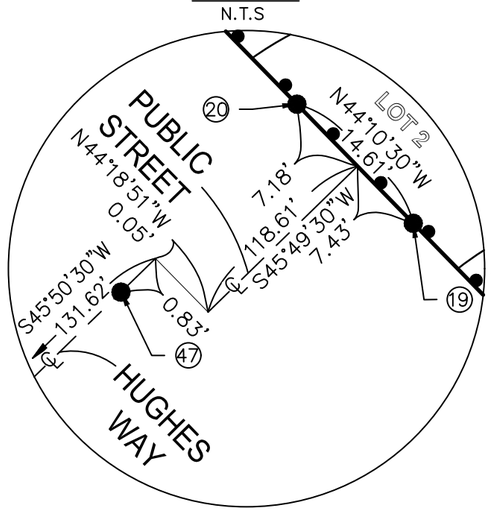
CONTINENTAL BOULEVARD
NASH STREET
SEE DETAIL A, HEREON
EL SEGUNDO BOULEVARD
1394.20'
N89°47'49"W 3262.93'
1043.92'
660.62'
S89°47'49"E 108.00'
75.00'
SOUTHERLY LINE OF EL SEGUNDO BOULEVARD
N00°12'11"E 228.43'
SOUTHERLY LINE OF EL SEGUNDO BOULEVARD
N00°12'11"E 227.11'
EASTERLY LINE OF LOT 15 (R1)
Δ=17°41'03" R=490.00' L=151.24' N17°28'52"W 54.71'
Δ=15°49'33" R=297.00' L=82.04'
Δ=11°15'02" R=500.00' L=98.18'
N44°33'27"W 380.29'
PRIVATE STREET PER THIS MAP
PRIVATE STREET & PUE
N44°33'27"W 380.29'
Δ=18°26'41" R=600.00' L=193.15' N90°00'00"W 83.62'
1052.41' N00°10'43"E 1127.41'
164.20'
N23°37'26"W 1291.19'
WESTERLY LINE OF LOT 25 (R1)
SOUTHWESTERLY LINE OF LOT 17 (R1)
S44°53'47"W 266.40'
N44°51'06"W 552.45'
S44°53'47"W 638.33'
N45°05'15"W 763.17'
SOUTHWESTERLY LINE OF LOT 17 (R1)
Δ=74°16'06" R=310.00' L=401.83'
SOUTHERLY LINE OF LOT 25 (R1)
LOT 9
S60°37'41"W 80.00'
Δ=29°48'34" R=500.00' L=260.14'
LOT 2
LOT 13
LOT 5
Δ=14°48'11" R=390.00' L=100.76'
Δ=20°28'35" R=1264.69' L=451.98'
LOT 1
NORTHWESTERLY LINE OF LOT 12 (R1)
N45° 12' 39"E 824.37'
SOUTHEASTERLY LINE OF LOT 12 (R1)
N45°13'21"E 1278.05'
N44°10'30"W 81.29'
PRIVATE STREET PER THIS MAP
SOUTHERN CALIFORNIA EDISON RIGHT OF WAY
PUBLIC STREET
S44°10'30"E 1312.18'
1187.18'
LOT 4
LOT 6
SOUTHERLY LINE OF LOT 12 (R1)
N44°50'21"W 255.76'
LOT 10
LOT 11
LOT 12
N00°10'43"E 1421.78'
LOT 3
LOT 2
PRIVATE STREET & PUE PER THIS MAP
FUTURE PRIVATE STREET & FUTURE PUE
LOT 8
PACIFIC COAST HIGHWAY
N00°07'12"E 3111.91'
Δ=27°47'40" R=900.00' L=436.59'
N45°50'30"E 131.62'
125.00'
LOT 7
S75°02'03"E 737.61'
376.71'
N62°33'14"E
SOUTHERN PACIFIC RAILROAD
S53°26'07"E 129.99'
Δ=04°32'47" R=913.89' L=72.51'
C13 C12 C11 C10 C9
N45°49'30"E 118.61'
SEE DETAIL B, HEREON
Δ=16°29'03" R=900.00' L=258.94'
N73°38'13"E 772.13'
HUGHES WAY
ALLIED WAY
273.81'
N89°52'43"W
SEE DETAIL C, HEREON

ARC TABLE			
NO.	DELTA	RADIUS	LENGTH
C9	00°18'00"	5689.60'	29.79'
C10	00°36'00"	2824.82	29.58'
C11	00°54'00"	1869.91'	29.37'
C12	01°12'00"	1392.47'	29.16'
C13	01°30'00"	1106.01'	28.96'

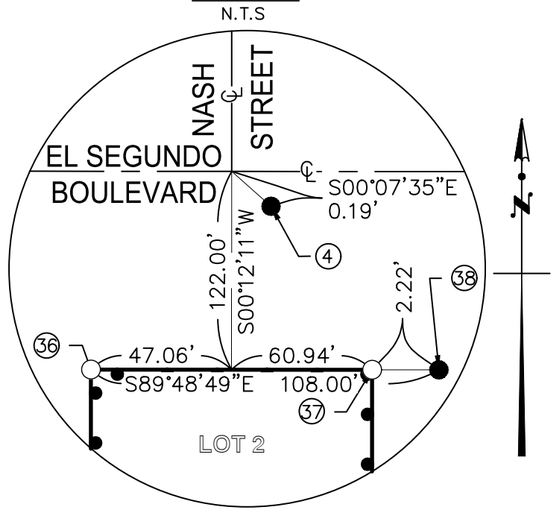
DETAIL C
N.T.S



DETAIL B
N.T.S



DETAIL A
N.T.S



SCALE: 1"=100'

TRACT NO. 83507

IN THE CITY OF EL SEGUNDO
STATE OF CALIFORNIA

LOTS 3, 8 AND 10–13

LEGEND:

- INDICATES THE BOUNDARY OF THE LAND BEING SUBDIVIDED BY THIS MAP.
- LOT LINE
- EASEMENT LINE
- CENTERLINE
- ● FOUND MONUMENT, SEE SHEET 9 FOR DETAILS
- ○ MONUMENTS TO BE SET, SEE SHEET 9 FOR DETAILS
- Ⓐ REFER TO SHEET 9 FOR FOUND/TO BE SET MONUMENT DESCRIPTIONS OR BOUNDARY ESTABLISHMENT NOTES
- [#] EXISTING EASEMENT; SEE SHEET 9 FOR DETAILS
- R1 TR 71551 1418 MB 45

ABBREVIATIONS:

NAP NOT A PART

PUE PUBLIC UTILITY EASEMENT

TR TRACT

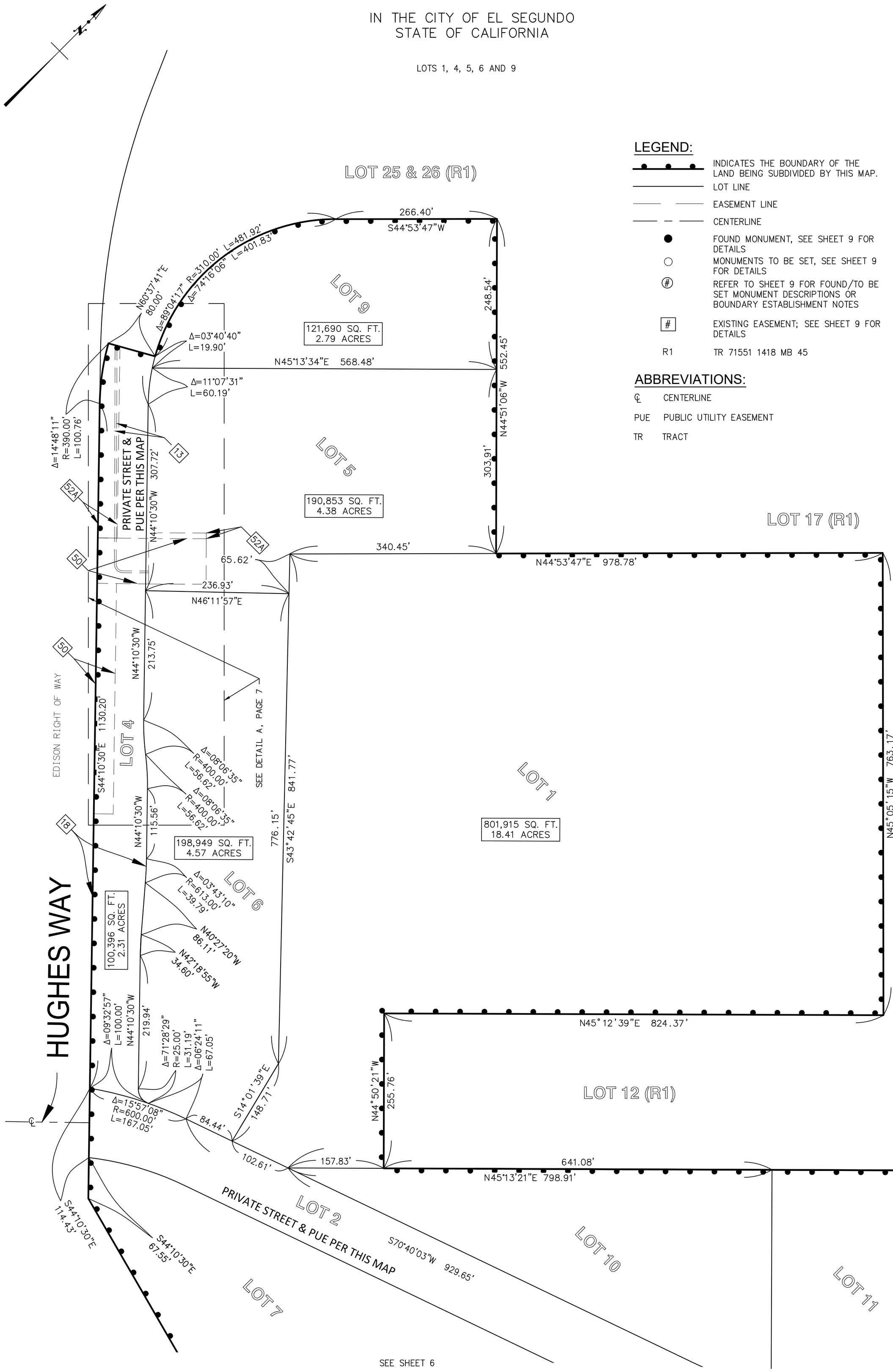
ARC TABLE			
NO.	DELTA	RADIUS	LENGTH
C9	00°18'00"	5689.60'	29.79'
C10	00°36'00"	2824.82	29.58'
C11	00°54'00"	1869.91'	29.37'
C12	01°12'00"	1392.47'	29.16'
C13	01°30'00"	1106.01'	28.96'

SCALE: 1"=100'

TRACT NO. 83507

IN THE CITY OF EL SEGUNDO
STATE OF CALIFORNIA

LOTS 1, 4, 5, 6 AND 9



LEGEND:

- INDICATES THE BOUNDARY OF THE LAND BEING SUBDIVIDED BY THIS MAP.
- LOT LINE
- EASEMENT LINE
- CENTERLINE
- ● FOUND MONUMENT, SEE SHEET 9 FOR DETAILS
- ○ MONUMENTS TO BE SET, SEE SHEET 9 FOR DETAILS
- (#) REFER TO SHEET 9 FOR FOUND/TO BE SET MONUMENT DESCRIPTIONS OR BOUNDARY ESTABLISHMENT NOTES
- [#] EXISTING EASEMENT; SEE SHEET 9 FOR DETAILS
- R1 TR 71551 1418 MB 45

ABBREVIATIONS:

℄	CENTERLINE
PUE	PUBLIC UTILITY EASEMENT
TR	TRACT

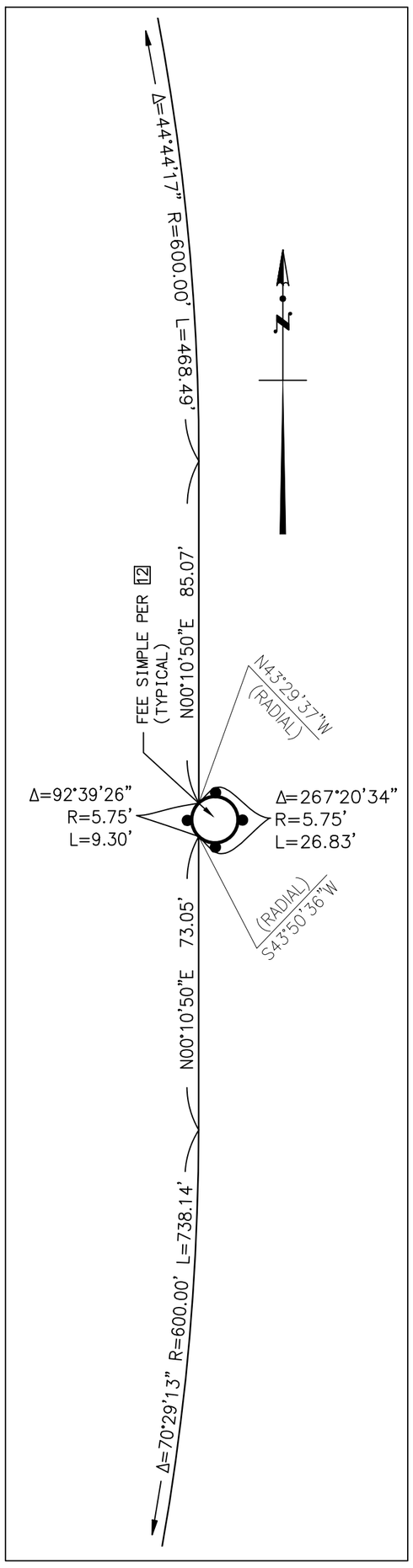
SCALE: 1"=150'

TRACT NO. 83507

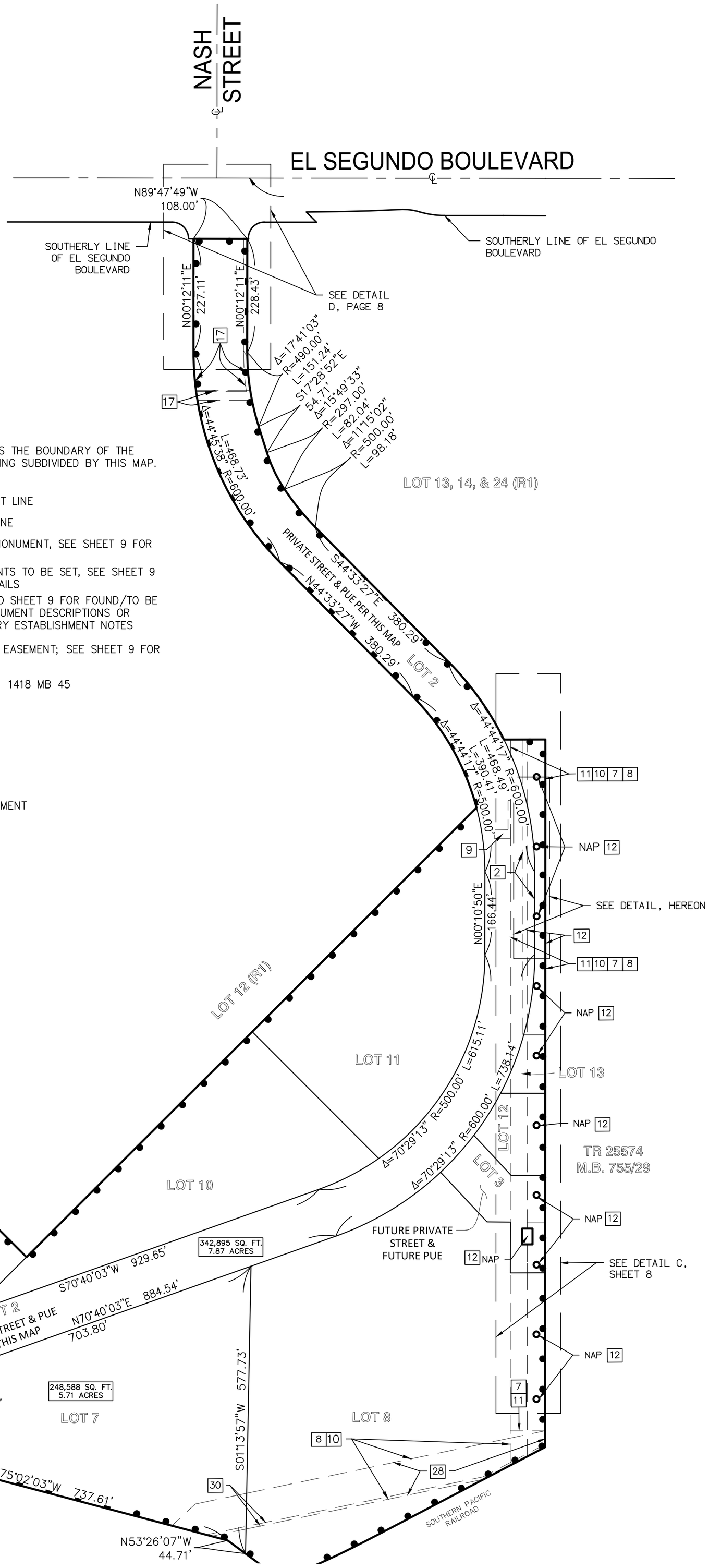
IN THE CITY OF EL SEGUNDO
STATE OF CALIFORNIA

LOTS 2 AND 7

DETAIL
N.T.S.







LEGEND:

●—●—●	INDICATES THE BOUNDARY OF THE LAND BEING SUBDIVIDED BY THIS MAP.
———	LOT LINE
——— ———	EASEMENT LINE
——— – ———	CENTERLINE
●	FOUND MONUMENT, SEE SHEET 9 FOR DETAILS
○	MONUMENTS TO BE SET, SEE SHEET 9 FOR DETAILS
Ⓗ	REFER TO SHEET 9 FOR FOUND/TO BE SET MONUMENT DESCRIPTIONS OR BOUNDARY ESTABLISHMENT NOTES
#	EXISTING EASEMENT; SEE SHEET 9 FOR DETAILS
R1	TR 71551 1418 MB 45

ABBREVIATIONS:

℄	CENTERLINE
NAP	NOT A PART
PUE	PUBLIC UTILITY EASEMENT
TR	TRACT

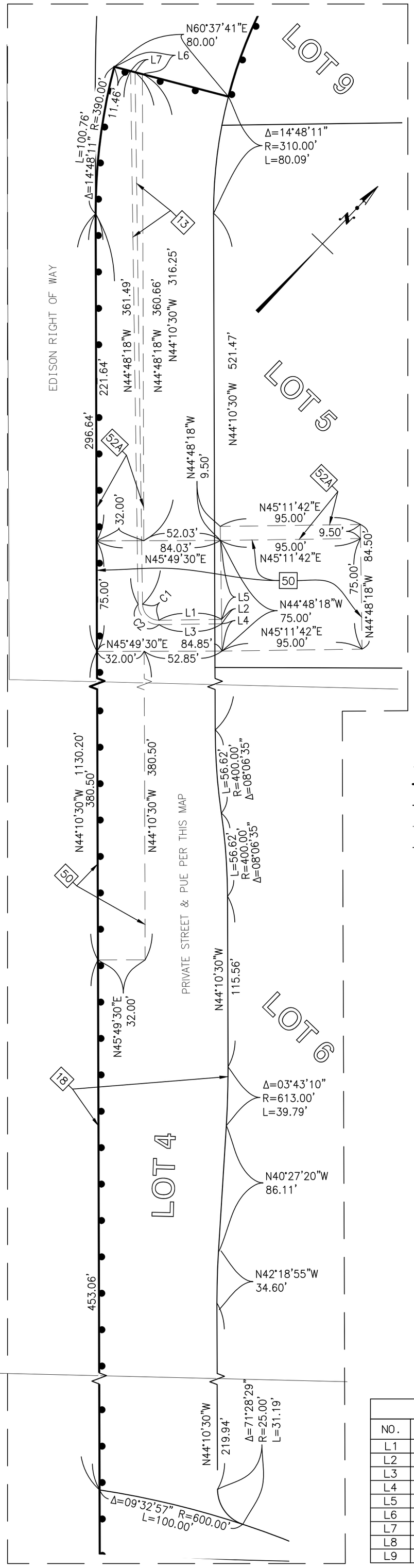
SCALE: 1"=50'

TRACT NO. 83507

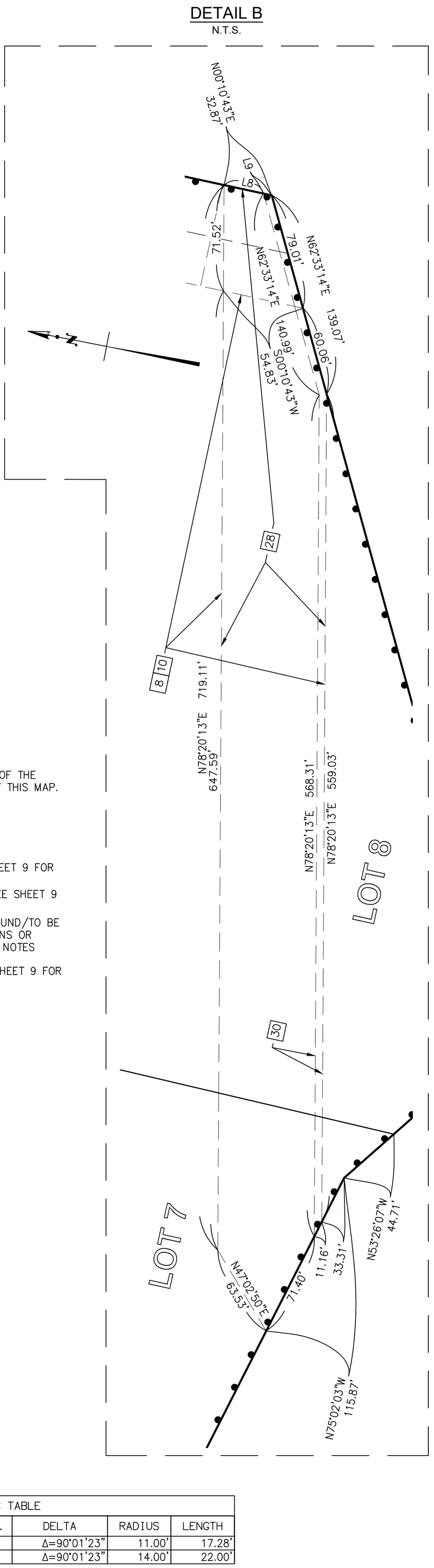
IN THE CITY OF EL SEGUNDO
STATE OF CALIFORNIA

EXISTING EASEMENT DETAILS

DETAIL A
N.T.S.



DETAIL B
N.T.S.



LEGEND:

- INDICATES THE BOUNDARY OF THE LAND BEING SUBDIVIDED BY THIS MAP.
- LOT LINE
- EASEMENT LINE
- CENTERLINE
- ● FOUND MONUMENT, SEE SHEET 9 FOR DETAILS
- ○ MONUMENTS TO BE SET, SEE SHEET 9 FOR DETAILS
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- [#] EXISTING EASEMENT; SEE SHEET 9 FOR DETAILS
- R1 TR 71551 1418 MB 45

ABBREVIATIONS:

NAP	NOT A PART
PUE	PUBLIC UTILITY EASEMENT
TR	TRACT

LINE TABLE		
NO.	BEARING	LENGTH
L1	N45°11'42"E	42.50'
L2	N44°48'18"W	3.00'
L3	N45°11'42"E	42.50'
L4	N44°48'18"W	18.50'
L5	N44°48'18"W	53.50'
L6	N60°37'45"E	19.71'
L7	N60°37'41"E	3.11'
L8	N00°10'43"E	27.23'
L9	N00°10'43"E	5.64'

ARC TABLE			
NO.	DELTA	RADIUS	LENGTH
C1	Δ=90°01'23"	11.00'	17.28'
C2	Δ=90°01'23"	14.00'	22.00'

SCALE: 1"=50'

TRACT NO. 83507

IN THE CITY OF EL SEGUNDO
STATE OF CALIFORNIA

EXISTING EASEMENT DETAILS

LEGEND:

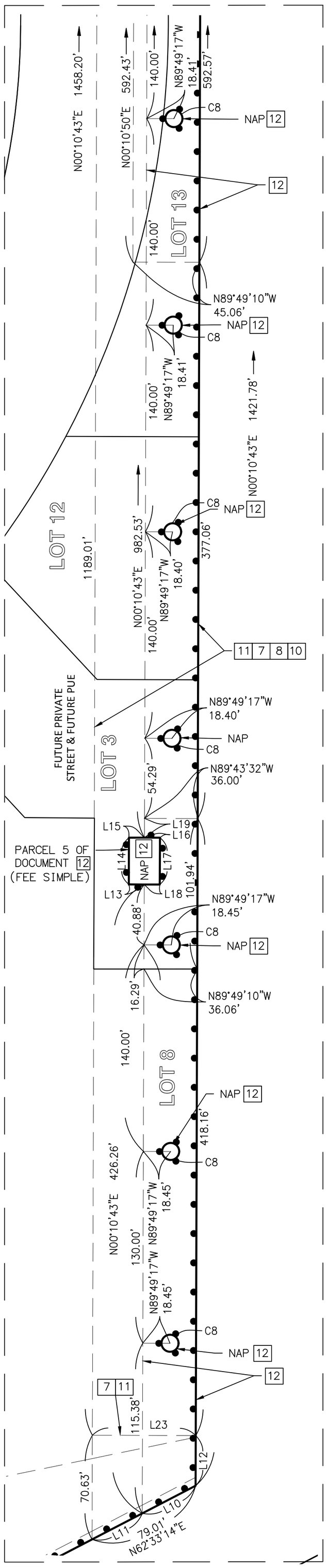
● ● ●	INDICATES THE BOUNDARY OF THE LAND BEING SUBDIVIDED BY THIS MAP.
———	LOT LINE
— — —	EASEMENT LINE
— – —	CENTERLINE
●	FOUND MONUMENT, SEE SHEET 9 FOR DETAILS
○	MONUMENTS TO BE SET, SEE SHEET 9 FOR DETAILS
Ⓐ	REFER TO SHEET 9 FOR FOUND/TO BE SET MONUMENT DESCRIPTIONS OR BOUNDARY ESTABLISHMENT NOTES
[#]	EXISTING EASEMENT; SEE SHEET 9 FOR DETAILS
R1	TR 71551 1418 MB 45

ABBREVIATIONS:

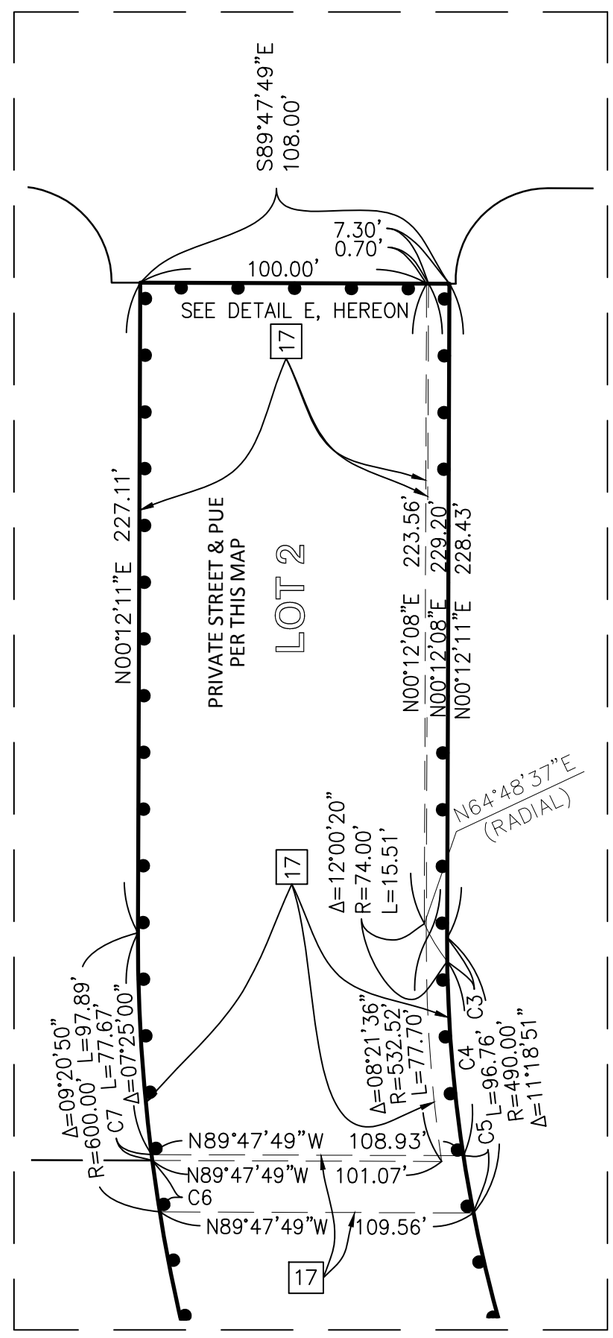
NAP NOT A PART
PUE PUBLIC UTILITY EASEMENT
TR TRACT

DETAIL C

SEE BELOW



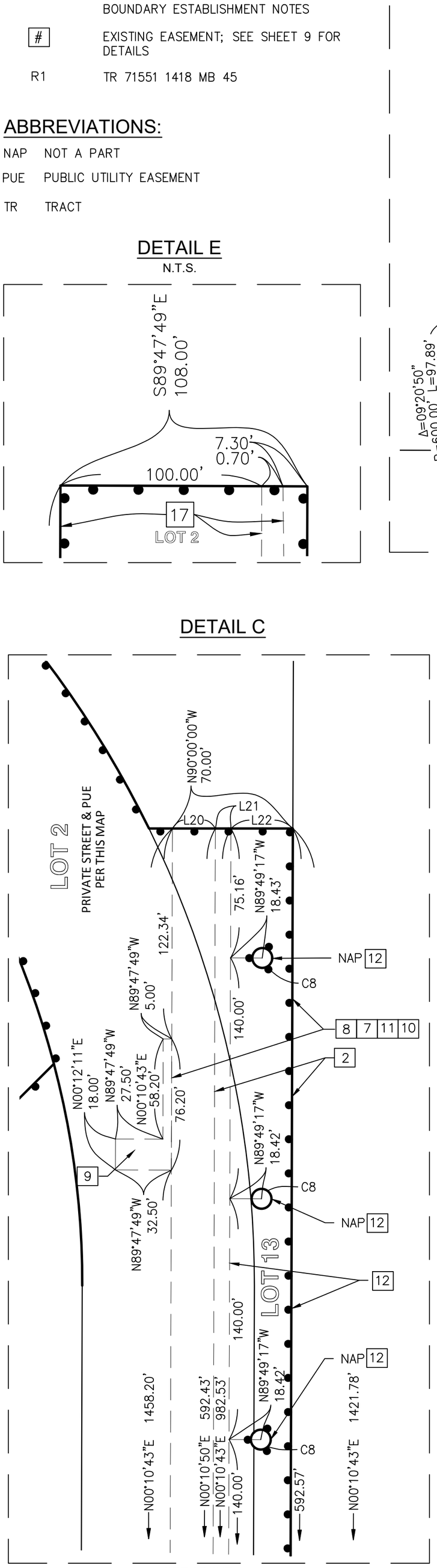
DETAIL D



DETAIL E

N.T.S.

DETAIL C



SEE ABOVE

ARC TABLE			
NO.	DELTA	RADIUS	LENGTH
C3	Δ=00°58'30"	490.00'	8.34'
C4	Δ=07°57'48"	490.00'	68.10'
C5	Δ=02°22'33"	490.00'	20.32'
C6	Δ=01°43'55"	600.00'	18.14'
C7	Δ=00°11'55"	600.00'	2.08'
C8	Δ=360°00'00"	5.75'	36.13'

LINE TABLE		
NO.	BEARING	LENGTH
L9	N00°10'43"E	5.64'
L10	N62°33'14"E	40.70'
L11	N62°33'14"E	38.31'
L12	N00°10'43"E	34.00'
L13	N89°49'10"W	10.50'
L14	N00°10'50"E	31.75'
L15	N89°49'03"W	10.50'
L16	N89°49'10"W	10.50'
L17	N00°10'50"E	31.75'
L18	N89°49'10"W	10.50'
L19	N00°10'43"E	13.08'
L20	N90°00'00"W	24.96'
L21	N89°59'41"E	9.04'
L22	N89°59'55"W	36.00'
L23	N89°49'17"W	70.00'

TRACT NO. 83507

IN THE CITY OF EL SEGUNDO
STATE OF CALIFORNIA

ESTABLISHMENT NOTES:

(1) FOUND S&W STAMPED LS 5810 PER TR 71551 M.B. 1418–45, ACCEPTED AS CENTERLINE INTERSECTION.

(2) NOTHING FOUND ESTABLISHED BY RECORD DISTANCE (164.20') FROM PACIFIC COAST HIGHWAY, PER TR 71551 M.B. 1418–45. TO BE SET S&W, STAMPED LS 8348.

(3) ESTABLISHED INTERSECTION PER TR 71551 (M.B. 1418/45–55) FD S&W ILLEGIBLE S04°16'52"W 0.24' PER SAID TR.

(4) FD BRASS DISK IN SSM 0.5' DOWN STAMPED RCE 7191, S00°07'35"E 0.19' OF INTERSECTION PER TR 71551 (M.B.1418/45–55), NOT ACCEPTED AS INTERSECTION

(5) FOUND S&W STAMPED LS 5810, HELD AS INTERSECTION OF THE CENTERLINE OF EL SEGUNDO BOULEVARD AND THE EASTERLY PROPERTY LINE PRODUCED NORTHERLY, PER TR 71551 M.B. 1418–45.

(6) INTENTIONALLY DELETED.

(7) FOUND 2" IP STAMPED LS 5810, HELD AS NORTHEAST CORNER OF TR 71551 M.B. 1418–45.

(8) NOTHING FOUND ESTABLISHED BY RECORD ANGLE & DISTANCE (1052.41'), PER TR 71551 M.B. 1418–45. TO BE SET 2" IP WITH TAG, STAMPED LS 8348.

(9) ESTABLISHED BY INTERSECTION, ACCEPTED AS SW CORNER TR 26556 M.B. 675–93–94 FOUND LT & TAG STAMPED LS 5810 IN CONCRETE FENCE FOOTING, ON PROPERTY LINE PRODUCED SOUTHERLY S00°10'43"W 0.50', PER TR 71551 M.B. 1418–45.

(10) NOTHING FOUND ESTABLISHED BY RECORD ANGLE & DISTANCE (376.71'), PER TR 71551 M.B. 1418–45.

(11) NOTHING FOUND ESTABLISHED BY RECORD RADIUS (5689.60') & CURVE DISTANCE (29.79'), PER TR 71551 M.B. 1418–45.

(12) NOTHING FOUND ESTABLISHED BY RECORD RADIUS (2824.82') & CURVE DISTANCE (29.58'), PER TR 71551 M.B. 1418–45.

(13) NOTHING FOUND ESTABLISHED BY RECORD RADIUS (1869.91') & CURVE DISTANCE (29.37'), PER TR 71551 M.B. 1418–45.

(14) NOTHING FOUND ESTABLISHED BY RECORD RADIUS (1392.47') & CURVE DISTANCE (29.16'), PER TR 71551 M.B. 1418–45.

(15) NOTHING FOUND ESTABLISHED BY RECORD RADIUS (1106.01') & CURVE DISTANCE (28.96'), PER TR 71551 M.B. 1418–45.

(16) NOTHING FOUND ESTABLISHED BY RECORD RADIUS (913.89') & CURVE DISTANCE (72.51'), PER TR 71551 M.B. TO BE SET 2" IP WITH TAG, STAMPED LS 8348.

(17) NOTHING FOUND ESTABLISHED BY RECORD ANGLE & DISTANCE (129.99'), PER TR 71551 M.B. 1418–45. TO BE SET 2" IP WITH TAG, STAMPED LS 8348.

(18) NOTHING FOUND ESTABLISHED BY RECORD ANGLE & DISTANCE (737.61'), PER TR 71551 M.B. 1418–45. TO BE SET 2" IP WITH TAG, STAMPED LS 8348.

(19) FOUND LEAD & TACK STAMPED LS 5810, ON LINE 7.43' SOUTHEAST OF HUGHES WAY CENTERLINE, NO REFERENCE HELD AS POINT ON LINE, PRESUMED SET PER TR 71551 M.B. 1418–45.

(20) FOUND LEAD & TACK STAMPED LS 5810, ON LINE 7.18' NORTHWEST OF HUGHES WAY CENTERLINE, NO REFERENCE HELD AS POINT ON LINE, PRESUMED SET PER TR 71551 M.B. 1418–45.

(21) NOTHING FOUND ESTABLISHED BY RECORD ANGLE & DISTANCE (1312.18'), PER TR 71551 M.B. 1418–45.

(22) FOUND 2" I.P. STAMPED LS 5810, ON PROPERTY LINE, PER TR 71551 M.B. 1418–45.

(23) NOTHING FOUND ESTABLISHED BY RECORD RADIUS (390.00') & CURVE DISTANCE (100.76'), PER TR 71551 M.B. 1418–45. TO BE SET 2" IP WITH TAG, STAMPED LS 8348.

(24) NOTHING FOUND ESTABLISHED BY RECORD ANGLE & DISTANCE (80.00'), PER TR 71551 M.B. 1418–45. TO BE SET 2" IP WITH TAG, STAMPED LS 8348.

ESTABLISHMENT NOTES (CONTINUED):

(25) NOTHING FOUND ESTABLISHED BY RECORD RADIUS (310.00') & CURVE DISTANCE (401.83'), PER TR 71551 M.B. 1418–45. TO BE SET S&W, STAMPED LS 8348.

(26) NOTHING FOUND ESTABLISHED BY RECORD ANGLE & DISTANCE (266.40'), PER TR 71551 M.B. 1418–45. TO BE SET S&W, STAMPED LS 8348.

(27) NOTHING FOUND ESTABLISHED BY RECORD ANGLE & DISTANCE (552.45'), PER TR 71551 M.B. 1418–45. TO BE SET S&W, STAMPED LS 8348.

(28) NOTHING FOUND ESTABLISHED BY RECORD ANGLE & DISTANCE (638.33'), PER TR 71551 M.B. 1418–45. TO BE SET S&W, STAMPED LS 8348.

(29) NOTHING FOUND ESTABLISHED BY RECORD ANGLE & DISTANCE (763.17'), PER TR 71551 M.B. 1418–45. TO BE SET 2" IP WITH TAG, STAMPED LS 8348.

(30) NOTHING FOUND ESTABLISHED BY RECORD ANGLE & DISTANCE (824.37'), PER TR 71551 M.B. 1418–45. TO BE SET S&W, STAMPED LS 8348.

(31) NOTHING FOUND ESTABLISHED BY RECORD ANGLE & DISTANCE (255.76'), PER TR 71551 M.B. 1418–45. TO BE SET S&W, STAMPED LS 8348.

(32) NOTHING FOUND ESTABLISHED BY RECORD ANGLE & DISTANCE (1278.05'), PER TR 71551 M.B. 1418–45. TO BE SET S&W, STAMPED LS 8348.

(33) NOTHING FOUND ESTABLISHED BY RECORD RADIUS (500.00') & CURVE DISTANCE (260.14'), PER TR 71551 M.B. 1418–45. TO BE SET 2" IP WITH TAG, STAMPED LS 8348.

(34) NOTHING FOUND ESTABLISHED BY RECORD ANGLE & DISTANCE (380.29'), PER TR 71551 M.B. 1418–45. TO BE SET S&W, STAMPED LS 8348.

(35) NOTHING FOUND ESTABLISHED BY RECORD RADIUS (600.00') & CURVE DISTANCE (468.73'), PER TR 71551 M.B. 1418–45. TO BE SET S&W, STAMPED LS 8348.

(36) NOTHING FOUND ESTABLISHED BY RECORD ANGLE & DISTANCE (227.11'), PER TR 71551 M.B. 1418–45. TO BE SET 2" IP WITH TAG, STAMPED LS 8348.

(37) NOTHING FOUND ESTABLISHED BY RECORD ANGLE & DISTANCE (108.00'), PER TR 71551 M.B. 1418–45. TO BE SET 2" IP WITH TAG, STAMPED LS 8348.

(38) FOUND 2" I.P. TAGGED LS 5810 ON LINE 2.22' EAST OF THE NORTHEAST CORNER OF LOT 8, PER TR 71551 M.B. 1418–45.

(39) NOTHING FOUND ESTABLISHED BY RECORD ANGLE & DISTANCE (228.43'), PER TR 71551 M.B. 1418–45. TO BE SET S&W, STAMPED LS 8348.

(40) NOTHING FOUND ESTABLISHED BY RECORD RADIUS (490.00') & CURVE DISTANCE (151.24'), PER TR 71551 M.B. 1418–45.

(41) NOTHING FOUND ESTABLISHED BY RECORD ANGLE & DISTANCE (54.41'), PER TR 71551 M.B. 1418–45.

(42) NOTHING FOUND ESTABLISHED BY RECORD RADIUS (297.00') & CURVE DISTANCE (82.04'), PER TR 71551 M.B. 1418–45.

(43) NOTHING FOUND ESTABLISHED BY RECORD RADIUS (500.00') & CURVE DISTANCE (98.18'), PER TR 71551 M.B. 1418–45. TO BE SET S&W, STAMPED LS 8348.

(44) NOTHING FOUND ESTABLISHED BY RECORD ANGLE & DISTANCE (380.29'), PER TR 71551 M.B. 1418–45. TO BE SET 2" IP WITH TAG, STAMPED LS 8348.

(45) NOTHING FOUND ESTABLISHED BY RECORD RADIUS (560.00') & CURVE DISTANCE (193.15'), PER TR 71551 M.B. 1418–45.

(46) FOUND S&W STAMPED LS 7734 PER L.A.CO. PWFB 0716, PAGES 2957 & 2958. FITS ALL TIES PER SAID FB. ACCEPTED AS CENTERLINE INTERSECTION.

(47) FOUND S&W STAMPED LS 8231 PER L.A.CO. PWFB 0716, PAGES 3513 & 3514. FITS ALL TIES PER SAID FB. ACCEPTED AS PONT ON CENTERLINE, ESTABLISHED NORTHEASTERLY TERMINUS OF HUGHES WAS CENTERLINE, PER TR 71551 M.B. 1418–45.

(48) NOTHING FOUND ESTABLISHED BY RECORD ANGLE & DISTANCE (1291.19'), PER TR 71551 M.B. 1418–45.

EASEMENT NOTES

[2]	EASEMENT FOR PIPELINES, UNDERGROUND WIRES, CABLES AND CONDUITS OF HAGEE–LEWIS PETROLEUM CORPORATION RECORDED OCTOBER 26, 1978 AS INSTRUMENT NO 78–1193524, O.R. AFFECTS PROPERTY, PLOTTED HEREON
[3]	COVENANTS, CONDITIONS AND RESTRICTIONS IN FAVOR OF CHEVRON USA INC FOR DRILLING, AND MAINTAINING OIL WELLS AND FOR PIPELINE PURPOSES RECORDED NOVEMBER 28, 1978 AS INSTRUMENT NO 78–1317577, O.R. AFFECTS PROPERTY "EASEMENT PARCEL" LIES OUTSIDE THE PROPERTY WITHIN EL SEGUNDO BLVD.
[6]	COVENANTS, CONDITIONS AND RESTRICTIONS PER DOCUMENT RECORDED NOVEMBER 28, 1978 AS INST NO 78–1317579 O.R. AND MODIFIED MAY 21, 1979 AS INST NO. 79–546231 O.R. AND NOVEMBER 18, 1981 AS INST NO. 81–1140869 O.R. AFFECTS ACCESS ROAD TO LOT 19. HUGHS ROAD LIES OUTSIDE THE PROPERTY IN QUESTION.
[7]	42 AND 70 FOOT WIDE EASEMENTS IN FAVOR OF THE CITY OF EL SEGUNDO FOR WATER LINE PURPOSES RECORDED JULY 25, 1979 AS INSTRUMENT NO 79–817589, O.R. AFFECTS PROPERTY, PLOTTED HEREON.
[8]	COVENANTS, CONDITIONS AND RESTRICTIONS IN FAVOR OF PACIFIC TELEPHONE COMPANY FOR UNDERGROUND COMMUNICATIONS FACILITY PURPOSES RECORDED AUGUST 14,1979 AS INSTRUMENT NO. 79–895746, O.R. AFFECTS PROPERTY, PLOTTED HEREON.
[9]	COVENANTS, CONDITIONS AND RESTRICTIONS AND A 18 FOOT WIDE EASEMENT IN FAVOR OF THE CITY OF EL SEGUNDO FOR WATER LINE PURPOSES RECORDED NOVEMBER 26, 1980 AS INSTRUMENT NO 80–1197785, O.R. AFFECTS PROPERTY, PLOTTED HEREON.
[10]	COVENANTS, CONDITIONS AND RESTRICTIONS, STORM DRAIN EASEMENT RECORDED NOVEMBER 26, 1980 AS INSTRUMENT NO. 80–1197786 O.R. AFFECTS PROPERTY, PLOTTED HEREON.
[11]	COVENANTS, CONDITIONS AND RESTRICTIONS AND A 42 FOOT WIDE EASEMENT IN FAVOR OF THE LA CO. FLOOD CONTROL FOR WATER LINE PURPOSES RECORDED MARCH 20, 1981 AS INSTRUMENT 81–285968, O.R. AFFECTS PROPERTY, PLOTTED HEREON.
[12]	INGRESS AND EGRESS EASEMENT OF LOS ANGELES COUNTY METROPOLITAN TRANSPORTATION AUTHORITY RECORDED OCTOBER 4, 2006 AS INSTRUMENT NO 06–2216963, O.R. AFFECTS PROPERTY, PLOTTED HEREON.
[13]	UNDERGROUND COMMUNICATIONS SYSTEM EASEMENT OF SOUTHERN CALIFORNIA EDISON COMPANY RECORDED FEBRUARY 25, 2008 AS INSTRUMENT NO 20080316665, O.R. AFFECTS PROPERTY, PLOTTED HEREON.
[17]	EASEMENT AGREEMENT RECORDED MAY 3, 2017 AS INSTRUMENT NO 20170489960 O.R., AFFECTS PROPERTY, PLOTTED HEREON.
[18]	INGRESS, EGRESS SANITARY SEWER, DRAINAGE, STORM DRAIN, PUBLIC UTILITIES, EMERGENCY ACCESS, FIRE HYDRANT, WATER METER, WATER LINE, TRAFFIC SIGNAL AND SIDEWALK PURPOSES AS OFFERED FOR DEDICATION ON TR NO 71551, M.B. 1418, PGS. 45–55 AS INSTRUMENT NO 2019–1313306 O.R., AFFECTS PROPERTY, PLOTTED HEREON.
[28]	EASEMENT OF CITY OF EL SEGUNDO FOR THE PURPOSES OF THE MAINTENANCE, REPAIR AND RECONSTRUCTION OF BELOW SURFACE GRADE, BURIED, LATERAL SEWER GRANTED RECORDED NOVEMBER 26, 1980, AS INSTRUMENT NO. 80-1197787, O.R., AFFECTS PROPERTY, PLOTTED HEREON.
[30]	EASEMENT FOR OVERHEAD AND UNDERGROUND ELECTRICAL SUPPLY SYSTEMS AND COMMUNICATION SYSTEMS OF SOUTHERN CALIFORNIA EDISON COMPANY RECORDED APRIL 15, 1982 AS INSTRUMENT NO. 82-390912, O.R., AFFECTS PROPERTY, PLOTTED HEREON.
[50]	EASEMENT FOR ELECTRICAL SUBSTATION AND ACCESS ROAD PURPOSES AND MAINTENANCE AND OPERATION OF AN ELECTRICAL SUBSTATION OF SOUTHERN CALIFORNIA EDISON COMPANY RECORDED AUGUST 19, 1980 AS INSTRUMENT NO 80-794764, O.R. AFFECTS PROPERTY, PLOTTED HEREON. ACCESS EASEMENT LOCATION CANNOT BE DETERMINED DUE THE MISSING EXHIBIT "A" PAGE IN SAID DEED.
[52]	EASEMENT FOR CONSTRUCTION, OPERATION AND MAINTENANCE OF 32 & 42 DIAMETER WATERLINE AND MAINTENANCE OF BLENDING STATION STRUCTURE OF WEST BASIN MUNICIPAL WATER DISTRICT RECORDED MAY 19, 1994 AS INSTRUMENT NO. 94-973125, O.R., PLOTTED HEREON, EASEMENT LIES OUTSIDE OF PROPERTY.
[52A]	EASEMENT FOR CONSTRUCT, USE, MAINTAIN, ALTER, ADD TO, REPAIR, REPLACE INSPECT AND/OR REMOVE BUILDINGS, STRUCTURES, POLES, TOWERS AND ETC. FOR SOUTHERN CALIFORNIA EDISON COMPANY RECORDED MAY 12, 1982 AS INSTRUMENT NO. 82-487217, O.R. AFFECTS PROPERTY, PLOTTED HEREON.

City Council Agenda Statement

Meeting Date: June 7, 2022
Agenda Heading: Consent
Item Number: B.8

TITLE:

Acacia Park Deed Restriction to Facilitate State Parks Grant Funding

RECOMMENDATION:

1. Authorize the City Manager to execute a deed restriction on Acacia Park in a form acceptable to the City Attorney.

2. Direct staff to record the deed restriction with the Los Angeles County Recorder.

FISCAL IMPACT:

None

BACKGROUND:

The California Department of Parks and Recreation's Office of Grants and Local Services (OGALS) announced the allocations for the Per Capita program, funded through the Parks and Water Bond Act of 2018 (Proposition 68). The objectives of the grant are to support the rehabilitation, creation, and improvement of park facilities. In addition, funds are available to local municipalities on a per capita basis. Grant recipients are encouraged to utilize awards to rehabilitate existing infrastructure as well as address deficiencies in neighborhoods lacking access to the outdoors.

Per Capita allocation for all cities and local districts, including the City of El Segundo, is $177,952. In addition to the above allocation, the City of El Segundo is also receiving $10,135 in Urban County Per Capita funds. These additional funds are allocated at a rate of $.61 per capita to cities and districts in urbanized counties (a county with a population of 500,000 or more) providing park and recreation services within jurisdictions of 200,000 or less in population. The total grant amount is $188,087.

Grant funding was allocated towards the Acacia Park project. The park was completed in April 2021 with the following funds; Measure W, Wastewater, Park Development, General and Proposition 68. City staff is in the process of acquiring reimbursement of

funds used for Proposition 68.

DISCUSSION:

The state grant requires that a deed restriction be recorded on the title to the property. This would require the recordation of a deed restriction on Acacia Park that would restrict use of the property for purposes consistent with the grant for the duration of the grant contract performance period. Upon Council approval, staff will notarize and file with the County to ensure compliance with requirements.

CITY STRATEGIC PLAN COMPLIANCE:

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

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

PREPARED BY:
Monse Palacios, Sr. Administrative Analyst
REVIEWED BY:
John Jones, Interim Community Services Director
APPROVED BY:
Barbara Voss, Deputy City Manager

ATTACHED SUPPORTING DOCUMENTS:

1. Acacia Park - D063
2. Per Capita - Deed Restriction Instructions

OFFICERS & DIRECTORS

ALLIN L. RHODES.
PRESIDENT
H. L. CARNAHAN. DIRECTOR
LAWYER
W. B. MORLAN.
SECRETARY-TREASURER
DAN CAMPBELL. DIRECTOR
PRESIDENT, COMMUNITY SAVINGS BANK, GLENDALE, CAL.
FRANK P. DOHERTY. DIRECTOR
LAWYER
J. T. COOPER. DIRECTOR
VICE PRES. SECURITY TRUST & SAVINGS BANK
F. X. PRICE
W. A. ALEXANDER
ASSISTANT SECRETARIES

O. J. WAGGONER.
CHAIRMAN OF THE BOARD

PAID IN CAPITAL AND SURPLUS OVER 1,200,000 DOLLARS

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LEGAL DEPARTMENT

W. P. FREEMAN
THOS. W. HART
WALTER EDEN
MELVIN GOOD

California Title Insurance Co.

LOS ANGELES TRUST CO.
LOS ANGELES TITLE AND TRUST CO.
LOS ANGELES TITLE INSURANCE CO.

PHONE TRINITY 3221

626 SOUTH SPRING ST.

LOS ANGELES, CAL.

No. 294478

Guarantee

135-383

Issued for the sole benefit and protection of The City of El Segundo.

After an examination of the official records of the *County of Los Angeles, State of California, except those hereinafter mentioned, and of the official records of the Federal Offices located at Los Angeles, in relation to the title of that certain tract of land hereinafter described, the*

California Title Insurance Company

a corporation organized and existing under the laws of the State of California and having its office and place of business in the City of Los Angeles, County of Los Angeles, State of California

Hereby Guarantees

in a sum not to exceed Twenty-five Hundred ($2500.00)----------*Dollars that said title as it appears from said records is vested in*

THE CITY OF EL SEGUNDO

a municipal corporation.

FREE OF INCUMBRANCES

Except: 1st- Taxes of the fiscal year 1925-26, a lien.

2nd- A right of way and perpetual easement fifteen (15) feet wide over and through said lot for the construction and maintenance of an outfall sewer as granted to the City of Los Angeles, by deed recorded in Book 2383, Page 215 and in Book 2095, Page 250 of Deeds.

3rd- Right of the Sausal Redondo Water Company No. 1 its successors or assigns, to lay, maintain, repair, restore, increase the size of, and remove pipes and conduits in, upon,

under or across said lot for the purpose of distributing and supplying water for domestic, industrial and irrigation purposes or any of such purposes to or upon said lot or any other lots to which said Water Company or its successors or assigns may now or hereafter desire to supply or distribute water, as reserved in the deed from Pacific-Southwest Trust & Savings Bank, formerly Los Angeles Trust & Savings Bank, a corporation, to The City of El Segundo, a municipal corporation, filed for record September 25th, 1925.

4th- Conditions, restrictions and reservations contained in the above mentioned deed, to which deed and the record thereof reference is hereby made for particulars.

D E S C R I P T I O N

Lot Two (2) in Block Thirteen (13) of Tract Number Sixteen Hundred Eighty-five (1685) in the City of El Segundo, County of Los Angeles, State of California, as per map recorded in Book 21, Page 98 of Maps, in the office of the Recorder of said County.

This Guarantee does not include an examination of, or a report on:

1. Adverse or possessory claims or rights not shown by the official records hereinbefore mentioned;

2. Existing roads, matters relating to water rights, mining claims or district records; Municipal Records and Liens created by the Act of any City other than the City of Los Angeles; Exceptions and Rights Reserved in United States or State Patents; Ownership of the subterranean water of Los Angeles River;

3. Restriction Zones or Governmental matters relating to occupancy or use of said land or of any building thereon. Proceedings and assessments for municipal or district improvements in the City of Los Angeles, unless the amount of assessment therefor has become a lien of record in the manner provided by law. Proceedings and assessments by any City, other than the City of Los Angeles, for the improvement of, or sewers in, any street or public place, forming an exterior boundary of Los Angeles City;

4. The validity or legality of any tax sales, assessments, attachments, restrictions, leases, easements, declarations of homestead or money judgments if any are mentioned in this Guarantee.

The liability of this Company shall be limited to the amount hereinbefore set forth. Protection hereunder, as so limited, shall extend to each subsequent owner or pledgee of any indebtedness secured by mortgage or trust deed, if any is shown herein, as such interest may appear.

IN TESTIMONY WHEREOF, the CALIFORNIA TITLE INSURANCE COMPANY, has caused its corporate name and seal to be hereunto affixed, by its duly authorized officers, this

Twenty-fifth day of September, 1925, at 8:30 A. M.

CALIFORNIA TITLE INSURANCE COMPANY

Allin L. Rhodes
President

Countersigned:

A. L. Staggs
Manager

Attest Ed Payne
Assistant Secretary

FORM 51

N.

Plat

Showing Lot 2, Blk. 13

Tract No. 1665

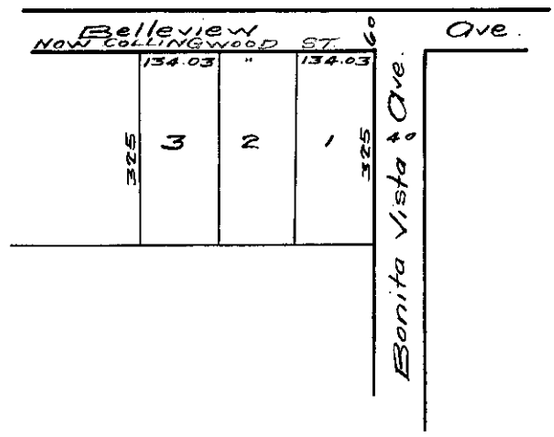
as per map recorded in Book 21 page 98

maps

L.A.Co.Cal.

S

A/3



A/3

Deed Restriction

The Deed Restriction restricts the title to the property, safeguarding the property for purposes consistent with the GRANT for the duration of the CONTRACT PERFORMANCE PERIOD.

If the GRANTEE owns the PROJECT land, a Deed Restriction must be recorded on the title to the property before OGALS will approve any grant payments except an advance into escrow. A Deed Restriction is not required if the GRANTEE does not own the PROJECT land, such as where the GRANTEE is improving property it has access to under a lease agreement.

Deed Restriction Instructions

Before filing the Deed Restriction, the GRANTEE must own the PROJECT land, and have an encumbered CONTRACT for the GRANT amount.

The PROJECT OFFICER will send the Deed Restriction to the GRANTEE. Do not alter the Deed Restriction. The GRANTEE takes the following steps:

1. Add ownership information to Paragraph I of the Deed Restriction: [formal name of GRANTEE] Insert ownership information as it appears on the deed.

2. Create 3 copies (GRANTEE copy, OGALS copy and recorder's copy) of the Deed restriction and the required attachments:

Exhibit A: Label this attachment "Exhibit A (Legal Description of Property)" and include a formal legal description of every parcel of property to which grant funds will be used for the development and/or acquisition thereof. This information can be obtained from the grant deed or title policy. (The assessor's parcel number or a street address is NOT a valid legal description.) and,

Exhibit B: Label this attachment "Exhibit B (Grant CONTRACT)" and include a complete copy of the Grant CONTRACT and provisions signed by the AUTHORIZED REPRESENTATIVE and the State of California.

3. Notarize it: Take 3 copies of the following documents to a notary. OGALS recommends submitting these documents to the PROJECT OFFICER for review prior to notarizing.

Unsigned and undated Deed Restriction

Exhibit A (Legal Description of Property)

Exhibit B (Grant CONTRACT)

The AUTHORIZED REPRESENTATIVE dates and signs the Deed Restriction signature page in the presence of a notary. The notary will complete a Notary Acknowledgement (Civil Code §1189).

4. Record it: Take 3 copies of the notarized documents bulleted above to the County Recorder's Office of the county in which the property is located. Ask the County Clerk to record the Deed Restriction with Notary Acknowledgement, Exhibit A, and Exhibit B, on the title to the property.

5. Send it: Make sure to send a copy of the notarized and recorded Deed Restriction, Exhibit A, and Exhibit B to the OGALS Project Officer.

City Council Agenda Statement

Meeting Date: June 7, 2022
Agenda Heading: Public Hearings
Item Number: C.9

TITLE:

FY 2022-2023 Master Fee Schedule

RECOMMENDATION:

1. Conduct a public hearing on the proposed fee adjustments.
2. Adopt a resolution establishing changes to the schedule of fees and charges for City services.

FISCAL IMPACT:

The estimated fiscal impact from the proposed changes is potential additional revenue for FY 2022-2023 of up to $1,664,125.

BACKGROUND:

In 2017, the City Council directed staff to prepare a fee study identifying the full cost of providing services provided by the City. In 2018, as a result of this effort, City Council adopted a policy establishing cost-recovery standards, a Citywide Master Fee Schedule, and an ongoing mechanism to assess the cost of services and to adjust fees accordingly.

DISCUSSION:

The FY 2022-2023 Master Fee Schedule establishes the fees charged for City services. All fees are reviewed from time to time in order to ensure that the fees charged are aligned with the estimated cost to provide the services, and that all fees are in compliance with the California Government code Sections 66016 and 66018**.**

User fees and charges are collected to recover some or all costs incurred in providing a specific service from which one or more individuals obtain a benefit. It is best practice for cities to perform a comprehensive update of their cost allocation plans at least every

five years and review user fees and charges schedules annually. The last full study was conducted in FY 2017-18. One of the Council's priority focus areas is to enhance the City's long-term financial stability. Adopting a fee methodology and resulting fee adjustments realigns user fees to more efficiently utilize general revenues for services and programs such as public safety, infrastructure maintenance, and economic development.

Furthermore, the California Constitution (Propositions 13, 218 and 26) and various state laws have placed both substantive and procedural limits on cities' ability to impose fees and charges. Proposition 26 contains a more general articulation of the cost of service principle and includes a requirement that the local government bear the burden of proof that "a levy, charge, or other exaction is not a tax; that the amount is no more than necessary to recover the reasonable costs of the government activity; and that the manner in which those costs are allocated to a payor bear a fair or reasonable relationship to the payor's burden on, or benefits received from, the governmental activity." (Cal. Const. art. XIII C, § (e).). It is important to note that rental charges for rooms or facilities, fines, penalties and late charges are not technically user fees and are not required to be based on actual costs. Instead, these types of charges are more typically governed by market rates, reasonableness and other policy-driven factors and can legally exceed the cost.

The last full study and recommended fee updates of the Master Fee Schedule was adopted in June 2018 and updated by CPI-U in September 2019, September 2020, and June 2021. The Master Fee Schedule, unless otherwise revised, is automatically adjusted on an annual basis. The recommended adjustment for FY 2022-2023 is not based off CPI-U, but an updated comprehensive cost allocation study that establishes fully burdened rates for each position within the City, as well as identifying specific staff and allocating staff's time towards each fee and charge for cost of service. Prospectively, staff will continue with the City Council direction to adjust the Master Fee Schedule on an annual basis by an inflationary factor.

The Recreation, Parks, and Aquatics fees and services have not been adjusted in several years. These fees and services were included in the current study. The results of this study are included in Exhibit B. Some of the fees and services are being recommended to increase by a nominal amount as supported by the fee study and directed by prior City Council policy to recover approximately 40% for these programs as a whole.

In addition to any fee adjustments, staff reviews the operational need to include new proposed fees that are currently not captured by the detailed Fee Study and other fees that are no longer valid and can be removed (attached as Exhibit C). Staff performed a fee audit with assistance of a consultant, Revenue Cost Specialist, and the variations from the current approved Master Fee Schedule are attached in Exhibit A (under appendix C & D) and Exhibit B.

CITY STRATEGIC PLAN COMPLIANCE:

Goal 5: Champion Economic Development and Fiscal Sustainability

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

PREPARED BY:
Joseph Lillio, Chief Financial Officer
REVIEWED BY:
Joseph Lillio, Chief Financial Officer
APPROVED BY:
Barbara Voss, Deputy City Manager

ATTACHED SUPPORTING DOCUMENTS:

1. Master Fee Schedule Resolution_06072022
2. Exhibit A: El Segundo Cost of Services Study FY 21-22
3. Exhibit B: Proposed Master Fee Schedule_Parks_Rec_Aquatics
4. Exhibit C: Proposed New Fees and Removed Fees for FY 2022-23

RESOLUTION NO. _____

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

The Council of the City of El Segundo resolves as follows:

SECTION 1. The City Council finds as follows:

A. The City Council may establish fees for services under various provisions of California law including, without limitation, Business & Professions Code § 16000; Government Code §§ 36936.1, 43000, 54344, 65104, 65456, 65874, 65909.5, 65943, 66013, 66014, 66451.2; and Health & Safety Code §§ 510, 17951, 17980.1, and 19852;

B. Pursuant to Government Code § 66016, the City made data available regarding the cost, or estimated cost, of providing services for various fees ten (10) days before the public hearing held on June 7, 2022;

C. On June 7, 2022, City Council heard public testimony and considered evidence in a public hearing held and noticed in accordance with Government Code § 66016;

D. At the recommendation of the City's Departments and the City Manager, the City Council believes that it is in the public interest to establish the recommended fees to recover the costs of public services.

SECTION 2. *The Fee Schedule Adoption*: The schedule of fees and charges attached as Exhibit “A” and incorporated into this Resolution as if fully set forth herein, are approved and adopted.

SECTION 3. *Separate Fee for Each Process*: All fees set by this Resolution are for each identified process; additional fees shall be required for each additional process or service that is requested or required. Where fees are indicated on a per-unit of measurement basis, the fee is for each identified unit or portion thereof within the indicated ranges of such units.

SECTION 4. *Added Fees and Refunds*: Where additional fees need to be charged and collected for completed staff work, or where a refund of excess deposited monies is due, and where such charge or refund is $15.00 or less, a charge or refund need not be made, pursuant to California Government Code § 50055 and amendments thereto.

SECTION 5. *New Fees*: Any fees for new services established throughout the year shall

be incorporated into the City's fee structure and collected with recovery percent consistent with similar services.

SECTION 6. *Interpretation*: This Resolution may be interpreted by the several City Department Heads in consultation with the City Manager, and should there be a conflict between two fees, then the lower in dollar amount of the two shall be applied.

SECTION 7. *Intent*: It is the intention of the City Council to review the fees and charges as determined and set out herein, based on the City's next Annual Budget and all of the City's costs reasonably borne as established at that time and, if warranted, to revise such fees and charges based thereon.

SECTION 8. Unless otherwise revised, any fee newly established for the first time by this Resolution will be automatically adjusted on an annual basis at the beginning of each fiscal year based on the most recent reported December annual percentage of change in the United States Department of Labor, Bureau of Labor Statistics' Los Angeles-Long Beach-Anaheim CPI-U for the calendar year.

The first fee adjustment for such newly established fees may not be made before a minimum of twelve (12) months after the effective date of this Resolution.

SECTION 9: This Resolution is exempt from review under the California Environmental Quality Act (Cal. Pub. Res. Code §§ 211 000. *et seq*.; "CEQA") and CEQA regulations (14 Cal. Code Regs. §§ 15000, et seq.) because it establishes, modifies, structures, restructures, and approves rates and charges for meeting operating expenses; purchasing supplies, equipment, and materials; meeting financial requirements; and obtaining funds for capital projects needed to maintain service within existing service areas. This Resolution, therefore, is categorically exempt from further CEQA review under 14 Cal. Code Regs. § 15273.

SECTION 10. *Effective Dates*: This resolution shall go into full force and effect immediately but shall be subject to the terms and conditions pursuant to Government Code § 66017. Development related fees will go into effect September 1, 2022, Recreation fees will go into effect July 1, 2022, Aquatic fees and Special event fees shall go into effect July 1, 2022, while all other fees will become effective on July 1, 2022 and will remain effective unless repealed or superseded.

SECTION 11. All resolutions and other actions of the City Council in conflict with the contents of this Resolution are hereby repealed.

SECTION 12. *Severability*: If any portion of this Resolution is declared invalid or unconstitutional, then it is the intention of the City Council to have passed the entire Resolution and all its component parts, and all other sections of this Resolution shall remain in full force and effect.

SECTION 13: 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 June, 2022.

AYES:
NOES:
ABSENT:
ABSTAIN:

PASSED AND ADOPTED this _____ day of June, 2022.

_____
Drew Boyles, Mayor

ATTEST:

_____
Tracy Weaver, City Clerk

APPROVED AS TO FORM:

_____
Mark D. Hensley, City Attorney

Cost of Services Study
for the
City of El Segundo

MAY 2022



Revenue & Cost Specialists

1519 East Chapman Ave, Suite C
Fullerton, CA 92831

www.revenuecost.com
(714) 992-9020

May 24, 2022

Mr. Joseph Lillio, Director of Finance
City of El Segundo
350 Main Street
El Segundo, CA 90245

Mr. Lillio,

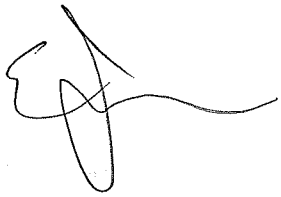
This Report is submitted pursuant to our contract with the City to perform a revenue and cost analysis and to develop a cost distribution and cost control system for the City for its services.

The motivation for this study is the need of both the City Council and City staff to maintain City's services at a level commensurate with the standards previously set by the City Council, and to maintain effective policy and management control of City services.

This Report provides currently useful information about the City's status on recovery of costs for all City services. In addition, it will assist in projecting and determining the future level and equity of these City services.

RCS wishes to thank all City department heads and staff for their assistance and cooperation extended to us during the accomplishment of our work, without whose aid this Report could not have been produced. The response, awareness and information gathered and supplied by numerous City employees make this Report the sound one we believe it to be.

Respectfully submitted,



ERIC JOHNSON
President

EXECUTIVE SUMMARY

By acceptance of the Revenue & Cost Specialists (RCS) proposal, the City of El Segundo decided to subject its fee-based services to detailed analysis dedicated toward seeking alternate, and more equitable, ways to finance City services provided to the community. Due to the various demands made of the City, it is essential that the City Council and management have complete information upon which to assess fees charged to the public for services provided. Schedule 1 at the end of this Executive Summary lists each service reviewed in this study. It indicates that the City could realize approximately $1,664,125 in additional new revenue if the recommendations provide herein are adopted and implemented.

Organization of Report. This Executive Summary explains RCS's philosophy concerning fee-based services and cost analysis with a discussion of Costs Generally Defined. The report then lists the Types of Costs included in our analysis and our General Recommendations.

COSTS GENERALLY DEFINED

The basic costs of operating any business are direct labor and employee benefits, direct materials, allied indirect costs, overhead costs, and fixed asset or "depreciation" charges.

Determination of Costs. After the passage of Proposition 13, the California Taxpayers Association, the California Chamber of Commerce, the National Tax Limitation Committee and the California Association of Realtors put Proposition 4 before the voters. It was adopted by 74.3% of the voters of California on November 6, 1979, and became effective on July 1, 1980, retroactive to Fiscal Year 1978-79.

This proposition, which became Article XIIIB of the State Constitution, addressed all city revenues and established a limit on the growth of tax revenues. Also, because of Proposition 4, fee services cannot exceed the "costs reasonably borne" by the City in providing the service. If the fee exceeds the cost, the excess fee is defined to be a special tax, which Proposition 13 requires be approved by two-thirds of the voters.

As Article XIIIB was written by the above business groups, it is not surprising that they recommended a business-oriented approach to the costs of governmental services. For example:

> The phrase costs reasonably borne by such entity in providing the regulation, product, or service is intended to incorporate all appropriations by an entity for

> reasonable costs appropriate for the continuation of the service over time. This includes ongoing expenses such as operation costs and a reasonable allocation for overhead and administration, but it also includes reasonable allocation for start-up costs and future capacity. Thus, reasonable allocations for capital replacement, expansion of services, and repayment of related bond issuances would be considered "costs reasonably borne."[1]

Principle Involved. A basic principle involved in this Report is the recognition of those full business costs as they are as defined by the authors of the Constitutional amendment, NOT just those costs which 1) the City might recognize and decide to budget; or 2) which it might decide to use in some other cost analysis methodology; or 3) that other jurisdictions not so complying might use; or 4) that some accounting or other consulting firm might decide it should use, based on some external, non-California legal requirements.

These cost elements have been determined in a businesslike manner per basic business principles, and applied to each and every fee-financed or fee-financeable service provided by the City, modified only slightly to accommodate the published intent and definitions of the authors of Article XIIIB. Thus a logical, legal, and Constitutionally-mandated cost-consciousness can now be applied to City operations.

TYPES OF COSTS

The following costs, identified above as part of "costs reasonably borne" by the Authors of Proposition 4, make up the cost detail found on the right-hand page in Appendix B for each service center.

Salaries and Wages

City government is in fact a service industry, and therefore, it is natural that salaries make up the largest single element of cost for most services.

Interview Process. In order to allocate the salaries, lengthy interviews were held, documents sought and researched, and reports and accounting records examined by RCS. The result was, in most cases, a percentage or hours distribution of individual employee personal services costs.

One hundred percent of the time of all City employees was distributed. In other words, everyone

[1] A Summary of Proposed Implementing Legislation and Drafter's Intent with Regard to Article XIIIB of the California Constitution (Proposition 4, November 6, 1979); Spirit of 13, Inc.; 1980; California Chamber of Commerce; page 6.

had to be someplace, all of their time. No judgments were made about what personnel should or might be doing. Their time was distributed to those service centers where the time was expended.

Employee Fringe Benefits

Since fractional time -- to as low as three minutes per unit of service or one-twentieth of a percent of the annual time of an employee has been allocated to service centers, fringe benefit costs also must be fractionalized to carefully and accurately distribute those ancillary personnel costs.

The City finances numerous benefits for its employees, thereby incurring measurable costs for these items, including:

- PERS Retirement
- Group Health Insurance
- Medicare Insurance
- Social Security
- Other Post-Employment Benefits
- Workers Compensation Insurance

All of these costs are current operating expenses, and the amounts were isolated. Actual costs were determined and reduced to a percentage of salary for each of the positions.

Maintenance and Operation Costs

All maintenance and operation costs, including non-personnel expenses such as professional services, insurance, operating supplies etc., were derived from the 2021-2022 Council-approved budget and allocated via percentages or through actual allocation to each of the service centers identified in a department or division.

General and Departmental Overhead Costs

Overhead costs provide the vital glue that holds an organization together operationally and provide important coordinating capabilities. They also provide the day-to-day support services and facilities required for the organization to function effectively. RCS has used a detailed Cost Allocation Plan (CAP) to identify and allocate these costs to the remainder of the City

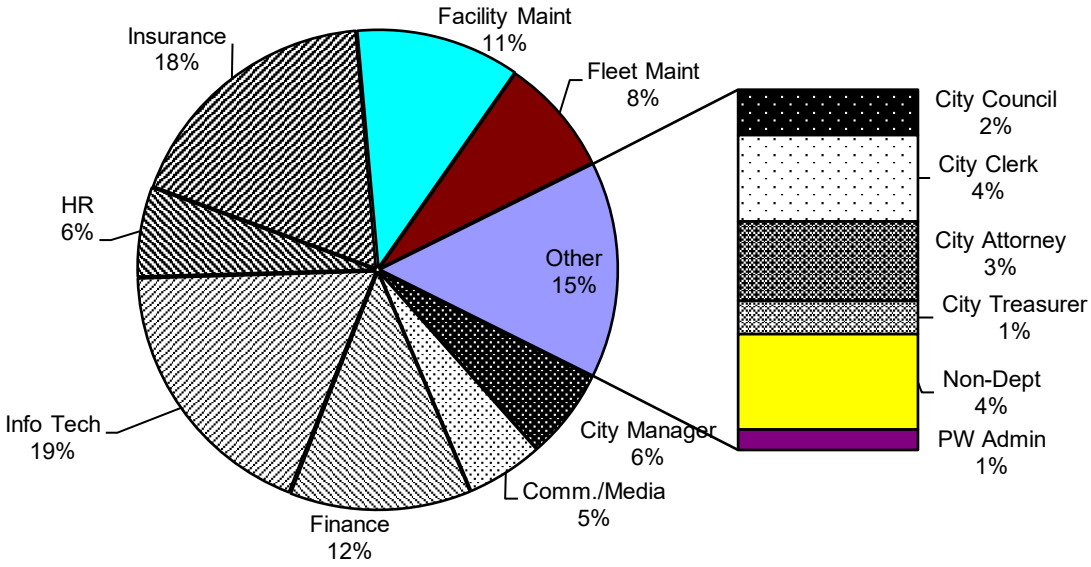
organization. In the CAP, costs were allocated to end-user departments and divisions by applying an overhead allocation factor. Each factor was related to the work effort of its particular overhead element and was assessed for relevance and reasonableness.

Full Cost Distribution. The purpose of deriving overhead costs to apportion these amounts to direct service program costs. By adopting this method the City will be aware of its true costs and be able to emulate business methods. Article XIIIB's (Proposition 4 of 1979) authors intended this, defining as part of "costs reasonably borne" a calculated "reasonable allocation for overhead and administration."

General City Overhead. These services primarily set policy and support other departments without providing a deliverable service to the public. Where they do perform an end-user service, such costs have not been allocated to other departments.

Costs in this general administration category include the following functions:

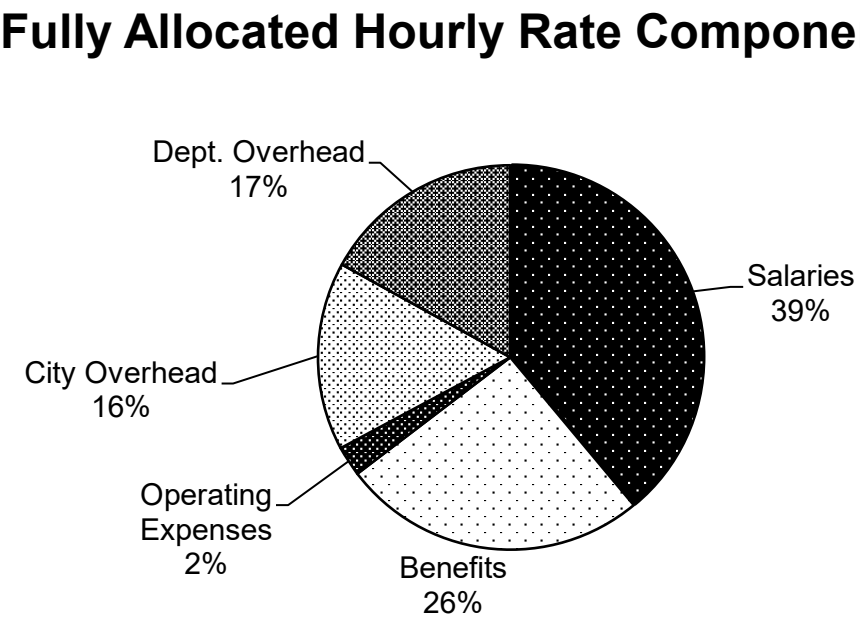
General City Administrative Costs



Departmental Administration. Costs in this category involve intra-departmental support functions, outside the above listed general City overhead functions, and involve the allocation of staff time within and among departmental functions. These services also do not provide end-user deliverables to the public, but instead provide vital administrative support within specific departments.

Fully Allocated Hourly Rates

All of the above items make up the fully allocated hourly rate which is calculated for each position in the City. The makeup of each component of the City-wide average fully allocated hourly rate is detailed in the chart below.



Calculation of Revenues. Many of the revenues included in this Report are calculated based on the current fee and the number of projected units of service. This may be different than the current budgeted revenues due to changes to projected volume, which comes from looking at historic volume and estimates of current year levels.

Fees to Encourage Behavior or Compliance. One of the notes in the following Summary Schedule 1 has a note called "Fee to Encourage Behavior." This is associated with certain public safety fees, such as false alarms and loud party responses. The point of these fees is not necessarily to recover revenue, but instead to encourage a certain behavior, such as fixing your alarm or quieting your party. These fees are structured in a way that allows for a certain number of free responses before the fee is charged. Thus, if the fee is working correctly there will be no revenue at all. Therefore, we don't project any new revenues for these services.

Recreation Services

Recreation Cost Breakdown	Revenue	Cost	(Subsidy)	Cost Recovery
RECREATION DIV. COSTS	**2,524,993**	**3,649,929**	**(1,124,936)**	**69.2%**
FACILITY/FIELD MAINTENANCE		1,500,889	(2,625,825)	49.0%
DEPT/CITY INDIRECT COSTS		1,922,411	(4,548,236)	35.7%
TOTAL COSTS	**2,524,993**	**7,073,229**	**(4,548,236)**	**35.7%**

As anticipated, the above findings suggest that a subsidy level exists for leisure activities – an amount that varies depending upon whether one considers direct versus indirect costs.

This report recommends that Leisure cost recovery goals be set as a percentage of Recreation Program costs. This practice is quite common in local government operations, not because indirect costs do not exist and are not important, but rather to insure that the cost recovery goals remain relevant, market competitive, and are easily reproducible.

The above breakout of direct and indirect costs, and cost recovery percentages, can be reviewed in more detail in **Appendix D**.

Market Considerations

But much remains to consider in evaluating price and costing levels in this sensitive service area – considerations that are further detailed below.

By their nature, leisure services are highly market driven and subject to a variety of external factors including consumer demand, location, facility amenities, demographics, and competing service providers. Adjustments in fees can arguably have a significant impact on consumer demand given a variety of elasticity factors that may be in play. This comment does not imply that additional revenues are unavailable but makes the case that fee levels are best set at the delivery point based on a flexible and market-based pricing model. It also suggests that recreation performance levels might be best set at a macro level, rather than at the individual program level, to allow for optimal marketing and program pricing flexibility.

In pondering these cost results, the City should consider the following observations common to Recreation services.

General Methodology Assumptions

The methodology generally used in developing service center revenue/cost computations, as has been done in this study, is founded on key assumptions:

First, service volumes are fairly constant and void of wide fluctuations in consumer patronage from year to year.

Second, consumers have come to accept the economic value of continuing to use the identified service at a value that equates to the cost of providing the service.

It is important to note that these two assumptions are not particularly valid for leisure type activities that are characterized by commonly noted annual changes in program popularity combined with the influence of seasonal conditions. Furthermore, leisure dollars are highly sensitive to overall market and economic conditions as a service that strives to compete for an elusive discretionary income dollar.

Leisure service fees are influenced by two factors generally not an issue in the delivery of other City services - marketing and social policy.

Marketing

Given that these services are highly market sensitive and financed mostly by discretionary income, a special burden is placed on program managers to innovate and promote attendance. Those who run these programs know too well the need to convince customers of the value added features of their services. Their market is unforgiving. If fees are set too high, attendance and consequently revenues will drop. On the other hand, establishing fee levels artificially low will result in a flood of demand beyond resource capabilities.

Pricing

If priced strictly at average cost, fee increases can result in reduced participation leading to additional reactionary price increases and further losses in patronage. As such, prices for leisure services must be set carefully. The potential number of target customers should be estimated as part of an aggressive program marketing those services at determined price levels. Some important considerations in setting pricing follow:

- Has a marketing study been performed?
- Have programs been selected for their popularity?
- Do City programs compete with offerings made by other agencies, organizations, or private businesses that can supply the program at less cost?
- Is there a less costly way for the City to supply the service?
- Has sufficient money been budgeted to advertise the program adequately and how is the number of participants affected by the level of advertising?
- What costs would NOT be incurred or REMAIN were the program not to be offered?
- What is the cost of adding one more participant; of opening one more section of the activity?
- Are participants polled for their reaction to the offering, the instructor, the facility, and for their ideas for possible programs and the amounts that they are willing to pay?
- Are some facilities more costly to operate than others? What are the costs of electricity, water, gas, janitorial, maintenance, telephone, vandalism, and the like for each facility?

- How do existing facilities compare to those provided by the competition in creating either a price advantage or disadvantage?

- Has the clientele of the activity been defined allowing the City to understand the social purpose in subsidizing the activity?

A number of these issues have already been addressed by City staff and are merely presented to illustrate the issues involved in operating such services.

In determining what should be charged for services it ultimately is the responsibility of recreation professionals to recommend a combination of decreased costs, increased participation and fee adjustments needed to meet the degree of recovery that is ultimately determined by City Council.

What Can Be Charged?

In so far as Leisure services are market driven by definition, they are not subject to the cost limitations of Proposition 4. As such, pricing for class programs and related facility rentals can be set at market rate and consumer valued pricing levels subject to policy defined discount and subsidy levels.

Social Policy

The City Council should develop a conscious policy as to what programs and service centers, and to what extent, should be subsidized with tax monies in promoting social benefit. It may well be that some level of subsidy for many of the services identified in this group is not only necessary, but also appropriate. If that is deemed to be the case, subsidy levels can be set as part of a budgetary or programmatic policy statement. These policy statements can also explicitly describe the social reasoning involved in the decision making process.

Discounts & Exemptions: The provision of scholarships and exemptions to disadvantaged youths and seniors is a viable and appropriate alternative to reducing fees to the entire community and should be considered in the fee setting process.

Conclusion of Recreation Services

City staff and the City Council may wish to ponder the marketing criteria set out earlier in this Chapter and review the cost figures provided herein. It may well be the case that additional revenues can be generated if the marketplace permits it. In setting fiscal goals for such services, it is recommended that financial targets be established at the macro (Division or Major Program Level) level to allow for maximum price adaptability at the minor program and class level. That being said, monitoring and reporting performance at the targeted level is critical in assessing class/program viability as a bias for properly allocating resources to the most financially and socially productive activities.

GENERAL RECOMMENDATIONS

Adoption of Modifications to Current Fee Structure

It is recommended that the City Council adjust the fee schedule for the enumerated City services presented in Appendix A of this Report. Continued use of the "full business costing" concept will create consistency in the establishment of fees, and allow for timely adjustment to reflect changes in the cost of providing services

Review of Suggested Recovery Rates

The City Council should review each service and the suggested recovery rate to determine how much of each service should be recovered through fees, and how much should be subsidized through the City's tax dollars. This review is very important because it gives City staff direction as to what the Council wants to subsidize and what it does not.

CONCLUSION

If all the recommendations and suggestions made in this Report are adopted, the City's financial picture would be improved. Also, far more equity between taxpayers and fee-payers, as well as fairness between property-related and non-property-related services could be secured, assisting in the City's continued financial stability into the future. The following Schedule 1 portrays the various services assessed during our analysis.

Appendix A – Summary of Current and Proposed Fees

Appendix A includes a summary of the current City fees matched up with the proposed fees for each service presented.

Appendix B - Detailed Worksheets

The substance of RCS's work effort on this project is primarily comprised of two different worksheets shown in the detail of this report (see Appendix B). The first, "Revenue and Cost Summary Worksheet" is on the left hand side. These worksheets include a description of the service, the current fee structure, the recommended recovery rate, and other pertinent

information. Also included are the revenue and cost comparisons and suggestions for fee modifications.

Presented on the facing page, titled "Cost Detail Worksheet", is the worksheet which details the costs involved with each service. This page identifies those employees providing the service, the time spent, and their related costs.

Appendix C – Detail of Building & Safety Fees

The detailed list of the current and proposed Building & Safety fees are included in Appendix C.

Appendix D – Detail of Recreation Services

The detail of the Recreation services broken out by type of cost are included in Appendix D.

CITY OF EL SEGUNDO
SUMMARY OF REVENUES, COSTS, AND SUBSIDIES
FISCAL YEAR 2021-2022

REF #	SERVICE TITLE	REVENUE	COST	PROFIT/ (SUBSIDY)	PERCENT RECOVERY CURRENT	PERCENT RECOVERY SUGGEST	POSSIBLE NEW REVENUE	
AD-001	SHORT TERM RENTAL REGISTRATION	$4,645	$6,072	($1,427)	76.5%	100%	$1,400	
AD-002	FILM PERMIT PROCESSING	$70,575	$82,402	($11,827)	85.6%	100%	$11,800	
AD-003	NSF CHECK PROCESSING	$675	$1,916	($1,241)	35.2%	100%	$300	
AD-004	CREDIT CARD PROCESSING	N/A	N/A	N/A	N/A	100%	$0	
AD-005	COPY SERVICE	$0	$570	($570)	0.0%	100%	$0	**
AD-006	DOCUMENT CERTIFICATION	$240	$252	($12)	95.2%	100%	$0	
AD-007	VIDEO/AUDIO COPYING	$132	$50	$82	264.0%	100%	$0	**
AD-008	INITIATIVE PROCESSING	$200	$2,801	($2,601)	7.1%	100%	$0	**
AD-010	GRAPHIC DESIGN/VIDEO PROD. SERVICES	$0	$148,116	($148,116)	0.0%	100%	$0	*
	SUBTOTAL - ADMINISTRATIVE SERVICES	**$76,467**	**$242,179**	**($165,712)**	**31.6%**		**$13,500**	
BL-001	BUILDING PLAN CHECK SERVICES	$1,356,075	$1,623,402	($267,327)	83.5%	100%	$267,300	
BL-002	BUILDING INSPECTION SERVICES	$1,496,472	$1,586,606	($90,134)	94.3%	100%	$90,100	
BL-003	MAP/PLAN/FILE SCANNING SERVICES	N/A	N/A	N/A	N/A	100%	$0	
BL-004	DRAINAGE STUDY REVIEW	N/A	N/A	N/A	N/A	100%	$0	
	SUBTOTAL - BUILDING & SAFETY SERVICES	**$2,852,547**	**$3,210,008**	**($357,461)**	**88.9%**		**$357,400**	
EN-001	ENCROACHMENT PERMIT	$145,250	$159,222	($13,972)	91.2%	100%	$14,000	
EN-004	LONG TERM ENCROACHMENT AGREEMENT	$2,250	$2,642	($392)	85.2%	100%	$400	
EN-005	TRAFFIC CONTROL PLAN REVIEW	$5,385	$5,949	($564)	90.5%	100%	$600	
EN-006	TRAFFIC CONTROL INSPECTION	$5,480	$5,562	($82)	98.5%	100%	$100	
EN-007	NEWSRACK PERMIT	$10,924	$9,757	$1,167	112.0%	100%	($1,200)	
EN-008	NEWSRACK IMPOUNDMENT	$97	$91	$6	106.6%	100%	$0	
EN-009	FINAL MAP CHECK	$8,346	$17,881	($9,535)	46.7%	100%	$9,500	
EN-010	FINAL MAP AMENDMENT	$557	$1,752	($1,195)	31.8%	100%	$0	#
EN-011	PUBLIC IMPROVEMENT PLAN CHECK	$44,000	$44,692	($692)	98.5%	100%	$0	
EN-014	RECORD OF SURVEY PLAN CHECK	$376	$370	$6	101.6%	100%	$0	
EN-015	EASEMENT PROCESSING	N/A	N/A	N/A	N/A	100%	$0	
EN-018	MINOR PLAN CHECK REVISION	$18,750	$18,506	$244	101.3%	100%	$0	
EN-019	STREET NAME CHANGE	N/A	N/A	N/A	N/A	100%	$0	

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REF #	SERVICE TITLE	REVENUE	COST	PROFIT/ (SUBSIDY)	PERCENT RECOVERY CURRENT	PERCENT RECOVERY SUGGEST	POSSIBLE NEW REVENUE	
EN-020	ALLEY/STREET VACATION REVIEW	N/A	N/A	N/A	N/A	100%	$0	
EN-021	ASSESS. DISTRICT FORMATION RESEARCH	N/A	N/A	N/A	N/A	100%	$0	
EN-022	CITY PROPERTY ACQUISITON PROC.	N/A	N/A	N/A	N/A	100%	$0	
EN-023	WIDE & OVERLOAD PERMIT	$9,600	$12,690	($3,090)	75.7%	75%	$0	**
EN-025	NEW INDUSTRIAL WASTE PERMIT/INSPECT	$9,348	$8,737	$611	107.0%	100%	$0	
EN-026	REVISED INDUSTRIAL WASTE PERMIT/INS	$5,138	$4,808	$330	106.9%	100%	$0	
EN-027	INDUSTRIAL WASTE ANNUAL INSPECTION	$37,648	$35,160	$2,488	107.1%	100%	$0	
EN-028	STORMWATER INSPECTION	$37,573	$38,062	($489)	98.7%	100%	$500	
EN-030	WIRELESS PERMIT - MINISTERIAL	$0	$26,264	($26,264)	0.0%	100%	$26,300	
EN-031	WIRELESS PERMIT - ADMINISTRATIVE	$0	$3,221	($3,221)	0.0%	100%	$0	#
EN-032	WIRELESS PERMIT - MAJOR	$0	$7,812	($7,812)	0.0%	100%	$0	#
	SUBTOTAL - ENGINEERING SERVICES	**$340,722**	**$403,178**	**($62,456)**	**84.5%**		**$50,200**	
FR-001	NEW COMM. FIRE SPRINKLER PLAN CHECK	$25,966	$161,324	($135,358)	16.1%	100%	$135,400	
FR-001A	NEW SFR/DUPLEX SPRINKLER PLAN CHECK	$284	$1,763	($1,479)	16.1%	100%	$1,500	
FR-001B	NEW MFR FIRE SPRINKLER PLAN CHECK	$57	$353	($296)	16.1%	100%	$300	
FR-001C	TEN IMPR FIRE SPRINKLER PLAN CHECK	$6,563	$40,772	($34,209)	16.1%	100%	$34,200	
FR-001D	UNDERGROUND WATER SYSTEM PLAN CHECK	$1,249	$7,758	($6,509)	16.1%	100%	$6,500	
FR-001E	FIRE PUMP PLAN CHECK	$1,703	$10,579	($8,876)	16.1%	100%	$8,900	
FR-001F	WATER TANK PLAN CHECK	$57	$353	($296)	16.1%	100%	$300	
FR-002	FIRE ALARM SYSTEM PLAN CHECK	$8,400	$52,188	($43,788)	16.1%	100%	$43,800	
FR-003	FIRE EXTINGUISHING SYST PLAN CHECK	$1,476	$9,168	($7,692)	16.1%	100%	$7,700	
FR-003A	EMERGENCY GENERATOR PLAN CHECK	$568	$3,526	($2,958)	16.1%	100%	$3,000	
FR-003B	SPRAY BOOTH PLAN CHECK	$426	$2,645	($2,219)	16.1%	100%	$2,200	
FR-003C	INDUSTRIAL OVEN PLAN CHECK	$57	$353	($296)	16.1%	100%	$300	
FR-003D	VAPOR RECOVERY PLAN CHECK	$397	$2,468	($2,071)	16.1%	100%	$2,100	
FR-003E	DUST COLLECTION PLAN CHECK	$57	$353	($296)	16.1%	100%	$300	
FR-003F	REFRIGERATION PLAN CHECK	$57	$353	($296)	16.1%	100%	$300	
FR-003G	MEDICAL GAS PLAN CHECK	$113	$705	($592)	16.0%	100%	$600	
FR-003H	INDUSTRIAL GAS PLAN CHECK	$113	$705	($592)	16.0%	100%	$600	
FR-003I	SYSTEM PIPING/MANIFOLD PLAN CHECK	$57	$353	($296)	16.1%	100%	$300	

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FR-003J	SMOKE CONTROL PLAN CHECK	$142	$882	($740)	16.1%	100%	$700	
FR-003K	HIGH-PILED STORAGE PLAN CHECK	$568	$3,526	($2,958)	16.1%	100%	$3,000	
FR-003L	TENANT IMPROVEMENT LIFE SAFETY P/C	$0	$88,155	($88,155)	0.0%	100%	$88,200	
FR-003M	FIRE ACCESS PLAN REVIEW	$0	$441	($441)	0.0%	100%	$400	
FR-004	FIRE PROTECTION TESTING	$268	$14,783	($14,515)	1.8%	100%	$14,500	
FR-004A	FIRE PREVENTION/OPERATIONS INSPECT.	$57	$176	($119)	32.4%	100%	$0	
FR-005	ANNUAL BUSINESS FIRE INSPECTION	$472,825	$642,367	($169,542)	73.6%	100%	$0	
FR-006	ANNUAL BUSINESS FIRE REINSPECTION	$15,924	$21,096	($5,172)	75.5%	100%	$0	
FR-007	ANNUAL FIRE PERMIT	$28,350	$33,549	($5,199)	84.5%	100%	$5,200	
FR-008	SPECIAL EVENT PERMIT	$12,312	$3,491	$8,821	352.7%	100%	($8,800)	
FR-008A	TENT PERMIT	$891	$2,909	($2,018)	30.6%	100%	$2,000	
FR-009	ALTERNATE MEANS & METHODS REVIEW	$0	$4,832	($4,832)	0.0%	100%	$0	#
FR-009A	FIRE PREV. MODIFICATION REQUEST	$0	$23,192	($23,192)	0.0%	100%	$23,200	
FR-009B	FIRE PERMIT EXTENSION	$0	$6,178	($6,178)	0.0%	100%	$6,200	
FR-010	FIRE SPECIALTY SYSTEM REMINDER PROG	$0	$10,160	($10,160)	0.0%	100%	$10,200	
FR-011	SPECIAL FIRE EQUIP INSP/APPROVAL	N/A	N/A	N/A	N/A	100%	$0	
FR-012	FIRE RE-INSPECTION	$300	$353	($53)	85.0%	100%	$100	
FR-013	AFTER-HOURS FIRE INSPECTION	$23,100	$27,152	($4,052)	85.1%	100%	$4,100	
FR-014	HAZARDOUS MATERIALS INSP. PROGRAM	$149,433	$474,096	($324,663)	31.5%	100%	$324,700	
FR-015	CHEMICAL ACCIDENT RELEASE PREV PROG	$196,980	$145,422	$51,558	135.5%	100%	($51,600)	
FR-016	HAZARDOUS WASTE GENERATOR PERMIT	$66,789	$176,798	($110,009)	37.8%	100%	$110,000	
FR-017	TIERED HAZ WASTE PERMIT PROCESSING	$6,096	$8,889	($2,793)	68.6%	100%	$2,800	
FR-018	UNDERGROUND TANK PERMIT	$39,841	$113,498	($73,657)	35.1%	100%	$73,700	
FR-019	ABOVE GROUND LIQUID TANK INSPECTION	$41,974	$75,701	($33,727)	55.4%	100%	$33,700	
FR-020	HAZARDOUS MATERIALS RESPONSE	N/A	N/A	N/A	N/A	100%	$0	
FR-021	ENVIRON SAFETY ENFORCE INSPECTION	$0	$277	($277)	0.0%	100%	$0	
FR-022	UNIFIED PROGRAM ADMINISTRATION	$35,504	$60,807	($25,303)	58.4%	100%	$25,300	
FR-023	CUPA - NEW BUSINESS	$2,288	$4,869	($2,581)	47.0%	100%	$2,600	
FR-024	CERS CONSULTATION/SERVICE	$5,576	$8,343	($2,767)	66.8%	100%	$2,800	
FR-025	HMBP REGULATORY RE-INSPECTION	$2,501	$3,738	($1,237)	66.9%	100%	$1,200	
FR-025A	CALARP REGULATORY RE-INSPECTION	$2,132	$3,602	($1,470)	59.2%	100%	$1,500	
FR-025B	HWG REGULATORY RE-INSPECTION	$902	$1,400	($498)	64.4%	100%	$500	

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FR-025C	TP REGULATORY RE-INSPECTION	$574	$970	($396)	59.2%	100%	$400	
FR-025D	UST REGULATORY RE-INSPECTION	$328	$471	($143)	69.6%	100%	$100	
FR-025E	APSA REGULATORY RE-INSPECTION	$738	$1,857	($1,119)	39.7%	100%	$1,100	
FR-026	FAILURE TO OBTAIN INITIAL PERMIT	$0	$332	($332)	0.0%	100%	$0	
FR-027	LATE CERS SUBMITTAL CITATION	$3,870	$6,412	($2,542)	60.4%	100%	$2,500	
FR-028	LATE CERS SUBMITTAL CORRECTION	$1,935	$3,206	($1,271)	60.4%	100%	$1,300	
FR-029	CUPA - LATE PAYMENT PENALTY	$0	$2,877	($2,877)	0.0%	100%	$0	
FR-030	ENVIRON SAFETY APPLICATION REVIEW	$0	$6,839	($6,839)	0.0%	100%	$6,800	
FR-031	METHANE BARRIER PLAN CHECK/INSPECT	$0	$3,602	($3,602)	0.0%	100%	$3,600	
FR-032	AB1646 OPERATIONS & MAINTENANCE	$0	$9,379	($9,379)	0.0%	100%	$9,400	
FR-033	PROG 4 CALARP EMERG RESPONSE PUBLIC	$0	$102,615	($102,615)	0.0%	100%	$102,600	
FR-040	FIRE FALSE ALARM RESPONSE	$0	$26,489	($26,489)	0.0%	100%	$0	*
	SUBTOTAL - FIRE SERVICES	**$1,159,798**	**$2,421,450**	**($1,261,652)**	**47.9%**		**$1,052,300**	
LB-001	NEW LIBRARY CARD PROCESSING	$0	$8,023	($8,023)	0.0%	100%	$0	
LB-002	LIBRARY CARD REPLACEMENT	$0	$640	($640)	0.0%	100%	$0	
LB-003	INTER-LIBRARY LOAN	$195	$5,693	($5,498)	3.4%	5%	$0	
LB-005	OVERDUE LIBRARY ITEM	$0	$12,068	($12,068)	0.0%	100%	$0	
LB-006	LOST/DAMAGED LIBRARY ITEM REPLACE	$1,066	$6,641	($5,575)	16.1%	20%	$0	
LB-007	LIBRARY PRINTING	$4,000	$6,216	($2,216)	64.4%	100%	$0	
LB-008	LIBRARY FACILITY RENTAL	$7,300	$74,816	($67,516)	9.8%	5%	$0	
	SUBTOTAL - LIBRARY SERVICES	**$12,561**	**$114,097**	**($101,536)**	**11.0%**		**$0**	
PL-001	ADMINISTRATIVE USE PERMIT	$19,836	$16,835	$3,001	117.8%	100%	($3,000)	
PL-003	CONDITIONAL USE PERMIT	$58,450	$80,261	($21,811)	72.8%	100%	$21,800	
PL-004	DOWNTOWN DESIGN REVIEW	$10,856	$7,611	$3,245	142.6%	100%	($3,200)	
PL-005	VARIANCE REVIEW	$7,617	$15,769	($8,152)	48.3%	100%	$0	#
PL-006	ADJUSTMENT REVIEW	$23,464	$16,783	$6,681	139.8%	100%	($6,700)	
PL-007	ZONE TEXT AMENDMENT/ZONE CHANGE	$30,000	$67,594	($37,594)	44.4%	100%	$0	#
PL-008	PRE-APPLICATION REVIEW	$0	$104,896	($104,896)	0.0%	100%	$26,225	*

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REF #	SERVICE TITLE	REVENUE	COST	PROFIT/ (SUBSIDY)	PERCENT RECOVERY CURRENT	PERCENT RECOVERY SUGGEST	POSSIBLE NEW REVENUE	
PL-009	TRAFFIC STUDY REVIEW	N/A	N/A	N/A	N/A	100%	$0	
PL-010	OFF-SITE PARKING COVENANT	$364	$766	($402)	47.5%	100%	$0	#
PL-011	PARKING DEMAND/SHARED PARKING STUDY	$2,130	$3,942	($1,812)	54.0%	100%	$1,800	
PL-012	GENERAL PLAN AMENDMENT REVIEW	$60,000	$67,594	($7,594)	88.8%	100%	$0	#
PL-013	SPECIFIC PLAN REVIEW	$48,000	$52,055	($4,055)	92.2%	100%	$0	#
PL-014	SPECIFIC PLAN AMENDMENT REVIEW	$30,000	$33,797	($3,797)	88.8%	100%	$0	#
PL-018	DEVELOPMENT AGREEMENT REVIEW	N/A	N/A	N/A	N/A	100%	$0	
PL-019	COASTAL DEVELOPMENT PERMIT	$931	$20,387	($19,456)	4.6%	100%	$0	#
PL-020A	SITE PLAN REVIEW	N/A	N/A	N/A	N/A	100%	$0	
PL-024	DENSITY BONUS AGREEMENT REVIEW	N/A	N/A	N/A	N/A	100%	$0	
PL-025	ENVIRON. CATEGORICAL EXEMPTION	$6,795	$22,824	($16,029)	29.8%	100%	$16,000	
PL-026	ENVIRON INITIAL STUDY/NEG DEC/RECIR	N/A	N/A	N/A	N/A	100%	$0	
PL-027	ENVIRONMENTAL IMPACT REPORT REVIEW	N/A	N/A	N/A	N/A	100%	$0	
PL-028	MITIGATION MONITORING	N/A	N/A	N/A	N/A	100%	$0	
PL-029	PRECISE PLAN MODIFICATION REVIEW	N/A	N/A	N/A	N/A	100%	$0	
PL-030	TENTATIVE PARCEL MAP REVIEW	$21,308	$25,589	($4,281)	83.3%	100%	$4,300	
PL-031	TENTATIVE TRACT MAP REVIEW	$6,977	$10,592	($3,615)	65.9%	100%	$0	#
PL-033	RESUBMITTED MAP REVIEW	$845	$730	$115	115.8%	100%	$0	#
PL-034	LOT LINE ADJUSTMENT	$2,778	$3,358	($580)	82.7%	100%	$600	
PL-035	LOT MERGER	$4,167	$5,037	($870)	82.7%	100%	$900	
PL-035A	LOT TIE COVENANT	$783	$766	$17	102.2%	100%	$0	
PL-037	CERTIFICATE OF COMPLIANCE REVIEW	$1,647	$1,776	($129)	92.7%	100%	$0	#
PL-038	RECIPROCAL ACCESS EASEMENT	$572	$703	($131)	81.4%	100%	$0	#
PL-039	CC&R REVIEW	N/A	N/A	N/A	N/A	100%	$0	
PL-040	HISTORIC RESOURCE NOMINATION REVIEW	N/A	N/A	N/A	N/A	100%	$0	
PL-041	ADMIN DETERMINATION - DIR DECISION	$1,281	$3,762	($2,481)	34.1%	100%	$0	#
PL-042	ADMIN DETERMINATION - PC DECISION	$2,192	$6,434	($4,242)	34.1%	100%	$0	#
PL-042A	TEMPORARY SIGN PERMIT	$2,490	$1,416	$1,074	175.8%	100%	($1,100)	
PL-043	SIGN PROGRAM SIGN PLAN REVIEW	$1,605	$2,124	($519)	75.6%	100%	$500	
PL-044	MASTER SIGN PROGRAM	$9,795	$16,681	($6,886)	58.7%	100%	$6,900	
PL-045	LARGE FAMILY DAY CARE PERMIT	$417	$3,325	($2,908)	12.5%	100%	$0	#
PL-047	ZONING CONFORMANCE LETTER/REVIEW	$13,248	$15,200	($1,952)	87.2%	100%	$2,000	

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PL-048	MODIF. TO DISCRETIONARY APPROVAL	$6,130	$9,111	($2,981)	67.3%	100%	$0	#
PL-049	TIME EXTENSION REVIEW	$420	$693	($273)	60.6%	100%	$0	#
PL-050	APPEAL TO THE PLANNING COMMISSION	$1,472	$13,185	($11,713)	11.2%	50%	$0	#
PL-051	APPEAL TO THE CITY COUNCIL	$2,952	$11,694	($8,742)	25.2%	50%	$0	#
PL-052	STREET ADDRESS CHANGE/ISSUANCE	$16,200	$11,575	$4,625	140.0%	100%	($4,600)	
PL-052A	NEW ADDRESS PROCESSING	$648	$463	$185	140.0%	100%	$0	#
PL-053	GENERAL PLAN MAINTENANCE	$150,015	$150,010	$5	100.0%	100%	$0	
PL-054	TEMPORARY USE PERMIT	$2,540	$3,601	($1,061)	70.5%	100%	$1,100	
PL-055	ENTERTAINMENT PERMIT	$6,120	$1,286	$4,834	475.9%	100%	($4,800)	
PL-056	ADULT USE PLANNING PERMIT	$15,000	$15,769	($769)	95.1%	100%	$0	#
PL-057	AMPLIFIED SOUND PERMIT	$7,245	$10,798	($3,553)	67.1%	100%	$3,600	
PL-058	ANIMAL PERMIT	$572	$137	$435	417.5%	100%	$0	#
PL-059	ANIMAL PERMIT RENEWAL	$283	$68	$215	416.2%	100%	$0	#
PL-060	ANIMAL PERMIT APPEAL	$1,236	$13,185	($11,949)	9.4%	50%	$0	#
PL-061	BUSINESS ZONING CLEARANCE	$0	$23,718	($23,718)	0.0%	100%	$23,700	
PL-061A	HOME OCCUPATION ZONING CLEARANCE	$930	$1,048	($118)	88.7%	100%	$100	
PL-062	PUBLIC NOTICING	$6,500	$6,500	$0	100.0%	100%	$0	
	SUBTOTAL - PLANNING SERVICES	**$586,811**	**$881,448**	**($294,637)**	**66.6%**		**$86,125**	
PO-001	FIREARMS DEALER PERMIT	$1,080	$989	$91	109.2%	100%	$0	#
PO-002	FORTUNETELLER PERMIT	$738	$687	$51	107.4%	100%	$0	#
PO-003	SECONDHAND DEALER PERMIT	$622	$706	($84)	88.1%	100%	$100	
PO-003A	PAWNSHOP PERMIT	$1,080	$989	$91	109.2%	100%	$0	#
PO-004	BINGO PERMIT	$52	$737	($685)	7.1%	100%	$0	#
PO-006	POLICE MASSAGE ESTABLISHMENT PMT.	$728	$668	$60	109.0%	100%	$0	#
PO-007	MASSAGE THERAPIST PERMIT	$150	$180	($30)	83.3%	100%	$0	#
PO-008	AUCTION HOUSE PERMIT	$738	$687	$51	107.4%	100%	$0	#
PO-009	POOL ROOM PERMIT	$728	$668	$60	109.0%	100%	$0	#
PO-010	TOBACCO PERMIT	$263	$259	$4	101.5%	100%	$0	#
PO-013	MISC. POLICE BUSINESS PERMIT	$781	$744	$37	105.0%	100%	$0	#
PO-014	CONCEALED WEAPONS PERMIT	$100	$1,281	($1,181)	7.8%	10%	$0	**

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PO-015	CLEARANCE FORM/LETTER	$3,724	$5,204	($1,480)	71.6%	100%	$1,500	
PO-016	RECORDS CHECK - LOCAL	$21,736	$24,927	($3,191)	87.2%	100%	$3,200	
PO-017	CITATION SIGN-OFF SERVICE	$4,768	$6,905	($2,137)	69.1%	100%	$2,100	
PO-018	VEHICLE IMPOUND RELEASE	$263,092	$274,006	($10,914)	96.0%	100%	$10,900	
PO-019	POLICE FALSE ALARM RESPONSE/BILLING	$0	$270,666	($270,666)	0.0%	100%	$0	*
PO-020	POLICE ALARM PERMIT	N/A	N/A	N/A	N/A	100%	$0	
PO-022	DUI COLLISION RESPONSE	$0	$63,814	($63,814)	0.0%	100%	$0	
PO-023	SECOND RESPONSE CALL-BACK	$0	$48,741	($48,741)	0.0%	100%	$0	
PO-025	SPECIAL EVENT POLICE SERVICE	$200	$251	($51)	79.7%	100%	$0	
PO-026	FINGERPRINTING ON REQUEST	$18,544	$21,945	($3,401)	84.5%	100%	$3,400	
PO-027	POLICE REPORT/DOCUMENT REPRODUCTION	$0	$1,717	($1,717)	0.0%	100%	$0	**
PO-028	POLICE PHOTO REPRODUCTION	$11,514	$14,514	($3,000)	79.3%	100%	$3,000	
PO-029	POLICE DISPATCH TAPE COPY	$2,431	$13,103	($10,672)	18.6%	100%	$0	**
PO-030	POLICE ELECTRONIC FILE COPY	$3,498	$23,189	($19,691)	15.1%	100%	$0	**
PO-040	ANIMAL AT-LARGE PICKUP	$22	$273	($251)	8.1%	10%	$0	
PO-041	VICIOUS ANIMAL HEARING	$0	$3,429	($3,429)	0.0%	0%	$0	
PO-047	ANIMAL CONTROL SERVICES	$15,000	$30,003	($15,003)	50.0%	50%	$0	
	SUBTOTAL - POLICE SERVICES	**$351,589**	**$811,282**	**($459,693)**	**43.3%**		**$24,200**	
PW-001	WATER SERVICE LATERAL INSPECTION	$25,672	$16,507	$9,165	155.5%	100%	($9,200)	
PW-001A	WATER SERVICE PRE-PLAN REVIEW	$3,860	$2,775	$1,085	139.1%	100%	($1,100)	
PW-002	WATER METER UPGRADE	N/A	N/A	N/A	N/A	100%	$0	
PW-002A	WATER METER UPGRADE INSPECTION	$0	$1,872	($1,872)	0.0%	100%	$1,900	
PW-003	WATER METER ABANDONMENT	N/A	N/A	N/A	N/A	100%	$0	
PW-003A	WATER METER ABANDONMENT INSPECTION	$0	$1,872	($1,872)	0.0%	100%	$1,900	
PW-004	TEMPORARY CONSTRUCTION METER	$3,020	$3,549	($529)	85.1%	100%	$500	
PW-005	FIRE FLOW TEST WITNESS	$2,250	$2,662	($412)	84.5%	100%	$400	
PW-006	DAMAGED METER/SERVICE LINE	N/A	N/A	N/A	N/A	100%	$0	
PW-007	ANNUAL BACKFLOW DEVICE PROGRAM	$65,472	$137,614	($72,142)	47.6%	100%	$72,100	
PW-010	NEW SEWER LATERAL INSPECTION	$2,260	$2,831	($571)	79.8%	100%	$600	
PW-011	SEWER CAP INSPECTION	$2,260	$2,831	($571)	79.8%	100%	$600	

CITY OF EL SEGUNDO
SUMMARY OF REVENUES, COSTS, AND SUBSIDIES
FISCAL YEAR 2021-2022

REF #	SERVICE TITLE	REVENUE	COST	PROFIT/ (SUBSIDY)	PERCENT RECOVERY CURRENT	PERCENT RECOVERY SUGGEST	POSSIBLE NEW REVENUE	
PW-012	SEWAGE SPILL RESPONSE	N/A	N/A	N/A	N/A	100%	$0	
PW-015	NEW UTILITY ACCOUNT PROCESSING	$36,064	$45,950	($9,886)	78.5%	100%	$9,900	
PW-016	DELINQUENT UTILITY BILLING	$0	$110,053	($110,053)	0.0%	50%	$0	
PW-017	DELINQUENT UTILITY TURN-OFF/ON	$0	$12,806	($12,806)	0.0%	100%	$0	
PW-020	WATER METER TEST	$1,470	$1,790	($320)	82.1%	100%	$300	
PW-021	REFER TO COLLECTION AGENCY	N/A	N/A	N/A	N/A	100%	$0	
PW-023	BANNER HANGING	$728	$3,268	($2,540)	22.3%	100%	$2,500	
PW-025	COMMERCIAL HAULER PERMIT	$7,411	$7,769	($358)	95.4%	100%	$0	#
PW-026	SELF HAUL WASTE PERMIT	$0	$789	($789)	0.0%	100%	$0	#
	SUBTOTAL - PUBLIC WORKS SERVICES	**$150,467**	**$354,938**	**($204,471)**	**42.4%**		**$80,400**	
REC-001	ADULT SPORTS	$79,895	$119,121	($39,226)	67.1%	40%	$0	
REC-003	DAY CAMPS	$255,297	$335,425	($80,128)	76.1%	40%	$0	
REC-004	TEEN CENTER/AFTERSCHOOL	$1,808	$423,382	($421,574)	0.4%	40%	$0	
REC-005	RECREATION CLASSES	$104,993	$538,048	($433,055)	19.5%	40%	$0	
REC-006	HILLTOP POOL	$20,740	$353,253	($332,513)	5.9%	40%	$0	
REC-006A	WISEBURN POOL	$1,142,770	$2,176,485	($1,033,715)	52.5%	100%	$0	
REC-007	RECREATION CARD REGISTRATION	$66,000	$29,299	$36,701	225.3%	40%	$0	
REC-008	YOUTH DRAMA	$16,000	$159,173	($143,173)	10.1%	40%	$0	
REC-009	SENIOR SERVICES	$16,540	$489,144	($472,604)	3.4%	40%	$0	
REC-010	BLOCK PARTY PERMIT	$250	$4,294	($4,044)	5.8%	100%	$0	
REC-011	PRIVATE SPEC. EVENT PERMIT/SERVICES	$17,200	$58,976	($41,776)	29.2%	100%	$0	
REC-012	FARMERS MARKET	$36,000	$67,441	($31,441)	53.4%	85%	$0	
REC-013	CITY SPECIAL EVENTS	$5,000	$866,643	($861,643)	0.6%	15%	$0	
REC-014	RECREATION FACILITY RENTAL	$200,000	$195,521	$4,479	102.3%	100%	$0	
REC-015	BALLFIELD RENTAL	$0	$246,223	($246,223)	0.0%	100%	$0	
REC-016	GOLF COURSE	$216,000	$92,979	$123,021	232.3%	100%	$0	
	SUBTOTAL - RECREATION SERVICES	**$2,178,493**	**$6,155,407**	**($3,976,914)**	**35.4%**		**$0**	
	GRAND TOTAL	**$7,709,455**	**$14,593,987**	**($6,884,532)**	**52.8%**		**$1,664,125**	

CITY OF EL SEGUNDO
SUMMARY OF REVENUES, COSTS, AND SUBSIDIES
FISCAL YEAR 2021-2022

REF #	SERVICE TITLE	REVENUE	COST	PROFIT/ (SUBSIDY)	PERCENT RECOVERY CURRENT	PERCENT RECOVERY SUGGEST	POSSIBLE NEW REVENUE

NOTES:

\# - INSUFFICIENT VOLUME

* - FEE TO ENCOURAGE BEHAVIOR

** - FEE LIMITED BY STATE LAW

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APPENDIX A

SUMMARY
OF
CURRENT FEES
AND
PROPOSED FEES

CITY OF EL SEGUNDO
FEE COMPARISON REPORT
FY 2021-22

REF #: AD-001 TITLE: SHORT TERM RENTAL REGISTRATION

CURRENT FEE	RECOMMENDED FEE
New - $214 per application Renewal - $167 per renewal	New - $345 per application Renewal - $175 per renewal

REF #: AD-002 TITLE: FILM PERMIT PROCESSING

CURRENT FEE	RECOMMENDED FEE
Permit Application Fee - $1,310 Daily Film Permit Fee - $112 per day Revision/Rider - $203 Public Right-of-Way Usage - $802 per day per location City Location Usage - various fees per day per location Police Personnel - Actual Costs Fire Personnel - Actual Costs Public Works Personnel - Actual Costs	Permit Application Fee - $1,455 Daily Film Permit Fee - $115 per day Revision/Rider - $390 Public Right-of-Way Usage - $800 per day per location City Location Usage - various fees per day per location Police Personnel - Actual Costs Fire Personnel - Actual Costs Public Works Personnel - Actual Costs

REF #: AD-003 TITLE: NSF CHECK PROCESSING

CURRENT FEE	RECOMMENDED FEE
First NSF Check - $45 Each subsequent NSF Check - $90	First NSF Check - $65 Each subsequent NSF Check - $130

REF #: AD-004 TITLE: CREDIT CARD PROCESSING

CURRENT FEE	RECOMMENDED FEE
2.75% of amount charged	2.75% of amount charged

REF #: AD-005 TITLE: COPY SERVICE

CURRENT FEE	RECOMMENDED FEE
First 5 copies - No Charge Each additional copy - $0.20 per copy FPPC Copies - $0.10 per copy	First 5 copies - No Charge Each additional copy - $0.20 per copy FPPC Copies - $0.10 per copy

REF #: AD-006 TITLE: DOCUMENT CERTIFICATION

CURRENT FEE	RECOMMENDED FEE
$4 per document	$4 per document

CITY OF EL SEGUNDO
FEE COMPARISON REPORT
FY 2021-22

REF #: AD-007 TITLE: VIDEO/AUDIO COPYING

CURRENT FEE	RECOMMENDED FEE
$11 per tape/disk	$11 per tape/disk

REF #: AD-008 TITLE: INITIATIVE PROCESSING

CURRENT FEE	RECOMMENDED FEE
$200 per application	$200 per application
Fee is to be refunded to the filer if, within one year of the date of filing the notice of intent, the elections official certifies the sufficiency of the petition.	Fee is to be refunded to the filer if, within one year of the date of filing the notice of intent, the elections official certifies the sufficiency of the petition.
This is the maximum allowed under State law.	This is the maximum allowed under State law.

REF #: AD-010 TITLE: GRAPHIC DESIGN/VIDEO PROD. SERVICES

CURRENT FEE	RECOMMENDED FEE
None	Charge the fully allocated hourly rates for all personnel used.

REF #: BL-001 TITLE: BUILDING PLAN CHECK SERVICES

CURRENT FEE	RECOMMENDED FEE
See Appendix C of this Report	See Appendix C of this Report

REF #: BL-002 TITLE: BUILDING INSPECTION SERVICES

CURRENT FEE	RECOMMENDED FEE
See Appendix C of this Report	See Appendix C of this Report

REF #: BL-003 TITLE: MAP/PLAN/FILE SCANNING SERVICES

CURRENT FEE	RECOMMENDED FEE
$2 per sheet - 8 1/2" x 11" $2 per sheet - larger	$2 per sheet - 8 1/2" x 11" $2 per sheet - larger

CITY OF EL SEGUNDO
FEE COMPARISON REPORT
FY 2021-22

REF #: BL-004 TITLE: DRAINAGE STUDY REVIEW

CURRENT FEE	RECOMMENDED FEE
Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside or contract costs.	Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside or contract costs.

REF #: EN-001 TITLE: ENCROACHMENT PERMIT

CURRENT FEE	RECOMMENDED FEE
Permit Issuance - $140 Inspection $4 per linear foot with a minimum of $165 per location Plan Review - $3 per linear foot with a minimum of $110 per location USA - $1 per linear foot of excavation/trench with a minimum of $50 plus performance bond at a level determined by City staff	Permit Issuance - $155 Inspection $3.50 per linear foot with a minimum of $165 per location Plan Review - $2.50 per linear foot with a minimum of $110 per location USA - $0.50 per linear foot of excavation/trench with a minimum of $50 plus performance bond at a level determined by City staff

REF #: EN-004 TITLE: LONG TERM ENCROACHMENT AGREEMENT

CURRENT FEE	RECOMMENDED FEE
Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside or contract costs.	Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside or contract costs.

REF #: EN-005 TITLE: TRAFFIC CONTROL PLAN REVIEW

CURRENT FEE	RECOMMENDED FEE
Minor - $172 per application Arterial Lane Closure - $969 per application Major Arterial Closure - $2,306 per application or deposit with charges at actual costs as determined by staff	Minor - $185 per application Arterial Lane Closure - $1,085 per application Major Arterial Closure - $2,510 per application or deposit with charges at actual costs as determined by staff

REF #: EN-006 TITLE: TRAFFIC CONTROL INSPECTION

CURRENT FEE	RECOMMENDED FEE
Permit Issuance - $59 Inspection: First Day - $177 Each Additional Day - $43	Permit Issuance - $60 Inspection: First Day - $175 Each Additional Day - $45

CITY OF EL SEGUNDO
FEE COMPARISON REPORT
FY 2021-22

REF #: EN-007 TITLE: NEWSRACK PERMIT

CURRENT FEE	RECOMMENDED FEE
New - $124 per newsrack Annual Renewal - $54 per newsrack	New - $135 per newsrack Annual Renewal - $50 per newsrack

REF #: EN-008 TITLE: NEWSRACK IMPOUNDMENT

CURRENT FEE	RECOMMENDED FEE
$97 per newsrack + $6 per day for storage	$90 per newsrack + $6 per day for storage

REF #: EN-009 TITLE: FINAL MAP CHECK

CURRENT FEE	RECOMMENDED FEE
1-9 lots - $1,391 per map plus actual costs for contract surveyor 10+ lots - Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside or contract costs. (Any County procesing fees are paid directly to the County by the applicant)	1-9 lots - $2,980 per map plus $1,500 deposit with charges at actual costs for contract surveyor 10+ lots - Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside or contract costs. (Any County procesing fees are paid directly to the County by the applicant)

REF #: EN-010 TITLE: FINAL MAP AMENDMENT

CURRENT FEE	RECOMMENDED FEE
$557 per application plus actual costs for contract surveyor (Any County procesing fees are paid directly to the County by the applicant)	$1,750 per application plus $1,500 deposit with actual costs for contract surveyor (Any County procesing fees are paid directly to the County by the applicant)

REF #: EN-011 TITLE: PUBLIC IMPROVEMENT PLAN CHECK

CURRENT FEE	RECOMMENDED FEE
Percent of Construction Valuation: $0-$100,000 - 3% $100,001-$500,000 - 2% of the construction value over $100,000 $500,001+ - 1% of the construction value over $500,000	Percent of Construction Valuation: $0-$100,000 - 3% $100,001-$500,000 - 2% of the construction value over $100,000 $500,001+ - 1% of the construction value over $500,000

CITY OF EL SEGUNDO
FEE COMPARISON REPORT
FY 2021-22

REF #: EN-014 TITLE: RECORD OF SURVEY PLAN CHECK

CURRENT FEE	RECOMMENDED FEE
$175 per plan plus actual costs for contract surveyor	$185 per plan plus $1,500 deposit with actual costs for contract surveyor

REF #: EN-015 TITLE: EASEMENT PROCESSING

CURRENT FEE	RECOMMENDED FEE
Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside or contract costs.	Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside or contract costs.

REF #: EN-018 TITLE: MINOR PLAN CHECK REVISION

CURRENT FEE	RECOMMENDED FEE
$375 per sheet	$375 per sheet

REF #: EN-019 TITLE: STREET NAME CHANGE

CURRENT FEE	RECOMMENDED FEE
Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside or contract costs.	Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside or contract costs.

REF #: EN-020 TITLE: ALLEY/STREET VACATION REVIEW

CURRENT FEE	RECOMMENDED FEE
Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside or contract costs.	Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside or contract costs.

REF #: EN-021 TITLE: ASSESS. DISTRICT FORMATION RESEARCH

CURRENT FEE	RECOMMENDED FEE
Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside or contract costs.	Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside or contract costs.

CITY OF EL SEGUNDO
FEE COMPARISON REPORT
FY 2021-22

REF #: EN-022 TITLE: CITY PROPERTY ACQUISITON PROC.

CURRENT FEE	RECOMMENDED FEE
Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside or contract costs.	Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside or contract costs.

REF #: EN-023 TITLE: WIDE & OVERLOAD PERMIT

CURRENT FEE	RECOMMENDED FEE
Daily - $16 per permit Annual - $90 per permit Fees are set by State Law.	Daily - $16 per permit Annual - $90 per permit Fees are set by State Law.

REF #: EN-025 TITLE: NEW INDUSTRIAL WASTE PERMIT/INSPECT

CURRENT FEE	RECOMMENDED FEE
New Permit Application: Sewer - $364 Off-Site - $364 On-Site - $685 New Sewer Plan: 1/2 - $444 3/4 - $605 5/6 - $926 New On-Site Plan: 1/2 - $551 3/4 - $749 5/6 - $1,150 New Off-Site Plan: 1/2 - $481 3/4 - $653 5/6 - $1,006 Closure Inspection - $845 Wastewater Sampling - $525 plus actual lab costs Site Remediation - Actual Costs Special Inspection and Off-Hours Inspection - Actual Costs Additional Plan Review - Actual Costs	New Permit Application: Sewer - $364 Off-Site - $364 On-Site - $685 New Sewer Plan: 1/2 - $444 3/4 - $605 5/6 - $926 New On-Site Plan: 1/2 - $551 3/4 - $749 5/6 - $1,150 New Off-Site Plan: 1/2 - $481 3/4 - $653 5/6 - $1,006 Closure Inspection - $845 Wastewater Sampling - $525 plus actual lab costs Site Remediation - Actual Costs Special Inspection and Off-Hours Inspection - Actual Costs Additional Plan Review - Actual Costs

REF #: EN-026 TITLE: REVISED INDUSTRIAL WASTE PERMIT/INS

CURRENT FEE	RECOMMENDED FEE
Revise Permit Application - $203 Revise Sewer Plan: 1/2 - $347 3/4 - $471 5/6 - $711 Revise On-Site Plan: 1/2 - $428 3/4 - $577 5/6 - $872 Revise Off-Site Plan: 1/2 - $347 3/4 - $471 5/6 - $711	Revise Permit Application - $203 Revise Sewer Plan: 1/2 - $347 3/4 - $471 5/6 - $711 Revise On-Site Plan: 1/2 - $428 3/4 - $577 5/6 - $872 Revise Off-Site Plan: 1/2 - $347 3/4 - $471 5/6 - $711

CITY OF EL SEGUNDO
FEE COMPARISON REPORT
FY 2021-22

REF #: EN-027 TITLE: INDUSTRIAL WASTE ANNUAL INSPECTION

CURRENT FEE	RECOMMENDED FEE
Class 1 - $364	Class 1 - $364
Class 2 - $685	Class 2 - $685
Class 3 - $1,006	Class 3 - $1,006
Class 4 - $1,327	Class 4 - $1,327
Class 5 - $1,968	Class 5 - $1,968
Class 12 - $3,893	Class 12 - $3,893
Class X - $525	Class X - $525

REF #: EN-028 TITLE: STORMWATER INSPECTION

CURRENT FEE	RECOMMENDED FEE
Restaurant - $246	Restaurant - $250
Automotive - $246	Automotive - $250
1 Acre - $337	1 Acre - $340
2-5 Acres - $423	2-5 Acres - $425
More than 5 Acres - $642	More than 5 Acres - $645
Stormwater Violation Fines:	Stormwater Violation Fines:
1st Violation - $107	1st Violation - $100
2nd Violation - $536	2nd Violation - $500
3rd Violation - $1,605	3rd Violation - $1,500
Subsequent Violations - Fines determined by City	Subsequent Violations - Fines determined by City

REF #: EN-030 TITLE: WIRELESS PERMIT - MINISTERIAL

CURRENT FEE	RECOMMENDED FEE
None	$875 per site

REF #: EN-031 TITLE: WIRELESS PERMIT - ADMINISTRATIVE

CURRENT FEE	RECOMMENDED FEE
None	$3,220 per site

REF #: EN-032 TITLE: WIRELESS PERMIT - MAJOR

CURRENT FEE	RECOMMENDED FEE
None	$7,810 per site plus deposit with actual costs for outside services

CITY OF EL SEGUNDO
FEE COMPARISON REPORT
FY 2021-22

REF #: FR-001 TITLE: NEW COMM. FIRE SPRINKLER PLAN CHECK

CURRENT FEE	RECOMMENDED FEE
Valuation based on 10% of Tables in Appendix C of this Report	1-25 Heads - $265 26-50 Heads - $310 51-100 Heads - $355 101-200 Heads - $395
Expedited Plan Check - additional 50% of standard plan check fee	201-300 Heads - $440 301-500 Heads - $485 501-1,000 Heads - $530 1,001-2,000 Heads - $615 2,001-3,000 Heads - $660 3,001-4,000 Heads - $705 4,001-5,000 Heads - $795 5,001-6,000 Heads - $835 Each add'l 100 Heads over 6,000 Heads - $175 OR Deposit with charges at actual costs as determined by staff Expedited Plan Check - additional 50% of standard plan check fee

REF #: FR-001A TITLE: NEW SFR/DUPLEX SPRINKLER PLAN CHECK

CURRENT FEE	RECOMMENDED FEE
Valuation based on 10% of Tables in Appendix C of this Report	$175 per plan
Expedited Plan Check - additional 50% of standard plan check fee	OR Deposit with charges at actual costs as determined by staff Expedited Plan Check - additional 50% of standard plan check fee

REF #: FR-001B TITLE: NEW MFR FIRE SPRINKLER PLAN CHECK

CURRENT FEE	RECOMMENDED FEE
Valuation based on 10% of Tables in Appendix C of this Report	$355 per plan
Expedited Plan Check - additional 50% of standard plan check fee	OR Deposit with charges at actual costs as determined by staff Expedited Plan Check - additional 50% of standard plan check fee

REF #: FR-001C TITLE: TEN IMPR FIRE SPRINKLER PLAN CHECK

CURRENT FEE	RECOMMENDED FEE
Valuation based on 10% of Tables in Appendix C of this Report	1-20 Heads - $90 21-50 Heads - $130
Expedited Plan Check - additional 50% of standard plan check fee	51-100 Heads - $265 Each additional 100 Heads over 100 Heads - $175 OR Deposit with charges at actual costs as determined by staff Expedited Plan Check - additional 50% of standard plan check fee

CITY OF EL SEGUNDO
FEE COMPARISON REPORT
FY 2021-22

REF #: FR-001D TITLE: UNDERGROUND WATER SYSTEM PLAN CHECK

CURRENT FEE	RECOMMENDED FEE
Valuation based on 10% of Tables in Appendix C of this Report	1-4 Building/Systems - $355 per plan 5 or More Buildings/Systems - $705 per plan
Expedited Plan Check - additional 50% of standard plan check fee	OR Deposit with charges at actual costs as determined by staff
	Expedited Plan Check - additional 50% of standard plan check fee

REF #: FR-001E TITLE: FIRE PUMP PLAN CHECK

CURRENT FEE	RECOMMENDED FEE
Valuation based on 10% of Tables in Appendix C of this Report	$880 per plan
Expedited Plan Check - additional 50% of standard plan check fee	OR Deposit with charges at actual costs as determined by staff
	Expedited Plan Check - additional 50% of standard plan check fee

REF #: FR-001F TITLE: WATER TANK PLAN CHECK

CURRENT FEE	RECOMMENDED FEE
Valuation based on 10% of Tables in Appendix C of this Report	$355 per plan
Expedited Plan Check - additional 50% of standard plan check fee	OR Deposit with charges at actual costs as determined by staff
	Expedited Plan Check - additional 50% of standard plan check fee

REF #: FR-002 TITLE: FIRE ALARM SYSTEM PLAN CHECK

CURRENT FEE	RECOMMENDED FEE
Valuation based on 100% of Tables in Appendix C of this Report	1-25 Devices - $355 26-100 Devices - $530
Expedited Plan Check - additional 50% of standard plan check fee	101-200 Devices - $705 201-500 Devices - $880 501-750 Devices - $1,060 751-1,000 Devices - $1,235 Each additional 50 Devices over 50 Devices - $175 OR Deposit with charges at actual costs as determined by staff
	Expedited Plan Check - additional 50% of standard plan check fee

CITY OF EL SEGUNDO
FEE COMPARISON REPORT
FY 2021-22

REF #: FR-003 TITLE: FIRE EXTINGUISHING SYST PLAN CHECK

CURRENT FEE	RECOMMENDED FEE
Valuation based on 100% of Tables in Appendix C of this Report	Hood & Duct - $355 Dry Chemical - $355
Expedited Plan Check - additional 50% of standard plan check fee	Carbon Dioxide - $355 Foam/Liquid System - $355 Inert Gas/Halon - $355
	OR Deposit with charges at actual costs as determined by staff
	Expedited Plan Check - additional 50% of standard plan check fee

REF #: FR-003A TITLE: EMERGENCY GENERATOR PLAN CHECK

CURRENT FEE	RECOMMENDED FEE
Valuation based on 100% of Tables in Appendix C of this Report	$355 per plan
Expedited Plan Check - additional 50% of standard plan check fee	OR Deposit with charges at actual costs as determined by staff
	Expedited Plan Check - additional 50% of standard plan check fee

REF #: FR-003B TITLE: SPRAY BOOTH PLAN CHECK

CURRENT FEE	RECOMMENDED FEE
Valuation based on 100% of Tables in Appendix C of this Report	$530 per plan
Expedited Plan Check - additional 50% of standard plan check fee	OR Deposit with charges at actual costs as determined by staff
	Expedited Plan Check - additional 50% of standard plan check fee

REF #: FR-003C TITLE: INDUSTRIAL OVEN PLAN CHECK

CURRENT FEE	RECOMMENDED FEE
Valuation based on 100% of Tables in Appendix C of this Report	$355 per plan
Expedited Plan Check - additional 50% of standard plan check fee	OR Deposit with charges at actual costs as determined by staff
	Expedited Plan Check - additional 50% of standard plan check fee

REF #: FR-003D **TITLE: VAPOR RECOVERY PLAN CHECK**

CURRENT FEE	RECOMMENDED FEE
Valuation based on 100% of Tables in Appendix C of this Report	$355 per plan
Expedited Plan Check - additional 50% of standard plan check fee	OR Deposit with charges at actual costs as determined by staff
	Expedited Plan Check - additional 50% of standard plan check fee

REF #: FR-003E **TITLE: DUST COLLECTION PLAN CHECK**

CURRENT FEE	RECOMMENDED FEE
Valuation based on 100% of Tables in Appendix C of this Report	$355 per plan
Expedited Plan Check - additional 50% of standard plan check fee	OR Deposit with charges at actual costs as determined by staff
	Expedited Plan Check - additional 50% of standard plan check fee

REF #: FR-003F **TITLE: REFRIGERATION PLAN CHECK**

CURRENT FEE	RECOMMENDED FEE
Valuation based on 100% of Tables in Appendix C of this Report	$355 per plan
Expedited Plan Check - additional 50% of standard plan check fee	OR Deposit with charges at actual costs as determined by staff
	Expedited Plan Check - additional 50% of standard plan check fee

REF #: FR-003G **TITLE: MEDICAL GAS PLAN CHECK**

CURRENT FEE	RECOMMENDED FEE
Valuation based on 100% of Tables in Appendix C of this Report	$355 per plan
Expedited Plan Check - additional 50% of standard plan check fee	OR Deposit with charges at actual costs as determined by staff
	Expedited Plan Check - additional 50% of standard plan check fee

REF #: FR-003H **TITLE: INDUSTRIAL GAS PLAN CHECK**

CURRENT FEE	RECOMMENDED FEE
Valuation based on 100% of Tables in Appendix C of this Report	$355 per plan
Expedited Plan Check - additional 50% of standard plan check fee	OR Deposit with charges at actual costs as determined by staff
	Expedited Plan Check - additional 50% of standard plan check fee

REF #: FR-003I **TITLE: SYSTEM PIPING/MANIFOLD PLAN CHECK**

CURRENT FEE	RECOMMENDED FEE
Valuation based on 100% of Tables in Appendix C of this Report	$355 per plan
Expedited Plan Check - additional 50% of standard plan check fee	OR Deposit with charges at actual costs as determined by staff
	Expedited Plan Check - additional 50% of standard plan check fee

REF #: FR-003J **TITLE: SMOKE CONTROL PLAN CHECK**

CURRENT FEE	RECOMMENDED FEE
Valuation based on 100% of Tables in Appendix C of this Report	$880 per plan
Expedited Plan Check - additional 50% of standard plan check fee	OR Deposit with charges at actual costs as determined by staff
	Expedited Plan Check - additional 50% of standard plan check fee

REF #: FR-003K **TITLE: HIGH-PILED STORAGE PLAN CHECK**

CURRENT FEE	RECOMMENDED FEE
Valuation based on 100% of Tables in Appendix C of this Report	0-10,000 sq ft - $615 10,001-25,000 sq ft - $795
Expedited Plan Check - additional 50% of standard plan check fee	25,001-100,000 sq ft - $970 100,001+ sq ft - $1,145
	OR Deposit with charges at actual costs as determined by staff
	Expedited Plan Check - additional 50% of standard plan check fee

REF #: FR-003L **TITLE: TENANT IMPROVEMENT LIFE SAFETY P/C**

CURRENT FEE	RECOMMENDED FEE
None	$175 per plan
	OR Deposit with charges at actual costs as determined by staff
	Expedited Plan Check - additional 50% of standard plan check fee

REF #: FR-003M TITLE: FIRE ACCESS PLAN REVIEW

CURRENT FEE

None

RECOMMENDED FEE

$440 per plan

OR Deposit with charges at actual costs as determined by staff

Expedited Plan Check - additional 50% of standard plan check fee

REF #: FR-004 TITLE: FIRE PROTECTION TESTING

CURRENT FEE

$268 per system

RECOMMENDED FEE

$380 per system

REF #: FR-004A TITLE: FIRE PREVENTION/OPERATIONS INSPECT.

CURRENT FEE

Specialty Fire Protection Systems - Valuation based on 100% of Tables in Appendix C of this Report

High Rise - $1.19 per 100 square feet
State Mandated - $124 per inspection

RECOMMENDED FEE

Charge the fully allocated hourly rate for all personnel used plus any outside costs

REF #: FR-005 TITLE: ANNUAL BUSINESS FIRE INSPECTION

CURRENT FEE

0-1,499 square feet - $87
1,500-9,999 square feet - $119
10,000-24,999 square feet - $208
25,000-99,999 square feet - $402
100,000-499,999 square feet - $1,695
500,000+ square feet - $3,588

RECOMMENDED FEE

This service fee will now be part of the Fire Prevention/Operations Inspection (FR-004A) fee.

REF #: FR-006 TITLE: ANNUAL BUSINESS FIRE REINSPECTION

CURRENT FEE

0-1,499 square feet - $54
1,500-9,999 square feet - $54
10,000-24,999 square feet - $87
25,000-99,999 square feet - $144
100,000-499,999 square feet - $711
500,000+ square feet - $711

RECOMMENDED FEE

This service fee will now be part of the Fire Prevention/Operations Inspection (FR-004A) fee.

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REF #: FR-007 **TITLE: ANNUAL FIRE PERMIT**

CURRENT FEE	RECOMMENDED FEE
$81 per permit	$120 per permit

REF #: FR-008 **TITLE: SPECIAL EVENT PERMIT**

CURRENT FEE	RECOMMENDED FEE
$456 per permit	$290 per permit

REF #: FR-008A **TITLE: TENT PERMIT**

CURRENT FEE	RECOMMENDED FEE
$81 per permit	$235 per permit

REF #: FR-009 **TITLE: ALTERNATE MEANS & METHODS REVIEW**

CURRENT FEE	RECOMMENDED FEE
None	$4,830 per application

REF #: FR-009A **TITLE: FIRE PREV. MODIFICATION REQUEST**

CURRENT FEE	RECOMMENDED FEE
None	$965 per application

REF #: FR-009B **TITLE: FIRE PERMIT EXTENSION**

CURRENT FEE	RECOMMENDED FEE
	$155 per application

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REF #: FR-010 TITLE: FIRE SPECIALTY SYSTEM REMINDER PROG

CURRENT FEE	RECOMMENDED FEE
None	$20 per system

REF #: FR-011 TITLE: SPECIAL FIRE EQUIP INSP/APPROVAL

CURRENT FEE	RECOMMENDED FEE
$691 per request plus any outside costs	This service is no longer provided and should be removed from the fee schedule.

REF #: FR-012 TITLE: FIRE RE-INSPECTION

CURRENT FEE	RECOMMENDED FEE
Charges at the fully allocated hourly rates for all personnel involved plus any outside or contract costs.	Charges at the fully allocated hourly rates for all personnel involved plus any outside or contract costs.

REF #: FR-013 TITLE: AFTER-HOURS FIRE INSPECTION

CURRENT FEE	RECOMMENDED FEE
Charges at the overtime rate (120% of fully allocated hourly rates) for all personnel involved plus any outside or contract costs, with a 2 hour minimum.	Charges at the overtime rate (120% of fully allocated hourly rates) for all personnel involved plus any outside or contract costs, with a 2 hour minimum.

REF #: FR-014 TITLE: HAZARDOUS MATERIALS INSP. PROGRAM

CURRENT FEE	RECOMMENDED FEE
Range I - $450	Range I - $1,470
Range II - $487	Range II - $1,590
Range III - $632	Range III - $1,915
Range IV - $680	Range IV - $2,050
Range V - $771	Range V - $2,465

REF #: FR-015 TITLE: CHEMICAL ACCIDENT RELEASE PREV PROG

CURRENT FEE	RECOMMENDED FEE
Program 1 - $6,326	Program 1 - $4,030
Program 2 - $9,962	Program 2 - $5,970
Program 3 - $18,181	Program 3 - $11,510
Program 4 - $152,549	Program 4 - $117,940

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REF #: FR-016 TITLE: HAZARDOUS WASTE GENERATOR PERMIT

CURRENT FEE	RECOMMENDED FEE
Very Small Quanity Generator - $487	Very Small Quanity Generator - $1,350
Small Quantity Generator - $605	Small Quantity Generator - $1,350
Large Quantity Generator - $680	Large Quantity Generator - $2,505
RCRA Large Quantity Generator - $904	RCRA Large Quantity Generator - $2,505

REF #: FR-017 TITLE: TIERED HAZ WASTE PERMIT PROCESSING

CURRENT FEE	RECOMMENDED FEE
Permit By Rule - $1,749	Permit By Rule - $4,070
Conditional Authorization - $1,684	Conditional Authorization - $2,965
Conditionally Exempt - $2,663	Conditionally Exempt - $1,855

REF #: FR-018 TITLE: UNDERGROUND TANK PERMIT

CURRENT FEE	RECOMMENDED FEE
Annual Permit Maintenance - $1,055 plus $150 per add'l tank	Annual Permit Maintenance - $3,295 plus $235 per add'l tank
Operating Permit Transfer - $450	Operating Permit Transfer - $705
New Construction Plan Clearance - $755 + $188 per add'l tank	New Construction Plan Clearance - $2,310 + $235 per add'l tank
Closure Application - $1,353 plus $150 per add'l tank or deposit	Closure Application - $4,435 plus $235 per add'l tank or deposit
Complex Site Investigation - Deposit with actual costs	Complex Site Investigation - Deposit with actual costs
Permit Addendum - $300	Permit Addendum - $470
Voluntary Cleanup Oversight - Deposit with actual costs	Voluntary Cleanup Oversight - Deposit with actual costs
Secondary Containment Testing Oversight - $300 plus $375 per tank plus $375 for each re-inspection per tank after the first 2 inspections	Secondary Containment Testing Oversight - $470 plus $590 per tank plus $590 for each re-inspection per tank after the first 2 inspections

REF #: FR-019 TITLE: ABOVE GROUND LIQUID TANK INSPECTION

CURRENT FEE	RECOMMENDED FEE
0-10,000 gallons - $867 per facility	0-10,000 gallons - $1,605 per facility
10,001-1,000,000 gallons - $2,167 per facility	10,001-1,000,000 gallons - $3,515 per facility
1,000,001 or more gallons - $2,530 per facility	1,000,001 or more gallons - $7,120 per facility

REF #: FR-020 TITLE: HAZARDOUS MATERIALS RESPONSE

CURRENT FEE	RECOMMENDED FEE
Charge the fully allocated hourly rates for all personnel involved plus any outside or contract costs.	Charge the fully allocated hourly rates for all personnel involved plus any outside or contract costs.

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REF #: FR-021 TITLE: ENVIRON SAFETY ENFORCE INSPECTION

CURRENT FEE	RECOMMENDED FEE
Charge the fully allocated hourly rates for all personnel involved plus any outside or contract costs.	Charge the fully allocated hourly rates for all personnel involved plus any outside or contract costs.

REF #: FR-022 TITLE: UNIFIED PROGRAM ADMINISTRATION

CURRENT FEE	RECOMMENDED FEE
$112 per facility/business	$190 per facility/business

REF #: FR-023 TITLE: CUPA - NEW BUSINESS

CURRENT FEE	RECOMMENDED FEE
$143 per facility/business	$305 per facility/business

REF #: FR-024 TITLE: CERS CONSULTATION/SERVICE

CURRENT FEE	RECOMMENDED FEE
$164 per hour (4 hours maximum per year)	Range I - $120 Range II - $235 Range III - $470 Range IV - $1,110 Range V - $1,110

REF #: FR-025 TITLE: HMBP REGULATORY RE-INSPECTION

CURRENT FEE	RECOMMENDED FEE
$164 per hour	Range I - $120 Range II - $175 Range III - $235 Range IV - $415 Range V - $555

REF #: FR-025A TITLE: CALARP REGULATORY RE-INSPECTION

CURRENT FEE	RECOMMENDED FEE
$164 per hour	Program 1 - $275 Program 2 - $555 Program 3 - $1,110 Program 4 - $1,665

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REF #: FR-025B TITLE: HWG REGULATORY RE-INSPECTION

CURRENT FEE	RECOMMENDED FEE
$164 per hour	Very Small Quanity Generator - $120 Small Quantity Generator - $175 Large Quantity Generator - $275 RCRA Large Quantity Generator - $415

REF #: FR-025C TITLE: TP REGULATORY RE-INSPECTION

CURRENT FEE	RECOMMENDED FEE
$164 per hour	Permit By Rule - $555 Conditional Authorization - $275 Conditionally Exempt - $140

REF #: FR-025D TITLE: UST REGULATORY RE-INSPECTION

CURRENT FEE	RECOMMENDED FEE
$164 per hour	Annual Permit - $235 Additional Tank - $235

REF #: FR-025E TITLE: APSA REGULATORY RE-INSPECTION

CURRENT FEE	RECOMMENDED FEE
$164 per hour	0-10,000 gallons - $235 10,001-1,000,000 gallons - $415 1,000,001 or more gallons - $555

REF #: FR-026 TITLE: FAILURE TO OBTAIN INITIAL PERMIT

CURRENT FEE	RECOMMENDED FEE
Original Fee plus 50%	Original Fee plus 50%

REF #: FR-027 TITLE: LATE CERS SUBMITTAL CITATION

CURRENT FEE	RECOMMENDED FEE
$129 per citation	$215 per citation

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REF #: FR-028 **TITLE: LATE CERS SUBMITTAL CORRECTION**

CURRENT FEE	RECOMMENDED FEE
$129 per citation	$215 per citation

REF #: FR-029 **TITLE: CUPA - LATE PAYMENT PENALTY**

CURRENT FEE	RECOMMENDED FEE
10% penalty	10% penalty

REF #: FR-030 **TITLE: ENVIRON SAFETY APPLICATION REVIEW**

CURRENT FEE	RECOMMENDED FEE
None	$425 per application

REF #: FR-031 **TITLE: METHANE BARRIER PLAN CHECK/INSPECT**

CURRENT FEE	RECOMMENDED FEE
None	First Building - $275 Each Additional Building - $275

REF #: FR-032 **TITLE: AB1646 OPERATIONS & MAINTENANCE**

CURRENT FEE	RECOMMENDED FEE
None	$9,380 per facility

REF #: FR-033 **TITLE: PROG 4 CALARP EMERG RESPONSE PUBLIC**

CURRENT FEE	RECOMMENDED FEE
None	$102,615 per facility

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REF #: FR-040 TITLE: FIRE FALSE ALARM RESPONSE

CURRENT FEE	RECOMMENDED FEE
None	First 3 responses in a calendar year - No Charge Fourth Response - $260 Fifth Response - $520 Sixth and Subsequent Responses - $780

REF #: IS-WC TITLE: WORKERS COMP ADMIN

CURRENT FEE	RECOMMENDED FEE

REF #: LB-001 TITLE: NEW LIBRARY CARD PROCESSING

CURRENT FEE	RECOMMENDED FEE
California Resident - No Charge Out-of-State Non-Resident - $40 per year	California Resident - No Charge Out-of-State Non-Resident - $40 per year

REF #: LB-002 TITLE: LIBRARY CARD REPLACEMENT

CURRENT FEE	RECOMMENDED FEE
$3.10 per card	$3.10 per card

REF #: LB-003 TITLE: INTER-LIBRARY LOAN

CURRENT FEE	RECOMMENDED FEE
$1.05 per item	$1 per item

REF #: LB-005 TITLE: OVERDUE LIBRARY ITEM

CURRENT FEE	RECOMMENDED FEE
Books/Periodicals/Audio Visual - $0.25 per day up to the item cost	These fees will be removed.

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REF #: LB-006 TITLE: LOST/DAMAGED LIBRARY ITEM REPLACE

CURRENT FEE	RECOMMENDED FEE
Lost or Damaged Item - $10.25 per item plus the replacement cost	Lost or Damaged Item - $10.25 per item plus the replacement cost
Damaged Material Fees: Book/Bindery Repairs - $10.25 maximum Periodicals - $2.05 plus replacement cost Pamphlets/Paperbacks - $1.05 plus replacement cost	Damaged Material Fees: Book/Bindery Repairs - $10.25 maximum Periodicals - $2.05 plus replacement cost Pamphlets/Paperbacks - $1.05 plus replacement cost

REF #: LB-007 TITLE: LIBRARY PRINTING

CURRENT FEE	RECOMMENDED FEE
Black and White - $0.20 per page Color - $1 per page	Black and White - $0.20 per page Color - $1 per page

REF #: LB-008 TITLE: LIBRARY FACILITY RENTAL

CURRENT FEE	RECOMMENDED FEE
Resident Non-Profit Organization - $16 per hour Resident For Profit Organization - $32 per hour Non-Resident Non-Profit Organization - $48 per hour Non-Resident For Profit Organization - $48 per hour Kitchen - $37 refundable deposit	Resident Non-Profit Organization - $16 per hour Resident For Profit Organization - $32 per hour Non-Resident Non-Profit Organization - $48 per hour Non-Resident For Profit Organization - $48 per hour Kitchen - $37 refundable deposit

REF #: PL-001 TITLE: ADMINISTRATIVE USE PERMIT

CURRENT FEE	RECOMMENDED FEE
$3,306 per application	$2,805 per application

REF #: PL-003 TITLE: CONDITIONAL USE PERMIT

CURRENT FEE	RECOMMENDED FEE
$11,690 per application	$16,050 per application

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REF #: PL-004 TITLE: DOWNTOWN DESIGN REVIEW

CURRENT FEE	RECOMMENDED FEE
Staff Review - $669 per application Director Review - $4,047 per application Planning Commission Review - $6,140 per application	Staff Review - $300 per application Director Review - $1,890 per application Planning Commission Review - $5,415 per application

REF #: PL-005 TITLE: VARIANCE REVIEW

CURRENT FEE	RECOMMENDED FEE
$7,617 per application	$15,770 per application

REF #: PL-006 TITLE: ADJUSTMENT REVIEW

CURRENT FEE	RECOMMENDED FEE
$2,933 per application	$2,100 per application

REF #: PL-007 TITLE: ZONE TEXT AMENDMENT/ZONE CHANGE

CURRENT FEE	RECOMMENDED FEE
Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside or contract costs.	Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside or contract costs.

REF #: PL-008 TITLE: PRE-APPLICATION REVIEW

CURRENT FEE	RECOMMENDED FEE
None	$5,245 per application

REF #: PL-009 TITLE: TRAFFIC STUDY REVIEW

CURRENT FEE	RECOMMENDED FEE
Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside or contract costs.	Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside or contract costs.

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REF #: PL-010 TITLE: OFF-SITE PARKING COVENANT

CURRENT FEE	RECOMMENDED FEE
$364 per application	$765 per application

REF #: PL-011 TITLE: PARKING DEMAND/SHARED PARKING STUDY

CURRENT FEE	RECOMMENDED FEE
$1,065 per study plus actual costs for Traffic Engineer	$1,970 per study plus actual costs for Traffic Engineer

REF #: PL-012 TITLE: GENERAL PLAN AMENDMENT REVIEW

CURRENT FEE	RECOMMENDED FEE
Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside or contract costs.	Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside or contract costs.

REF #: PL-013 TITLE: SPECIFIC PLAN REVIEW

CURRENT FEE	RECOMMENDED FEE
Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside or contract costs.	Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside or contract costs.

REF #: PL-014 TITLE: SPECIFIC PLAN AMENDMENT REVIEW

CURRENT FEE	RECOMMENDED FEE
Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside or contract costs.	Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside or contract costs.

REF #: PL-018 TITLE: DEVELOPMENT AGREEMENT REVIEW

CURRENT FEE	RECOMMENDED FEE
Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside or contract costs.	Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside or contract costs.

REF #: PL-019 TITLE: COASTAL DEVELOPMENT PERMIT

CURRENT FEE	RECOMMENDED FEE
$931 per application	Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside or contract costs.

REF #: PL-020A TITLE: SITE PLAN REVIEW

CURRENT FEE	RECOMMENDED FEE
Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside or contract costs.	Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside or contract costs.

REF #: PL-024 TITLE: DENSITY BONUS AGREEMENT REVIEW

CURRENT FEE	RECOMMENDED FEE
Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside or contract costs.	Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside or contract costs.

REF #: PL-025 TITLE: ENVIRON. CATEGORICAL EXEMPTION

CURRENT FEE	RECOMMENDED FEE
$151 per application	$505 per application

REF #: PL-026 TITLE: ENVIRON INITIAL STUDY/NEG DEC/RECIR

CURRENT FEE	RECOMMENDED FEE
Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside or contract costs.	Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside or contract costs.

REF #: PL-027 TITLE: ENVIRONMENTAL IMPACT REPORT REVIEW

CURRENT FEE	RECOMMENDED FEE
Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside or contract costs.	Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside or contract costs.

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REF #: PL-028 TITLE: MITIGATION MONITORING

CURRENT FEE	RECOMMENDED FEE
Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside or contract costs.	Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside or contract costs.

REF #: PL-029 TITLE: PRECISE PLAN MODIFICATION REVIEW

CURRENT FEE	RECOMMENDED FEE
$5,762 per application	This service is no longer provided and should be removed from the fee schedule.

REF #: PL-030 TITLE: TENTATIVE PARCEL MAP REVIEW

CURRENT FEE	RECOMMENDED FEE
$5,327 per map plus actual cost for contract surveyor. (Any County procesing fees are paid directly to the County by the applicant)	$6,395 per map plus $1,500 deposit with charges at actual costs for contract surveyor (Any County procesing fees are paid directly to the County by the applicant)

REF #: PL-031 TITLE: TENTATIVE TRACT MAP REVIEW

CURRENT FEE	RECOMMENDED FEE
$5,327 per map plus $275 per lot for every lot over 4, plus actual cost for contract surveyor (Any County procesing fees are paid directly to the County by the applicant)	$10,590 per map plus $1,500 deposit with charges at actual costs for contract surveyor (Any County procesing fees are paid directly to the County by the applicant)

REF #: PL-033 TITLE: RESUBMITTED MAP REVIEW

CURRENT FEE	RECOMMENDED FEE
$845 per map	$730 per map

REF #: PL-034 TITLE: LOT LINE ADJUSTMENT

CURRENT FEE	RECOMMENDED FEE
$1,389 per application plus actual cost for contract surveyor	$1,680 per application plus $1,500 deposit with charges at actual costs for contract surveyor

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REF #: PL-035 TITLE: LOT MERGER

CURRENT FEE	RECOMMENDED FEE
$1,389 per application plus actual cost for contract surveyor	$1,680 per application plus $1,500 deposit with charges at actual costs for contract surveyor

REF #: PL-035A TITLE: LOT TIE COVENANT

CURRENT FEE	RECOMMENDED FEE
$783 per application	$785 per application

REF #: PL-037 TITLE: CERTIFICATE OF COMPLIANCE REVIEW

CURRENT FEE	RECOMMENDED FEE
$1,647 per application	$1,775 per application plus $1,500 deposit with charges at actual costs for contract surveyor

REF #: PL-038 TITLE: RECIPROCAL ACCESS EASEMENT

CURRENT FEE	RECOMMENDED FEE
$572 per application plus actual costs for City Attorney	$705 per application plus actual costs for City Attorney

REF #: PL-039 TITLE: CC&R REVIEW

CURRENT FEE	RECOMMENDED FEE
Actual costs for any City staff and for City Attorney	Actual costs for any City staff and for City Attorney

REF #: PL-040 TITLE: HISTORIC RESOURCE NOMINATION REVIEW

CURRENT FEE	RECOMMENDED FEE
Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside or contract costs.	Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside or contract costs.

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REF #: PL-041 TITLE: ADMIN DETERMINATION - DIR DECISION

CURRENT FEE	RECOMMENDED FEE
$1,281 per application	$3,760 per application

REF #: PL-042 TITLE: ADMIN DETERMINATION - PC DECISION

CURRENT FEE	RECOMMENDED FEE
$2,192 per application	$6,435 per application

REF #: PL-042A TITLE: TEMPORARY SIGN PERMIT

CURRENT FEE	RECOMMENDED FEE
$249 per application	$140 per application

REF #: PL-043 TITLE: SIGN PROGRAM SIGN PLAN REVIEW

CURRENT FEE	RECOMMENDED FEE
$107 per application	$140 per application

REF #: PL-044 TITLE: MASTER SIGN PROGRAM

CURRENT FEE	RECOMMENDED FEE
$653 per application or deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside or contract costs, as determined by staff	$1,110 per application

REF #: PL-045 TITLE: LARGE FAMILY DAY CARE PERMIT

CURRENT FEE	RECOMMENDED FEE
$417 per application plus $134 if a public hearing is requested	$3,325 per application

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REF #: PL-047 **TITLE: ZONING CONFORMANCE LETTER/REVIEW**

CURRENT FEE	RECOMMENDED FEE
$736 per letter	$845 per letter

REF #: PL-048 **TITLE: MODIF. TO DISCRETIONARY APPROVAL**

CURRENT FEE	RECOMMENDED FEE
$6,130 per application	$9,110 per application

REF #: PL-049 **TITLE: TIME EXTENSION REVIEW**

CURRENT FEE	RECOMMENDED FEE
$420 per application	$695 per application

REF #: PL-050 **TITLE: APPEAL TO THE PLANNING COMMISSION**

CURRENT FEE	RECOMMENDED FEE
$1,472 per appeal	$6,595 per appeal for 50% cost recovery

REF #: PL-051 **TITLE: APPEAL TO THE CITY COUNCIL**

CURRENT FEE	RECOMMENDED FEE
$2,952 per appeal for 100% cost recovery	$5,845 per appeal for 50% cost recovery
Inside the Coastal Appeal Zone - No Charge per State law	Inside the Coastal Appeal Zone - No Charge per State law

REF #: PL-052 **TITLE: STREET ADDRESS CHANGE/ISSUANCE**

CURRENT FEE	RECOMMENDED FEE
$648 per application	$465 per application

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REF #: PL-052A TITLE: NEW ADDRESS PROCESSING

CURRENT FEE	RECOMMENDED FEE
$648 per application	$465 per application

REF #: PL-053 TITLE: GENERAL PLAN MAINTENANCE

CURRENT FEE	RECOMMENDED FEE
10% of all Building & Safety permit fees	10% of all Building & Safety permit fees

REF #: PL-054 TITLE: TEMPORARY USE PERMIT

CURRENT FEE	RECOMMENDED FEE
$1,270 per application	$1,800 per application

REF #: PL-055 TITLE: ENTERTAINMENT PERMIT

CURRENT FEE	RECOMMENDED FEE
New - $555 per application Renewal - $57 per renewal	New - $60 per application Renewal - $70 per renewal

REF #: PL-056 TITLE: ADULT USE PLANNING PERMIT

CURRENT FEE	RECOMMENDED FEE
Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside or contract costs.	Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside or contract costs.

REF #: PL-057 TITLE: AMPLIFIED SOUND PERMIT

CURRENT FEE	RECOMMENDED FEE
$161 per application	$240 per application

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REF #: PL-058 **TITLE: ANIMAL PERMIT**

CURRENT FEE	RECOMMENDED FEE
$572 per application	$135 per application

REF #: PL-059 **TITLE: ANIMAL PERMIT RENEWAL**

CURRENT FEE	RECOMMENDED FEE
$283 per renewal	$70 per renewal

REF #: PL-060 **TITLE: ANIMAL PERMIT APPEAL**

CURRENT FEE	RECOMMENDED FEE
Resident - $1,236 per appeal for 50% cost recovery Non-Resident - $2,466 per appeal for 100% cost recovery	Resident - $6,595 per appeal for 50% cost recovery Non-Resident - $13,185 per appeal for 100% cost recovery

REF #: PL-061 **TITLE: BUSINESS ZONING CLEARANCE**

CURRENT FEE	RECOMMENDED FEE
$125 per application (not currently charged)	$70 per application

REF #: PL-061A **TITLE: HOME OCCUPATION ZONING CLEARANCE**

CURRENT FEE	RECOMMENDED FEE
$62 per application	$70 per application

REF #: PL-062 **TITLE: PUBLIC NOTICING**

CURRENT FEE	RECOMMENDED FEE
Actual costs charged by publication	Actual costs charged by publication

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REF #: PO-001 TITLE: FIREARMS DEALER PERMIT

CURRENT FEE	RECOMMENDED FEE
$1,080 per application	$990 per application

REF #: PO-002 TITLE: FORTUNETELLER PERMIT

CURRENT FEE	RECOMMENDED FEE
$738 per application	$685 per application

REF #: PO-003 TITLE: SECONDHAND DEALER PERMIT

CURRENT FEE	RECOMMENDED FEE
$311 per application	$355 per application

REF #: PO-003A TITLE: PAWNSHOP PERMIT

CURRENT FEE	RECOMMENDED FEE
$1,080 per application	$990 per application

REF #: PO-004 TITLE: BINGO PERMIT

CURRENT FEE	RECOMMENDED FEE
Annual Application - $52 per application plus Department of Justice Fee Fee is set by Penal Code Section 326.5(l)(1).	Annual Application - $50 per application plus Department of Justice Fee Fee is set by Penal Code Section 326.5(l)(1).
Remote Caller Game - $551	Remote Caller Game - $735

REF #: PO-006 TITLE: POLICE MASSAGE ESTABLISHMENT PMT.

CURRENT FEE	RECOMMENDED FEE
$728 per application	$670 per application

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REF #: PO-007 **TITLE: MASSAGE THERAPIST PERMIT**

CURRENT FEE	RECOMMENDED FEE
$150 per application plus County testing fee	$180 per application plus County testing fee

REF #: PO-008 **TITLE: AUCTION HOUSE PERMIT**

CURRENT FEE	RECOMMENDED FEE
$738 per application	$685 per application

REF #: PO-009 **TITLE: POOL ROOM PERMIT**

CURRENT FEE	RECOMMENDED FEE
$728 per application	$670 per application

REF #: PO-010 **TITLE: TOBACCO PERMIT**

CURRENT FEE	RECOMMENDED FEE
$263 per application	$265 per application

REF #: PO-013 **TITLE: MISC. POLICE BUSINESS PERMIT**

CURRENT FEE	RECOMMENDED FEE
$781 per application	$745 per application

REF #: PO-014 **TITLE: CONCEALED WEAPONS PERMIT**

CURRENT FEE	RECOMMENDED FEE
Fee is set by State Law: New application - $100 $25 - renewal application Amended application - $10 Psychological testing costs are to be added to the above fee up to $150 20% of the fee is collected upon filing of the initial application and is non-refundable. The balance of the fee is collected on issuance of the license.	Fee is set by State Law: New application - $100 $25 - renewal application Amended application - $10 Psychological testing costs are to be added to the above fee up to $150 20% of the fee is collected upon filing of the initial application and is non-refundable. The balance of the fee is collected on issuance of the license.

CITY OF EL SEGUNDO
FEE COMPARISON REPORT
FY 2021-22

REF #: PO-015 **TITLE: CLEARANCE FORM/LETTER**

CURRENT FEE	RECOMMENDED FEE
$28 per letter	$40 per letter

REF #: PO-016 **TITLE: RECORDS CHECK - LOCAL**

CURRENT FEE	RECOMMENDED FEE
$22 per name	$25 per name

REF #: PO-017 **TITLE: CITATION SIGN-OFF SERVICE**

CURRENT FEE	RECOMMENDED FEE
$16 per citation	$23 per citation

REF #: PO-018 **TITLE: VEHICLE IMPOUND RELEASE**

CURRENT FEE	RECOMMENDED FEE
Standard Impound - $220 per vehicle 30 Day/DUI Impound - $306 per vehicle	Standard Impound - $240 per vehicle 30 Day/DUI Impound - $280 per vehicle

REF #: PO-019 **TITLE: POLICE FALSE ALARM RESPONSE/BILLING**

CURRENT FEE	RECOMMENDED FEE
First 3 alarms in a calendar year - No Charge 4th falase alarm - $207 5th false alarm - $312 6th and subsequent false alarm - $415	First 3 alarms in a calendar year - No Charge 4th falase alarm - $250 5th false alarm - $350 6th and subsequent false alarm - $450

REF #: PO-020 **TITLE: POLICE ALARM PERMIT**

CURRENT FEE	RECOMMENDED FEE
Alarm Permit - No Charge Violation for non-alarm permit - $172	Alarm Permit - No Charge Violation for non-alarm permit - $175

CITY OF EL SEGUNDO
FEE COMPARISON REPORT
FY 2021-22

REF #: PO-022 TITLE: DUI COLLISION RESPONSE

CURRENT FEE	RECOMMENDED FEE
Charge the fully allocated hourly rates for all responding emergency personnel, not to exceed $12,000 per incident by State law.	Charge the fully allocated hourly rates for all responding emergency personnel, not to exceed $12,000 per incident by State law.

REF #: PO-023 TITLE: SECOND RESPONSE CALL-BACK

CURRENT FEE	RECOMMENDED FEE
Charge the fully allocated hourly rates for all responding emergency personnel.	Charge the fully allocated hourly rates for all responding emergency personnel.

REF #: PO-025 TITLE: SPECIAL EVENT POLICE SERVICE

CURRENT FEE	RECOMMENDED FEE
Charge the fully allocated hourly rates for all personnel used.	Charge the fully allocated hourly rates for all personnel used.

REF #: PO-026 TITLE: FINGERPRINTING ON REQUEST

CURRENT FEE	RECOMMENDED FEE
$38 per application plus any DOJ fees	$45 per application plus any DOJ fees

REF #: PO-027 TITLE: POLICE REPORT/DOCUMENT REPRODUCTION

CURRENT FEE	RECOMMENDED FEE
First 5 copies - No Charge Each additional copy - $0.20 per copy	First 5 copies - No Charge Each additional copy - $0.20 per copy

REF #: PO-028 TITLE: POLICE PHOTO REPRODUCTION

CURRENT FEE	RECOMMENDED FEE
$38 per request	$48 per request for printed copies

CITY OF EL SEGUNDO
FEE COMPARISON REPORT
FY 2021-22

REF #: PO-029 **TITLE: POLICE DISPATCH TAPE COPY**

CURRENT FEE	RECOMMENDED FEE
$11 per disk	$11 per device

REF #: PO-030 **TITLE: POLICE ELECTRONIC FILE COPY**

CURRENT FEE	RECOMMENDED FEE
$11 per disk	$11 per device

REF #: PO-040 **TITLE: ANIMAL AT-LARGE PICKUP**

CURRENT FEE	RECOMMENDED FEE
1st offense - $11 2nd offense - $28 3rd and subsequent offense - $43	1st offense - $11 2nd offense - $28 3rd and subsequent offense - $43

REF #: PO-041 **TITLE: VICIOUS ANIMAL HEARING**

CURRENT FEE	RECOMMENDED FEE
No Charge	No Charge

REF #: PO-047 **TITLE: ANIMAL CONTROL SERVICES**

CURRENT FEE	RECOMMENDED FEE
Dog License: Spayed/Neutered - $21 Non-Spayed/Neutered - $83 Seniors - $10 Late Fee - $10	Dog License: Spayed/Neutered - $21 Non-Spayed/Neutered - $83 Seniors - $10 Late Fee - $10

REF #: PW-001 **TITLE: WATER SERVICE LATERAL INSPECTION**

CURRENT FEE	RECOMMENDED FEE
1 1/2" - 2" - $1,194 plus $1,036 refundable deposit 3" - 10" - $1,642 plus $1,554 refundable deposit	1" - 2" - $740 plus $1,000 refundable deposit 3" - 10" - $1,160 plus $1,500 refundable deposit

CITY OF EL SEGUNDO
FEE COMPARISON REPORT
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REF #: PW-001A TITLE: WATER SERVICE PRE-PLAN REVIEW

CURRENT FEE	RECOMMENDED FEE
$193 per application	$140 per application

REF #: PW-002 TITLE: WATER METER UPGRADE

CURRENT FEE	RECOMMENDED FEE
Upgrade up to 1" - $4,551 per meter plus actual cost of meter and materials Upgrade to over 1" - Charge the fully allocated hourly rates for all personnel used plus any materials or outside costs.	This service is no longer provided and should be removed from the fee schedule.

REF #: PW-002A TITLE: WATER METER UPGRADE INSPECTION

CURRENT FEE	RECOMMENDED FEE
None	$185 per inspection

REF #: PW-003 TITLE: WATER METER ABANDONMENT

CURRENT FEE	RECOMMENDED FEE
$226 per meter	This service is no longer provided and should be removed from the fee schedule.

REF #: PW-003A TITLE: WATER METER ABANDONMENT INSPECTION

CURRENT FEE	RECOMMENDED FEE
None	$185 per inspection

REF #: PW-004 TITLE: TEMPORARY CONSTRUCTION METER

CURRENT FEE	RECOMMENDED FEE
Installation - $119 Move - $64 plus refundable deposit to cover the cost of the meter	Installation - $145 Move - $70 plus refundable deposit to cover the cost of the meter

CITY OF EL SEGUNDO
FEE COMPARISON REPORT
FY 2021-22

REF #: PW-005 TITLE: FIRE FLOW TEST WITNESS

CURRENT FEE

$150 per test

RECOMMENDED FEE

$175 per test

REF #: PW-006 TITLE: DAMAGED METER/SERVICE LINE

CURRENT FEE

Charge the fully allocated hourly rates for all personnel used plus any materials or outside costs.

RECOMMENDED FEE

Charge the fully allocated hourly rates for all personnel used plus any materials or outside costs.

REF #: PW-007 TITLE: ANNUAL BACKFLOW DEVICE PROGRAM

CURRENT FEE

$64 per device per year

RECOMMENDED FEE

$135 per device per year

REF #: PW-010 TITLE: NEW SEWER LATERAL INSPECTION

CURRENT FEE

$226 per lateral

RECOMMENDED FEE

$285 per lateral

REF #: PW-011 TITLE: SEWER CAP INSPECTION

CURRENT FEE

$226 per cap

RECOMMENDED FEE

$285 per cap

REF #: PW-012 TITLE: SEWAGE SPILL RESPONSE

CURRENT FEE

Charge the fully allocated hourly rates for all personnel used plus any materials or outside costs.

RECOMMENDED FEE

Charge the fully allocated hourly rates for all personnel used plus any materials or outside costs.

CITY OF EL SEGUNDO
FEE COMPARISON REPORT
FY 2021-22

REF #: PW-015 TITLE: NEW UTILITY ACCOUNT PROCESSING

CURRENT FEE	RECOMMENDED FEE
$92 per new account Deposit: Residential - $69 Commercial - $268	$115 per new account Deposit: Residential - $70 Commercial - $270

REF #: PW-016 TITLE: DELINQUENT UTILITY BILLING

CURRENT FEE	RECOMMENDED FEE
Delinquent Bill - $14 Red Tag - $31	Delinquent Bill - $14 Red Tag - $31

REF #: PW-017 TITLE: DELINQUENT UTILITY TURN-OFF/ON

CURRENT FEE	RECOMMENDED FEE
$71 per delinquent shut off $68 per reconnection	$85 per delinquent shut off $50 per reconnection for compliance with SB 998.

REF #: PW-020 TITLE: WATER METER TEST

CURRENT FEE	RECOMMENDED FEE
$294 per meter test (refunded if the meter is found to be running fast)	$360 per meter test (refunded if the meter is found to be running fast)

REF #: PW-021 TITLE: REFER TO COLLECTION AGENCY

CURRENT FEE	RECOMMENDED FEE
5% of the amount owed to the City	5% of the amount owed to the City

REF #: PW-023 TITLE: BANNER HANGING

CURRENT FEE	RECOMMENDED FEE
$182 per banner	$815 per banner

CITY OF EL SEGUNDO
FEE COMPARISON REPORT
FY 2021-22

REF #: PW-025 TITLE: COMMERCIAL HAULER PERMIT

CURRENT FEE

Full Service - $5,520 per permit
Roll-Off/C&D - $1,891 per permit

RECOMMENDED FEE

Full Service - $6,310 per permit
Roll-Off/C&D - $1.460 per permit

REF #: PW-026 TITLE: SELF HAUL WASTE PERMIT

CURRENT FEE

None

RECOMMENDED FEE

$790 per permit

REF #: REC-001 TITLE: ADULT SPORTS

CURRENT FEE

Basketball:
Resident - $203 Non-Resident - $243
Softball:
Resident - $353 Non-Resident - $426
Kickball:
Resident - $304 Non-Resident - $365
Soccer:
Resident - $203 Non-Resident - $243

RECOMMENDED FEE

Recreation Programs as a whole are currently recovering 39.6% of their direct costs, which are defined as direct salaries and benefits as well as direct operating expenses.

The goal for Recreation Programs as a whole should be 40% Direct Cost Recovery.

REF #: REC-003 TITLE: DAY CAMPS

CURRENT FEE

Sports Camp: Resident - $51 Non-Resident - $66
Camp Cowabunga Regular Day:
Resident - $177 Non-Resident - $213
Resident Multi-Child - $152 Non-Resident Multi-Child - $183
Camp Cowabunga Extended Day:
Resident - $203 Non-Resident - $243
Resident Multi-Child - $177 Non-Resident Multi-Child - $213
Tiny Tots: Resident - $51 Non-Resident - $66

RECOMMENDED FEE

Recreation Programs as a whole are currently recovering 39.6% of their direct costs, which are defined as direct salaries and benefits as well as direct operating expenses.

The goal for Recreation Programs as a whole should be 40% Direct Cost Recovery.

CITY OF EL SEGUNDO
FEE COMPARISON REPORT
FY 2021-22

REF #: REC-004 TITLE: TEEN CENTER/AFTERSCHOOL

CURRENT FEE

GABIT - Spring and Summer:
Resident - No Charge
Non-Resident - $15 per player
Snowboard Trip - $66 Resident and $81 Non-Resident
Golf Tournament - $51 per golfer
Skate Tournament - $15 - Resident or Non-Resident
Teen Camp: Resident - $100 Non-Residnet - $125

RECOMMENDED FEE

Recreation Programs as a whole are currently recovering 39.6% of their direct costs, which are defined as direct salaries and benefits as well as direct operating expenses.

The goal for Recreation Programs as a whole should be 40% Direct Cost Recovery.

REF #: REC-005 TITLE: RECREATION CLASSES

CURRENT FEE

The instructor receives 70% of the class fee and the City receives 30% of the class fee.

RECOMMENDED FEE

Recreation Programs as a whole are currently recovering 39.6% of their direct costs, which are defined as direct salaries and benefits as well as direct operating expenses.

The goal for Recreation Programs as a whole should be 40% Direct Cost Recovery.

REF #: REC-006 TITLE: HILLTOP POOL

CURRENT FEE

Card Holders - No Charge
Swimnastics or Lap/Rec Swim (Non-Card Holder) - $5.50

Group Lessons: Resident - $48 Non-Resident - $60

Private Lessons: Resident - $80 Non-Resident - $100

Various rental fees

RECOMMENDED FEE

Recreation Programs as a whole are currently recovering 39.6% of their direct costs, which are defined as direct salaries and benefits as well as direct operating expenses.

The goal for Recreation Programs as a whole should be 40% Direct Cost Recovery.

REF #: REC-006A TITLE: WISEBURN POOL

CURRENT FEE

Group Lessons: Resident - $48 Non-Resident - $60
Private Lessons: Resident - $80 Non-Resident - $100
Lifeguard Class: Resident - $200 Non-Resident - $240
Guard In-Training: Resident - $51 Non-Resident - $66

Special Events: Resident - $5 Non-Resident - $6

Various rental fees

RECOMMENDED FEE

CITY OF EL SEGUNDO
FEE COMPARISON REPORT
FY 2021-22

REF #: REC-007 TITLE: RECREATION CARD REGISTRATION

CURRENT FEE	RECOMMENDED FEE
Adult - $15 Youth - $10 Senior/Infant - $5	Recreation Programs as a whole are currently recovering 39.6% of their direct costs, which are defined as direct salaries and benefits as well as direct operating expenses.
Replacement - $5	The goal for Recreation Programs as a whole should be 40% Direct Cost Recovery.

REF #: REC-008 TITLE: YOUTH DRAMA

CURRENT FEE	RECOMMENDED FEE
various performance ticket prices.	Recreation Programs as a whole are currently recovering 39.6% of their direct costs, which are defined as direct salaries and benefits as well as direct operating expenses. The goal for Recreation Programs as a whole should be 40% Direct Cost Recovery.

REF #: REC-009 TITLE: SENIOR SERVICES

CURRENT FEE	RECOMMENDED FEE
Classes - The instructor receives 70% of the class fee and the City receives 30% of the class fee.	Recreation Programs as a whole are currently recovering 39.6% of their direct costs, which are defined as direct salaries and benefits as well as direct operating expenses. The goal for Recreation Programs as a whole should be 40% Direct Cost Recovery.

REF #: REC-010 TITLE: BLOCK PARTY PERMIT

CURRENT FEE	RECOMMENDED FEE
Processing fee - $25	Processing fee - $430 for 100% Direct Cost Recovery

REF #: REC-011 TITLE: PRIVATE SPEC. EVENT PERMIT/SERVICES

CURRENT FEE	RECOMMENDED FEE
Processing fee - $60	Processing fee - $490 for 100% Direct Cost Recovery
Event Staffing - Actual costs based on fee waiver category	Event Staffing - Actual costs based on fee waiver category

CITY OF EL SEGUNDO
FEE COMPARISON REPORT
FY 2021-22

REF #: REC-012 TITLE: FARMERS MARKET

CURRENT FEE	RECOMMENDED FEE
various vendor fees	No Change

REF #: REC-013 TITLE: CITY SPECIAL EVENTS

CURRENT FEE	RECOMMENDED FEE
Various vendor and entrance fees	No Change

REF #: REC-014 TITLE: RECREATION FACILITY RENTAL

CURRENT FEE	RECOMMENDED FEE
Various fees Security Deposit - $203 Additional Staffing - $25.50 per hour per staff when necessary Picnic Area Reservation Cancellation - $51 if cancelled 7 days or less before scheduled event.	No Change

REF #: REC-015 TITLE: BALLFIELD RENTAL

CURRENT FEE	RECOMMENDED FEE
Various fees - See Appendix C for detail Youth Sports Groups (per participant): Resident - $10 Non-Resident - $30	No Change

REF #: REC-016 TITLE: GOLF COURSE

CURRENT FEE	RECOMMENDED FEE
Various fees	

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APPENDIX B

REVENUE AND COST
SUMMARY WORKSHEETS
Matched With
COST DETAIL WORKSHEETS

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
SHORT TERM RENTAL REGISTRATION	**AD-001**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
FINANCE	APPLICATION	Business

DESCRIPTION OF SERVICE

Registration of short term rental businesses operating within the City.

CURRENT FEE STRUCTURE

New - $214 per application
Renewal - $167 per renewal

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$185.80**	**TOTAL REVENUE:**	**$4,645**
UNIT COST:	**$242.88**	**TOTAL COST:**	**$6,072**
UNIT PROFIT (SUBSIDY):	**$(57.08)**	**TOTAL PROFIT (SUBSIDY):**	**$(1,427)**
TOTAL UNITS:	**25**	**PCT. COST RECOVERY:**	**76.50%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

New - $345 per application
Renewal - $175 per renewal

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
SHORT TERM RENTAL REGISTRATION	**AD-001**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**25**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
BUSINESS SVCS	LIC PRMT SPEC 2	New	0.50	$68.93	10	$689
COMM. DEVELOPMENT	COMBO: TECH/ASST/PRIN PLA	New	1.50	$278.01	10	$2,780
		TYPE SUBTOTAL	**2.00**	**$346.94**		**$3,469**
BUSINESS SVCS	LIC PRMT SPEC 2	Renewal	0.25	$34.47	15	$517
COMM. DEVELOPMENT	COMBO: TECH/ASST/PRIN PLA	Renewal	0.75	$139.01	15	$2,085
		TYPE SUBTOTAL	**1.00**	**$173.48**		**$2,602**
		TOTALS	**3.00**	**$242.88**		**$6,072**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
FILM PERMIT PROCESSING	**AD-002**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
FINANCE	APPLICATION	Business

DESCRIPTION OF SERVICE

Review a request to film within the City to determine compliance with City codes and standards.

CURRENT FEE STRUCTURE

Permit Application Fee - $1,310
Daily Film Permit Fee - $112 per day
Revision/Rider - $203
Public Right-of-Way Usage - $802 per day per location
City Location Usage - various fees per day per location
Police Personnel - Actual Costs
Fire Personnel - Actual Costs
Public Works Personnel - Actual Costs

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$1,411.50**	**TOTAL REVENUE:**	**$70,575**
UNIT COST:	**$1,648.04**	**TOTAL COST:**	**$82,402**
UNIT PROFIT (SUBSIDY):	**$(236.54)**	**TOTAL PROFIT (SUBSIDY):**	**$(11,827)**
TOTAL UNITS:	**50**	**PCT. COST RECOVERY:**	**85.65%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Permit Application Fee - $1,455
Daily Film Permit Fee - $115 per day
Revision/Rider - $390
Public Right-of-Way Usage - $800 per day per location
City Location Usage - various fees per day per location
Police Personnel - Actual Costs
Fire Personnel - Actual Costs
Public Works Personnel - Actual Costs

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
FILM PERMIT PROCESSING	**AD-002**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**50**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
BUSINESS SVCS	REVENUE INSP	5%	1.67	$341.89	50	$17,095
BUSINESS SVCS	TREAS & CUST SVCS MGR		0.50	$146.74	50	$7,337
INFO SYS	GIS ANALYST		1.00	$99.10	50	$4,955
ENGINEERING	CITY ENGINEER		0.25	$58.54	50	$2,927
CRIME INVESTIGATION	POLICE SERGEANT		0.50	$122.63	50	$6,132
FIRE PREVENTION	FIRE PREV SPEC		0.50	$88.16	50	$4,408
LIABILITY INSURANCE	RISK MGR		4.50	$596.88	50	$29,844
		TYPE SUBTOTAL	**8.92**	**$1,453.94**		**$72,697**
BUSINESS SVCS	TREAS & CUST SVCS MGR	Revision/Rider	0.25	$73.37	25	$1,834
INFO SYS	GIS ANALYST	Revision/Rider	0.50	$49.55	25	$1,239
LIABILITY INSURANCE	RISK MGR	Revision/Rider	2.00	$265.28	25	$6,632
		TYPE SUBTOTAL	**2.75**	**$388.20**		**$9,705**
		TOTALS	**11.67**	**$1,648.04**		**$82,402**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
NSF CHECK PROCESSING	**AD-003**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
TREASURER	NSF CHECK	Developer/Resident/Business

DESCRIPTION OF SERVICE

Processing a check returned for insufficient funds.

CURRENT FEE STRUCTURE

First NSF Check - $45
Each subsequent NSF Check - $90

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$45.00**	**TOTAL REVENUE:**	**$675**
UNIT COST:	**$127.73**	**TOTAL COST:**	**$1,916**
UNIT PROFIT (SUBSIDY):	**$(82.73)**	**TOTAL PROFIT (SUBSIDY):**	**$(1,241)**
TOTAL UNITS:	**15**	**PCT. COST RECOVERY:**	**35.23%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

First NSF Check - $65
Each subsequent NSF Check - $130

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
NSF CHECK PROCESSING	**AD-003**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**15**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
CITY TREASURER	DEP CITY TREASURER 1		0.75	$112.72	15	$1,691
CITY TREASURER		$15 Bank Charge	0.00	$15.00	15	$225
		TYPE SUBTOTAL	**0.75**	**$127.72**		**$1,916**
		TOTALS	**0.75**	**$127.73**		**$1,916**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
CREDIT CARD PROCESSING	**AD-004**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
TREASURER	N/A	Developer/Resident/Business

DESCRIPTION OF SERVICE

Recovery of bank credit card fees.

CURRENT FEE STRUCTURE

2.75% of amount charged

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$0.00**	**TOTAL COST:**	**$0**
UNIT PROFIT (SUBSIDY):	**$0.00**	**TOTAL PROFIT (SUBSIDY):**	**$0**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

2.75% of amount charged

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
CREDIT CARD PROCESSING	**AD-004**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
			0.00	$0.00	0	$0
		TYPE SUBTOTAL	**0.00**	**$0.00**		**$0**
		TOTALS	**0.00**	**$0.00**		**$0**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
COPY SERVICE	**AD-005**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
CITY CLERK	COPY	Resident/Non-Resident

DESCRIPTION OF SERVICE

Providing copies of various City documents requested by the public.

CURRENT FEE STRUCTURE

First 5 copies - No Charge
Each additional copy - $0.20 per copy
FPPC Copies - $0.10 per copy

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$1.14**	**TOTAL COST:**	**$570**
UNIT PROFIT (SUBSIDY):	**$(1.14)**	**TOTAL PROFIT (SUBSIDY):**	**$(570)**
TOTAL UNITS:	**500**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

First 5 copies - No Charge
Each additional copy - $0.20 per copy
FPPC Copies - $0.10 per copy

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
COPY SERVICE	**AD-005**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**500**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
CITY CLERK	RECORDS TECH		0.01	$1.14	500	$570
		TYPE SUBTOTAL	**0.01**	**$1.14**		**$570**
		TOTALS	**0.01**	**$1.14**		**$570**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
DOCUMENT CERTIFICATION	**AD-006**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
CITY CLERK	DOCUMENT	Resident/Non-Resident

DESCRIPTION OF SERVICE

Certifying the authenticity of a City document on request.

CURRENT FEE STRUCTURE

$4 per document

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$4.00**	**TOTAL REVENUE:**	**$240**
UNIT COST:	**$4.20**	**TOTAL COST:**	**$252**
UNIT PROFIT (SUBSIDY):	**$(0.20)**	**TOTAL PROFIT (SUBSIDY):**	**$(12)**
TOTAL UNITS:	**60**	**PCT. COST RECOVERY:**	**95.24%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$4 per document

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
DOCUMENT CERTIFICATION	**AD-006**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**60**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
CITY CLERK	DEP CITY CLERK 2		0.03	$4.20	60	$252
		TYPE SUBTOTAL	**0.03**	**$4.20**		**$252**
		TOTALS	**0.03**	**$4.20**		**$252**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
VIDEO/AUDIO COPYING	**AD-007**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
CITY CLERK	TAPE/DISK	Resident/Non-Resident

DESCRIPTION OF SERVICE

Providing video or audio copies of such records on request.

CURRENT FEE STRUCTURE

$11 per tape/disk

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$11.00**	**TOTAL REVENUE:**	**$132**
UNIT COST:	**$4.17**	**TOTAL COST:**	**$50**
UNIT PROFIT (SUBSIDY):	**$6.83**	**TOTAL PROFIT (SUBSIDY):**	**$82**
TOTAL UNITS:	**12**	**PCT. COST RECOVERY:**	**264.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$11 per tape/disk

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
VIDEO/AUDIO COPYING	**AD-007**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**12**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
CITY CLERK	DEP CITY CLERK 2		0.03	$4.20	12	$50
		TYPE SUBTOTAL	**0.03**	**$4.20**		**$50**
		TOTALS	**0.03**	**$4.17**		**$50**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
INITIATIVE PROCESSING	**AD-008**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
CITY CLERK	APPLICATION	Resident

DESCRIPTION OF SERVICE

Processing a notice of intent with the elections official of the City to propose a City Initiative.

CURRENT FEE STRUCTURE

$200 per application

Fee is to be refunded to the filer if, within one year of the date of filing the notice of intent, the elections official certifies the sufficiency of the petition.

This is the maximum allowed under State law.

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$200.00**	**TOTAL REVENUE:**	**$200**
UNIT COST:	**$2,801.00**	**TOTAL COST:**	**$2,801**
UNIT PROFIT (SUBSIDY):	**$(2,601.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(2,601)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**7.14%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$200 per application

Fee is to be refunded to the filer if, within one year of the date of filing the notice of intent, the elections official certifies the sufficiency of the petition.

This is the maximum allowed under State law.

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
INITIATIVE PROCESSING	**AD-008**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
CITY CLERK	DEP CITY CLERK 2		20.00	$2,801.20	1	$2,801
		TYPE SUBTOTAL	**20.00**	**$2,801.20**		**$2,801**
		TOTALS	**20.00**	**$2,801.00**		**$2,801**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
GRAPHIC DESIGN/VIDEO PROD. SERVICES	**AD-010**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
COMMUNICATIONS	N/A	Comm. Group

DESCRIPTION OF SERVICE

Providing graphic design and video production services to community groups on request.

CURRENT FEE STRUCTURE

None

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$148,116.00**	**TOTAL COST:**	**$148,116**
UNIT PROFIT (SUBSIDY):	**$(148,116.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(148,116)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Charge the fully allocated hourly rates for all personnel used.

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
GRAPHIC DESIGN/VIDEO PROD. SERVICES	**AD-010**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
COMMUNICATIONS	COMP GRAPHICS DESIGNER	10%	166.80	$19,505.59	1	$19,506
COMMUNICATIONS	MEDIA SUPERVISOR	25%	417.00	$54,501.90	1	$54,502
MEDIA	OVERTIME	25%	500.00	$4,190.00	1	$4,190
MEDIA	SR VIDEO TECH II - PT	25% Of $28,391	319.00	$13,815.89	1	$13,816
MEDIA	SR VIDEO TECH II - PT BEN	25% Of $28,827	293.75	$15,771.44	1	$15,771
MEDIA	SR VIDEO TECH - PT	25% Of $31,352	435.00	$15,255.45	1	$15,255
MEDIA	SR VIDEO TECH - PT BEN	25% Of $842	12.25	$460.97	1	$461
MEDIA	TEMP EMPLOYEES	25% Of $50,588	733.25	$24,615.20	1	$24,615
		TYPE SUBTOTAL	**2,877.05**	**$148,116.44**		**$148,116**
		TOTALS	**2,877.05**	**$148,116.00**		**$148,116**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
BUILDING PLAN CHECK SERVICES	**BL-001**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
BUILDING SAFETY	PLAN	Developer/Resident/Business

DESCRIPTION OF SERVICE

Check building and construction plans to determine compliance with City codes and standards.

CURRENT FEE STRUCTURE

See Appendix C of this Report

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$681.79**	**TOTAL REVENUE:**	**$1,356,075**
UNIT COST:	**$816.19**	**TOTAL COST:**	**$1,623,402**
UNIT PROFIT (SUBSIDY):	**$(134.40)**	**TOTAL PROFIT (SUBSIDY):**	**$(267,327)**
TOTAL UNITS:	**1,989**	**PCT. COST RECOVERY:**	**83.53%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

See Appendix C of this Report

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
BUILDING PLAN CHECK SERVICES	**BL-001**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1,989**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
COMM. DEVELOPMENT	ASSISTANT PLANNER	875 Hr/Yr	0.44	$66.53	1,989	$132,328
COMM. DEVELOPMENT	PRINCIPAL PLANNER	375 Hr/Yr	0.19	$48.29	1,989	$96,049
COMM. DEVELOPMENT	PLANNING TECH	750 Hr/Yr	0.38	$43.26	1,989	$86,044
BUILDING SAFETY	PLAN CHECK ENGINEER	100% Of 2	1.68	$328.03	1,989	$652,452
BUILDING SAFETY		Contract Costs	0.00	$145.80	1,989	$289,996
ENGINEERING	SR CIVIL ENGINEER	5 Hr/Day	0.55	$102.35	1,989	$203,574
POLICE ADMIN		PD Consultant	0.00	$0.40	1,989	$796
FIRE PREVENTION	FIRE MARSHAL	15%	0.13	$30.39	1,989	$60,446
FIRE PREVENTION	FIRE PREV SPEC	5% Of 2	0.08	$14.79	1,989	$29,417
FIRE PREVENTION		Contract Services	0.00	$25.46	1,989	$50,640
WATER OPS	WATER MAINT LEADWORKER	156 Hr/Yr	0.08	$10.89	1,989	$21,660
		TYPE SUBTOTAL	**3.52**	**$816.19**		**$1,623,402**
		TOTALS	**3.52**	**$816.19**		**$1,623,402**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
BUILDING INSPECTION SERVICES	**BL-002**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
BUILDING SAFETY	PERMIT	Developer/Resident/Business

DESCRIPTION OF SERVICE

Inspection of building construction to determine compliance with City codes and standards.

CURRENT FEE STRUCTURE

See Appendix C of this Report

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$441.83**	**TOTAL REVENUE:**	**$1,496,472**
UNIT COST:	**$468.44**	**TOTAL COST:**	**$1,586,606**
UNIT PROFIT (SUBSIDY):	**$(26.61)**	**TOTAL PROFIT (SUBSIDY):**	**$(90,134)**
TOTAL UNITS:	**3,387**	**PCT. COST RECOVERY:**	**94.32%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

See Appendix C of this Report

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
BUILDING INSPECTION SERVICES	**BL-002**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**3,387**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
BUILDING SAFETY	BLDG INSP 1	100% Of 1	0.49	$73.72	3,387	$249,690
BUILDING SAFETY	CODE COMPLIANCE INSP	100% Of 1	0.49	$85.43	3,387	$289,351
BUILDING SAFETY	LIC PRMT SPEC 1	100% Of 2	0.98	$100.61	3,387	$340,766
BUILDING SAFETY	SR BLDG INSP	100% Of 1	0.98	$208.68	3,387	$706,799
BUILDING SAFETY		Contract Costs	0.00	$0.00	3,387	$0
		TYPE SUBTOTAL	**2.94**	**$468.44**		**$1,586,606**
		TOTALS	**2.94**	**$468.44**		**$1,586,606**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
MAP/PLAN/FILE SCANNING SERVICES	**BL-003**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
BUILDING SAFETY	SHEET	Developer/Resident/Business

DESCRIPTION OF SERVICE

Scanning of maps, plans, or files.

CURRENT FEE STRUCTURE

$2 per sheet - 8 1/2" x 11"
$2 per sheet - larger

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$0.00**	**TOTAL COST:**	**$0**
UNIT PROFIT (SUBSIDY):	**$0.00**	**TOTAL PROFIT (SUBSIDY):**	**$0**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$2 per sheet - 8 1/2" x 11"
$2 per sheet - larger

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
MAP/PLAN/FILE SCANNING SERVICES	**BL-003**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
			0.00	$0.00	0	$0
		TYPE SUBTOTAL	**0.00**	**$0.00**		**$0**
		TOTALS	**0.00**	**$0.00**		**$0**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
DRAINAGE STUDY REVIEW	**BL-004**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
BUILDING	STUDY	Developer

DESCRIPTION OF SERVICE

Review of a drainage study to determine compliance with City codes and standards, as well as NPDES requirements.

CURRENT FEE STRUCTURE

Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside or contract costs.

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$0.00**	**TOTAL COST:**	**$0**
UNIT PROFIT (SUBSIDY):	**$0.00**	**TOTAL PROFIT (SUBSIDY):**	**$0**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside or contract costs.

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
DRAINAGE STUDY REVIEW	**BL-004**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
			0.00	$0.00	0	$0
		TYPE SUBTOTAL	**0.00**	**$0.00**		**$0**
		TOTALS	**0.00**	**$0.00**		**$0**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
ENCROACHMENT PERMIT	**EN-001**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
ENGINEERING	PERMIT	Developer/Resident/Business

DESCRIPTION OF SERVICE

Review of physical encroachments of private uses into the public right-of-way which require a site inspection.

CURRENT FEE STRUCTURE

Permit Issuance - $140
Inspection $4 per linear foot with a minimum of $165 per location
Plan Review - $3 per linear foot with a minimum of $110 per location
USA - $1 per linear foot of excavation/trench with a minimum of $50

plus performance bond at a level determined by City staff

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$415.00**	**TOTAL REVENUE:**	**$145,250**
UNIT COST:	**$454.92**	**TOTAL COST:**	**$159,222**
UNIT PROFIT (SUBSIDY):	**$(39.92)**	**TOTAL PROFIT (SUBSIDY):**	**$(13,972)**
TOTAL UNITS:	**350**	**PCT. COST RECOVERY:**	**91.22%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Permit Issuance - $155
Inspection $3.50 per linear foot with a minimum of $165 per location
Plan Review - $2.50 per linear foot with a minimum of $110 per location
USA - $0.50 per linear foot of excavation/trench with a minimum of $50

plus performance bond at a level determined by City staff

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
ENCROACHMENT PERMIT	**EN-001**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**350**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
ENGINEERING	ENGINEERING TECH	Issuance	1.25	$155.49	350	$54,422
ENGINEERING	ENGINEERING TECH	Review - 50 LF	1.00	$124.39	350	$43,537
ENGINEERING	PW INSPECTOR	Inspection - 50 LF	2.00	$175.04	350	$61,264
		TYPE SUBTOTAL	**4.25**	**$454.92**		**$159,222**
		TOTALS	**4.25**	**$454.92**		**$159,222**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
LONG TERM ENCROACHMENT AGREEMENT	**EN-004**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
ENGINEERING	AGREEMENT	Developer/Resident/Business

DESCRIPTION OF SERVICE

Review of an agreement to grant a long term encroachment license into the future.

CURRENT FEE STRUCTURE

Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside or contract costs.

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$112.50**	**TOTAL REVENUE:**	**$2,250**
UNIT COST:	**$132.10**	**TOTAL COST:**	**$2,642**
UNIT PROFIT (SUBSIDY):	**$(19.60)**	**TOTAL PROFIT (SUBSIDY):**	**$(392)**
TOTAL UNITS:	**20**	**PCT. COST RECOVERY:**	**85.16%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside or contract costs.

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CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
LONG TERM ENCROACHMENT AGREEMENT	**EN-004**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**20**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
ENGINEERING	ENGINEERING TECH		0.83	$103.24	20	$2,065
ENGINEERING	PW INSPECTOR		0.33	$28.88	20	$578
		TYPE SUBTOTAL	**1.16**	**$132.12**		**$2,642**
		TOTALS	**1.16**	**$132.10**		**$2,642**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
TRAFFIC CONTROL PLAN REVIEW	**EN-005**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
ENGINEERING	PLAN	Developer/Business

DESCRIPTION OF SERVICE

Review of traffic control plans for work performed in the public right-of-way when required.

CURRENT FEE STRUCTURE

Minor - $172 per application
Arterial Lane Closure - $969 per application
Major Arterial Closure - $2,306 per application or deposit with charges at actual costs as determined by staff

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$1,077.00**	**TOTAL REVENUE:**	**$5,385**
UNIT COST:	**$1,189.80**	**TOTAL COST:**	**$5,949**
UNIT PROFIT (SUBSIDY):	**$(112.80)**	**TOTAL PROFIT (SUBSIDY):**	**$(564)**
TOTAL UNITS:	**5**	**PCT. COST RECOVERY:**	**90.52%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Minor - $185 per application
Arterial Lane Closure - $1,085 per application
Major Arterial Closure - $2,510 per application or deposit with charges at actual costs as determined by staff

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
TRAFFIC CONTROL PLAN REVIEW	**EN-005**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**5**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
ENGINEERING	ENGINEERING TECH	Minor	1.50	$186.59	1	$187
		TYPE SUBTOTAL	**1.50**	**$186.59**		**$187**
ENGINEERING	ENGINEERING TECH	Arterial Lane Close	5.00	$621.95	3	$1,866
ENGINEERING	SR CIVIL ENGINEER	Arterial Lane Close	1.00	$185.06	3	$555
STREET SVCS	STREET MAINT SUPV	Arterial Lane Close	1.00	$153.70	3	$461
CRIME INVESTIGATION	POLICE SERGEANT	Arterial Lane Close	0.50	$122.63	3	$368
		TYPE SUBTOTAL	**7.50**	**$1,083.34**		**$3,250**
ENGINEERING	ENGINEERING TECH	Major Arterial Close	15.00	$1,865.85	1	$1,866
ENGINEERING	SR CIVIL ENGINEER	Major Arterial Close	2.00	$370.12	1	$370
STREET SVCS	STREET MAINT SUPV	Major Arterial Close	1.00	$153.70	1	$154
CRIME INVESTIGATION	POLICE SERGEANT	Maor Arterial Close	0.50	$122.63	1	$123
		TYPE SUBTOTAL	**18.50**	**$2,512.30**		**$2,512**
		TOTALS	**27.50**	**$1,189.80**		**$5,949**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
TRAFFIC CONTROL INSPECTION	**EN-006**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
ENGINEERING	INSPECTION	Developer/Business

DESCRIPTION OF SERVICE

Inspection of traffic control measures for work performed in the public right-of-way when required.

CURRENT FEE STRUCTURE

Permit Issuance - $59
Inspection:
First Day - $177
Each Additional Day - $43

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$1,096.00**	**TOTAL REVENUE:**	**$5,480**
UNIT COST:	**$1,112.40**	**TOTAL COST:**	**$5,562**
UNIT PROFIT (SUBSIDY):	**$(16.40)**	**TOTAL PROFIT (SUBSIDY):**	**$(82)**
TOTAL UNITS:	**5**	**PCT. COST RECOVERY:**	**98.53%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Permit Issuance - $60
Inspection:
First Day - $175
Each Additional Day - $45

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CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
TRAFFIC CONTROL INSPECTION	**EN-006**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**5**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
ENGINEERING	ENGINEERING TECH	Issuance	0.50	$62.20	5	$311
ENGINEERING	PW INSPECTOR	1st Day Inspection	2.00	$175.04	5	$875
		TYPE SUBTOTAL	**2.50**	**$237.24**		**$1,186**
ENGINEERING	PW INSPECTOR	Each Add'l Day Insp	0.50	$43.76	100	$4,376
		TYPE SUBTOTAL	**0.50**	**$43.76**		**$4,376**
		TOTALS	**3.00**	**$1,112.40**		**$5,562**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
NEWSRACK PERMIT	**EN-007**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
ENGINEERING	NEWSRACK	Business

DESCRIPTION OF SERVICE

Review of a new newsrack to insure that the site and placement of the newsrack is appropriate under City codes and standards.

CURRENT FEE STRUCTURE

New - $124 per newsrack
Annual Renewal - $54 per newsrack

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$54.35**	**TOTAL REVENUE:**	**$10,924**
UNIT COST:	**$48.54**	**TOTAL COST:**	**$9,757**
UNIT PROFIT (SUBSIDY):	**$5.81**	**TOTAL PROFIT (SUBSIDY):**	**$1,167**
TOTAL UNITS:	**201**	**PCT. COST RECOVERY:**	**111.96%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

New - $135 per newsrack
Annual Renewal - $50 per newsrack

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CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
NEWSRACK PERMIT	**EN-007**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**201**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
ENGINEERING	ENGINEERING TECH	New	0.25	$31.10	1	$31
ENGINEERING	PW INSPECTOR	New	0.33	$28.88	1	$29
SOLID WASTE RECYCLI	SR MGMT ANALYST	New	0.25	$35.55	1	$36
PUBLIC WORKS ADMIN	PUBLIC WORKS DIRECTOR	New	0.17	$37.05	1	$37
		TYPE SUBTOTAL	**1.00**	**$132.58**		**$133**
ENGINEERING	ENGINEERING TECH	Renewal	0.13	$16.17	200	$3,234
ENGINEERING	PW INSPECTOR	Renewal	0.17	$14.88	200	$2,976
SOLID WASTE RECYCLI	SR MGMT ANALYST	Renewal	0.12	$17.07	200	$3,414
		TYPE SUBTOTAL	**0.42**	**$48.12**		**$9,624**
		TOTALS	**1.42**	**$48.54**		**$9,757**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
NEWSRACK IMPOUNDMENT	**EN-008**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
ENGINEERING	NEWSRACK	Business

DESCRIPTION OF SERVICE

Impoundment of an improperly placed or non-permitted newsrack.

CURRENT FEE STRUCTURE

$97 per newsrack + $6 per day for storage

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$97.00**	**TOTAL REVENUE:**	**$97**
UNIT COST:	**$91.00**	**TOTAL COST:**	**$91**
UNIT PROFIT (SUBSIDY):	**$6.00**	**TOTAL PROFIT (SUBSIDY):**	**$6**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**106.59%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$90 per newsrack + $6 per day for storage

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CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
NEWSRACK IMPOUNDMENT	**EN-008**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
ENGINEERING	PW INSPECTOR		0.50	$43.76	1	$44
SOLID WASTE RECYCLI	SR MGMT ANALYST		0.33	$46.93	1	$47
		TYPE SUBTOTAL	**0.83**	**$90.69**		**$91**
		TOTALS	**0.83**	**$91.00**		**$91**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
FINAL MAP CHECK	**EN-009**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
ENGINEERING	MAP	Developer

DESCRIPTION OF SERVICE

Review of a final map for conformance with the Subdivision Map Act and with City codes and standards.

CURRENT FEE STRUCTURE

1-9 lots - $1,391 per map plus actual costs for contract surveyor
10+ lots - Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside or contract costs.

(Any County procesing fees are paid directly to the County by the applicant)

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$1,391.00**	**TOTAL REVENUE:**	**$8,346**
UNIT COST:	**$2,980.17**	**TOTAL COST:**	**$17,881**
UNIT PROFIT (SUBSIDY):	**$(1,589.17)**	**TOTAL PROFIT (SUBSIDY):**	**$(9,535)**
TOTAL UNITS:	**6**	**PCT. COST RECOVERY:**	**46.68%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

1-9 lots - $2,980 per map plus $1,500 deposit with charges at actual costs for contract surveyor
10+ lots - Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside or contract costs.

(Any County procesing fees are paid directly to the County by the applicant)

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
FINAL MAP CHECK	**EN-009**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**6**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
COMM. DEVELOPMENT	PLANNING MANAGER		0.50	$136.51	6	$819
P&BS ADMIN	DIR OF PLANNING & BLDG SA		0.25	$67.99	6	$408
ENGINEERING	CITY ENGINEER		5.00	$1,170.80	6	$7,025
ENGINEERING	ENGINEERING TECH		1.00	$124.39	6	$746
ENGINEERING	SR CIVIL ENGINEER	Plus Surveyor	8.00	$1,480.48	6	$8,883
		TYPE SUBTOTAL	**14.75**	**$2,980.17**		**$17,881**
		TOTALS	**14.75**	**$2,980.17**		**$17,881**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
FINAL MAP AMENDMENT	**EN-010**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
ENGINEERING	APPLICATION	Developer

DESCRIPTION OF SERVICE

Review of a proposed amendment to an already approved and recorded final parcel or tract map.

CURRENT FEE STRUCTURE

$557 per application plus actual costs for contract surveyor

(Any County procesing fees are paid directly to the County by the applicant)

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$557.00**	**TOTAL REVENUE:**	**$557**
UNIT COST:	**$1,752.00**	**TOTAL COST:**	**$1,752**
UNIT PROFIT (SUBSIDY):	**$(1,195.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(1,195)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**31.79%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$1,750 per application plus $1,500 deposit with actual costs for contract surveyor

(Any County procesing fees are paid directly to the County by the applicant)

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
FINAL MAP AMENDMENT	**EN-010**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
ENGINEERING	CITY ENGINEER		3.00	$702.48	1	$702
ENGINEERING	ENGINEERING TECH		1.00	$124.39	1	$124
ENGINEERING	SR CIVIL ENGINEER	Plus Surveyor	5.00	$925.30	1	$925
		TYPE SUBTOTAL	**9.00**	**$1,752.17**		**$1,752**
		TOTALS	**9.00**	**$1,752.00**		**$1,752**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
PUBLIC IMPROVEMENT PLAN CHECK	**EN-011**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
ENGINEERING	PLAN	Developer

DESCRIPTION OF SERVICE

Review of the plans for any addition to the City's infrastructure by a private party.

CURRENT FEE STRUCTURE

Percent of Construction Valuation:
$0-$100,000 - 3%
$100,001-$500,000 - 2% of the construction value over $100,000
$500,001+ - 1% of the construction value over $500,000

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$5,500.00**	**TOTAL REVENUE:**	**$44,000**
UNIT COST:	**$5,586.50**	**TOTAL COST:**	**$44,692**
UNIT PROFIT (SUBSIDY):	**$(86.50)**	**TOTAL PROFIT (SUBSIDY):**	**$(692)**
TOTAL UNITS:	**8**	**PCT. COST RECOVERY:**	**98.45%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Percent of Construction Valuation:
$0-$100,000 - 3%
$100,001-$500,000 - 2% of the construction value over $100,000
$500,001+ - 1% of the construction value over $500,000

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
PUBLIC IMPROVEMENT PLAN CHECK	**EN-011**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**8**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
ENGINEERING	SR CIVIL ENGINEER	<$100K	12.00	$2,220.72	1	$2,221
		TYPE SUBTOTAL	**12.00**	**$2,220.72**		**$2,221**
ENGINEERING	SR CIVIL ENGINEER	$100K - $500K	18.00	$3,331.08	5	$16,655
		TYPE SUBTOTAL	**18.00**	**$3,331.08**		**$16,655**
ENGINEERING	SR CIVIL ENGINEER	$500K - $1 Mil	22.50	$4,163.85	5	$20,819
		TYPE SUBTOTAL	**22.50**	**$4,163.85**		**$20,819**
ENGINEERING	SR CIVIL ENGINEER	$1 Mil+	27.00	$4,996.62	1	$4,997
		TYPE SUBTOTAL	**27.00**	**$4,996.62**		**$4,997**
		TOTALS	**79.50**	**$5,586.50**		**$44,692**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
RECORD OF SURVEY PLAN CHECK	**EN-014**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
ENGINEERING	PLAN	Developer

DESCRIPTION OF SERVICE

Review a record of survey plan submitted through the County to insure that it meets all appropriate City requirements.

CURRENT FEE STRUCTURE

$175 per plan plus actual costs for contract surveyor

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$188.00**	**TOTAL REVENUE:**	**$376**
UNIT COST:	**$185.00**	**TOTAL COST:**	**$370**
UNIT PROFIT (SUBSIDY):	**$3.00**	**TOTAL PROFIT (SUBSIDY):**	**$6**
TOTAL UNITS:	**2**	**PCT. COST RECOVERY:**	**101.62%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$185 per plan plus $1,500 deposit with actual costs for contract surveyor

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
RECORD OF SURVEY PLAN CHECK	**EN-014**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**2**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
ENGINEERING	SR CIVIL ENGINEER	Plus Surveyor	1.00	$185.06	2	$370
		TYPE SUBTOTAL	**1.00**	**$185.06**		**$370**
		TOTALS	**1.00**	**$185.00**		**$370**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
EASEMENT PROCESSING	**EN-015**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
ENGINEERING	APPLICATION	Developer

DESCRIPTION OF SERVICE

Review of the creation of a new easement for dedication and recordation purposes.

CURRENT FEE STRUCTURE

Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside or contract costs.

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$0.00**	**TOTAL COST:**	**$0**
UNIT PROFIT (SUBSIDY):	**$0.00**	**TOTAL PROFIT (SUBSIDY):**	**$0**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside or contract costs.

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
EASEMENT PROCESSING	**EN-015**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
ENGINEERING	SR CIVIL ENGINEER	Deposit	0.00	$0.00	1	$0
		TYPE SUBTOTAL	**0.00**	**$0.00**		**$0**
		TOTALS	**0.00**	**$0.00**		**$0**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
MINOR PLAN CHECK REVISION	**EN-018**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
ENGINEERING	SHEET	Developer/Rsident/Business

DESCRIPTION OF SERVICE

Review of a minor revision to an already approved engineering plan or map.

CURRENT FEE STRUCTURE

$375 per sheet

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$375.00**	**TOTAL REVENUE:**	**$18,750**
UNIT COST:	**$370.12**	**TOTAL COST:**	**$18,506**
UNIT PROFIT (SUBSIDY):	**$4.88**	**TOTAL PROFIT (SUBSIDY):**	**$244**
TOTAL UNITS:	**50**	**PCT. COST RECOVERY:**	**101.32%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$375 per sheet

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
MINOR PLAN CHECK REVISION	**EN-018**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**50**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
ENGINEERING	SR CIVIL ENGINEER		2.00	$370.12	50	$18,506
		TYPE SUBTOTAL	**2.00**	**$370.12**		**$18,506**
		TOTALS	**2.00**	**$370.12**		**$18,506**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
STREET NAME CHANGE	**EN-019**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
ENGINEERING	APPLICATION	Developer/Resident/Business

DESCRIPTION OF SERVICE

Review of a request to change the name of a City street.

CURRENT FEE STRUCTURE

Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside or contract costs.

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$0.00**	**TOTAL COST:**	**$0**
UNIT PROFIT (SUBSIDY):	**$0.00**	**TOTAL PROFIT (SUBSIDY):**	**$0**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside or contract costs.

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
STREET NAME CHANGE	**EN-019**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
			0.00	$0.00	0	$0
		TYPE SUBTOTAL	**0.00**	**$0.00**		**$0**
		TOTALS	**0.00**	**$0.00**		**$0**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
ALLEY/STREET VACATION REVIEW	**EN-020**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
ENGINEERING	APPLICATION	Developer

DESCRIPTION OF SERVICE

Review and provide a report and opinion on the advisability of abandoning all or a portion of public right-of-way.

CURRENT FEE STRUCTURE

Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside or contract costs.

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$0.00**	**TOTAL COST:**	**$0**
UNIT PROFIT (SUBSIDY):	**$0.00**	**TOTAL PROFIT (SUBSIDY):**	**$0**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside or contract costs.

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
ALLEY/STREET VACATION REVIEW	**EN-020**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
ENGINEERING	SR CIVIL ENGINEER	Deposit	0.00	$0.00	1	$0
		TYPE SUBTOTAL	**0.00**	**$0.00**		**$0**
		TOTALS	**0.00**	**$0.00**		**$0**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
ASSESS. DISTRICT FORMATION RESEARCH	**EN-021**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
ENGINEERING	HOUR	Developer

DESCRIPTION OF SERVICE

Review a request to determine the feasibility of establishing an assessment district.

CURRENT FEE STRUCTURE

Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside or contract costs.

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$0.00**	**TOTAL COST:**	**$0**
UNIT PROFIT (SUBSIDY):	**$0.00**	**TOTAL PROFIT (SUBSIDY):**	**$0**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside or contract costs.

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
ASSESS. DISTRICT FORMATION RESEARCH	**EN-021**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
ENGINEERING	SR CIVIL ENGINEER	Deposit	0.00	$0.00	1	$0
		TYPE SUBTOTAL	**0.00**	**$0.00**		**$0**
		TOTALS	**0.00**	**$0.00**		**$0**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
CITY PROPERTY ACQUISITON PROC.	**EN-022**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
ENGINEERING	LOCATION	Developer

DESCRIPTION OF SERVICE

Review a request to acquire any parcel owned by the City, which includes preparing a staff report with recommendations to the City Council.

CURRENT FEE STRUCTURE

Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside or contract costs.

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$0.00**	**TOTAL COST:**	**$0**
UNIT PROFIT (SUBSIDY):	**$0.00**	**TOTAL PROFIT (SUBSIDY):**	**$0**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside or contract costs.

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
CITY PROPERTY ACQUISITON PROC.	**EN-022**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
ENGINEERING	SR CIVIL ENGINEER	Deposit	0.00	$0.00	1	$0
		TYPE SUBTOTAL	**0.00**	**$0.00**		**$0**
		TOTALS	**0.00**	**$0.00**		**$0**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
WIDE & OVERLOAD PERMIT	**EN-023**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
ENGINEERING	PERMIT	Business

DESCRIPTION OF SERVICE

Reviewing the proposed route, vehicle, and cost of potential damage done by a vehicle that exceeds the allowable weight, height, or width limits for general travel on City streets.

CURRENT FEE STRUCTURE

Daily - $16 per permit
Annual - $90 per permit

Fees are set by State Law.

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$16.00**	**TOTAL REVENUE:**	**$9,600**
UNIT COST:	**$21.15**	**TOTAL COST:**	**$12,690**
UNIT PROFIT (SUBSIDY):	**$(5.15)**	**TOTAL PROFIT (SUBSIDY):**	**$(3,090)**
TOTAL UNITS:	**600**	**PCT. COST RECOVERY:**	**75.65%**

SUGGESTED FEE FOR COST RECOVERY OF: 75%

Daily - $16 per permit
Annual - $90 per permit

Fees are set by State Law.

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
WIDE & OVERLOAD PERMIT	**EN-023**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**600**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
ENGINEERING	ENGINEERING TECH		0.17	$21.15	600	$12,690
		TYPE SUBTOTAL	**0.17**	**$21.15**		**$12,690**
		TOTALS	**0.17**	**$21.15**		**$12,690**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
NEW INDUSTRIAL WASTE PERMIT/INSPECT	**EN-025**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
ENGINEERING	PERMIT	Business

DESCRIPTION OF SERVICE

Review and inspection of new industrial waste uses within the City to determine compliance with City and State codes and standards.

CURRENT FEE STRUCTURE

New Permit Application: Sewer - $364 Off-Site - $364 On-Site - $685
New Sewer Plan: 1/2 - $444 3/4 - $605 5/6 - $926
New On-Site Plan: 1/2 - $551 3/4 - $749 5/6 - $1,150
New Off-Site Plan: 1/2 - $481 3/4 - $653 5/6 - $1,006
Closure Inspection - $845
Wastewater Sampling - $525 plus actual lab costs
Site Remediation - Actual Costs
Special Inspection and Off-Hours Inspection - Actual Costs
Additional Plan Review - Actual Costs

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$667.71**	**TOTAL REVENUE:**	**$9,348**
UNIT COST:	**$624.07**	**TOTAL COST:**	**$8,737**
UNIT PROFIT (SUBSIDY):	**$43.64**	**TOTAL PROFIT (SUBSIDY):**	**$611**
TOTAL UNITS:	**14**	**PCT. COST RECOVERY:**	**106.99%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

New Permit Application: Sewer - $364 Off-Site - $364 On-Site - $685
New Sewer Plan: 1/2 - $444 3/4 - $605 5/6 - $926
New On-Site Plan: 1/2 - $551 3/4 - $749 5/6 - $1,150
New Off-Site Plan: 1/2 - $481 3/4 - $653 5/6 - $1,006
Closure Inspection - $845
Wastewater Sampling - $525 plus actual lab costs
Site Remediation - Actual Costs
Special Inspection and Off-Hours Inspection - Actual Costs
Additional Plan Review - Actual Costs

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
NEW INDUSTRIAL WASTE PERMIT/INSPECT	**EN-025**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**14**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
ENGINEERING	SR ENGINEERING ASSOC		0.25	$39.17	14	$548
		TYPE SUBTOTAL	**0.25**	**$39.17**		**$548**
ENGINEERING		New Sewer 2 Hr	0.00	$300.00	1	$300
		TYPE SUBTOTAL	**0.00**	**$300.00**		**$300**
ENGINEERING		New Off-Site 2 Hr	0.00	$300.00	1	$300
		TYPE SUBTOTAL	**0.00**	**$300.00**		**$300**
ENGINEERING		New On-Site 4 Hr	0.00	$600.00	1	$600
		TYPE SUBTOTAL	**0.00**	**$600.00**		**$600**
ENGINEERING		New Sewer PC 1/2	0.00	$375.00	1	$375
		TYPE SUBTOTAL	**0.00**	**$375.00**		**$375**
ENGINEERING		New Sewer PC 3/4	0.00	$525.00	1	$525
		TYPE SUBTOTAL	**0.00**	**$525.00**		**$525**
ENGINEERING		New Sewer PC 5/6	0.00	$825.00	1	$825
		TYPE SUBTOTAL	**0.00**	**$825.00**		**$825**
ENGINEERING		New On-Site PC 1/2	0.00	$475.50	1	$476
		TYPE SUBTOTAL	**0.00**	**$475.50**		**$476**
ENGINEERING		New On-Site PC 3/4	0.00	$663.00	1	$663
		TYPE SUBTOTAL	**0.00**	**$663.00**		**$663**
ENGINEERING		New On-Site PC 5/6	0.00	$1,038.00	1	$1,038
		TYPE SUBTOTAL	**0.00**	**$1,038.00**		**$1,038**
ENGINEERING		New Off-Site PC 1/2	0.00	$412.50	1	$413

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The costs shown on the facing page are
a continued listing of costs listed on
the page immediately preceding.

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
NEW INDUSTRIAL WASTE PERMIT/INSPECT	**EN-025**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**14**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
		TYPE SUBTOTAL	**0.00**	**$412.50**		**$413**
ENGINEERING		New Off-Site PC 3/4	0.00	$574.50	1	$575
		TYPE SUBTOTAL	**0.00**	**$574.50**		**$575**
ENGINEERING		New Off-Site PC 5/6	0.00	$900.00	1	$900
		TYPE SUBTOTAL	**0.00**	**$900.00**		**$900**
ENGINEERING		Closure Inspection	0.00	$750.00	1	$750
		TYPE SUBTOTAL	**0.00**	**$750.00**		**$750**
ENGINEERING		3 Hr WW Sampling	0.00	$450.00	1	$450
		TYPE SUBTOTAL	**0.00**	**$450.00**		**$450**
		TOTALS	**0.25**	**$624.07**		**$8,737**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
REVISED INDUSTRIAL WASTE PERMIT/INS	**EN-026**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
ENGINEERING	PERMIT	Business

DESCRIPTION OF SERVICE

Review and inspection of revisions to new industrial waste uses within the City to determine compliance with City and State codes and standards.

CURRENT FEE STRUCTURE

Revise Permit Application - $203
Revise Sewer Plan:
1/2 - $347 3/4 - $471 5/6 - $711
Revise On-Site Plan:
1/2 - $428 3/4 - $577 5/6 - $872
Revise Off-Site Plan:
1/2 - $347 3/4 - $471 5/6 - $711

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$513.80**	**TOTAL REVENUE:**	**$5,138**
UNIT COST:	**$480.80**	**TOTAL COST:**	**$4,808**
UNIT PROFIT (SUBSIDY):	**$33.00**	**TOTAL PROFIT (SUBSIDY):**	**$330**
TOTAL UNITS:	**10**	**PCT. COST RECOVERY:**	**106.86%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Revise Permit Application - $203
Revise Sewer Plan:
1/2 - $347 3/4 - $471 5/6 - $711
Revise On-Site Plan:
1/2 - $428 3/4 - $577 5/6 - $872
Revise Off-Site Plan:
1/2 - $347 3/4 - $471 5/6 - $711

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
REVISED INDUSTRIAL WASTE PERMIT/INS	**EN-026**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**10**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
ENGINEERING	SR ENGINEERING ASSOC		0.25	$39.17	10	$392
		TYPE SUBTOTAL	**0.25**	**$39.17**		**$392**
ENGINEERING		Permit Revision	0.00	$150.00	1	$150
		TYPE SUBTOTAL	**0.00**	**$150.00**		**$150**
ENGINEERING		Sewer Plan Revis 1/2	0.00	$288.00	1	$288
		TYPE SUBTOTAL	**0.00**	**$288.00**		**$288**
ENGINEERING		Sewer Plan Revis 3/4	0.00	$400.50	1	$401
		TYPE SUBTOTAL	**0.00**	**$400.50**		**$401**
ENGINEERING		Sewer Plan Revis 5/6	0.00	$625.50	1	$626
		TYPE SUBTOTAL	**0.00**	**$625.50**		**$626**
ENGINEERING		On-Site Pl Revis 1/2	0.00	$363.00	1	$363
		TYPE SUBTOTAL	**0.00**	**$363.00**		**$363**
ENGINEERING		On-Site Pl Revis 3/4	0.00	$499.50	1	$500
		TYPE SUBTOTAL	**0.00**	**$499.50**		**$500**
ENGINEERING		On-Site Pl Revis 5/6	0.00	$775.50	1	$776
		TYPE SUBTOTAL	**0.00**	**$775.50**		**$776**
ENGINEERING		Off-Site Pl Rvis 1/2	0.00	$288.00	1	$288
		TYPE SUBTOTAL	**0.00**	**$288.00**		**$288**
ENGINEERING		Off-Site Pl Rvis 3/4	0.00	$400.50	1	$401
		TYPE SUBTOTAL	**0.00**	**$400.50**		**$401**
ENGINEERING		Off-Site Pl Rvis 5/6	0.00	$625.50	1	$626

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The costs shown on the facing page are
a continued listing of costs listed on
the page immediately preceding.

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
REVISED INDUSTRIAL WASTE PERMIT/INS	**EN-026**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**10**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
		TYPE SUBTOTAL	**0.00**	**$625.50**		**$626**
		TOTALS	**0.25**	**$480.80**		**$4,808**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
INDUSTRIAL WASTE ANNUAL INSPECTION	**EN-027**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
ENGINEERING	INSPECTION	Business

DESCRIPTION OF SERVICE

Review and annual inspection of existing industrial waste users within the City in compliance with NPDES permit requirements.

CURRENT FEE STRUCTURE

Class 1 - $364
Class 2 - $685
Class 3 - $1,006
Class 4 - $1,327
Class 5 - $1,968
Class 12 - $3,893
Class X - $525

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$1,045.78**	**TOTAL REVENUE:**	**$37,648**
UNIT COST:	**$976.67**	**TOTAL COST:**	**$35,160**
UNIT PROFIT (SUBSIDY):	**$69.11**	**TOTAL PROFIT (SUBSIDY):**	**$2,488**
TOTAL UNITS:	**36**	**PCT. COST RECOVERY:**	**107.08%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Class 1 - $364
Class 2 - $685
Class 3 - $1,006
Class 4 - $1,327
Class 5 - $1,968
Class 12 - $3,893
Class X - $525

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
INDUSTRIAL WASTE ANNUAL INSPECTION	**EN-027**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**36**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
ENGINEERING	SR ENGINEERING ASSOC		0.25	$39.17	36	$1,410
		TYPE SUBTOTAL	**0.25**	**$39.17**		**$1,410**
ENGINEERING		Class 1 - 2 Hr	0.00	$300.00	18	$5,400
		TYPE SUBTOTAL	**0.00**	**$300.00**		**$5,400**
ENGINEERING		Class 2 - 4 Hr	0.00	$600.00	1	$600
		TYPE SUBTOTAL	**0.00**	**$600.00**		**$600**
ENGINEERING		Class 3 - 6 Hr	0.00	$900.00	3	$2,700
		TYPE SUBTOTAL	**0.00**	**$900.00**		**$2,700**
ENGINEERING		Class 4 - 8 Hr	0.00	$1,200.00	1	$1,200
		TYPE SUBTOTAL	**0.00**	**$1,200.00**		**$1,200**
ENGINEERING		Class 5 - 12 Hr	0.00	$1,800.00	11	$19,800
		TYPE SUBTOTAL	**0.00**	**$1,800.00**		**$19,800**
ENGINEERING		Class 12 - 24 Hr	0.00	$3,600.00	1	$3,600
		TYPE SUBTOTAL	**0.00**	**$3,600.00**		**$3,600**
ENGINEERING		Class X - 3 Hr	0.00	$450.00	1	$450
		TYPE SUBTOTAL	**0.00**	**$450.00**		**$450**
		TOTALS	**0.25**	**$976.67**		**$35,160**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
STORMWATER INSPECTION	**EN-028**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
ENGINEERING	INSPECTION	Business

DESCRIPTION OF SERVICE

Inspection twice every 5 years of the storm water impacts of various occupancies to determine compliance with NPDES standards.

CURRENT FEE STRUCTURE

Restaurant - $246
Automotive - $246
1 Acre - $337
2-5 Acres - $423
More than 5 Acres - $642
Stormwater Violation Fines:
1st Violation - $107
2nd Violation - $536
3rd Violation - $1,605
Subsequent Violations - Fines determined by City

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$270.31**	**TOTAL REVENUE:**	**$37,573**
UNIT COST:	**$273.83**	**TOTAL COST:**	**$38,062**
UNIT PROFIT (SUBSIDY):	**$(3.52)**	**TOTAL PROFIT (SUBSIDY):**	**$(489)**
TOTAL UNITS:	**139**	**PCT. COST RECOVERY:**	**98.72%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Restaurant - $250
Automotive - $250
1 Acre - $340
2-5 Acres - $425
More than 5 Acres - $645
Stormwater Violation Fines:
1st Violation - $100
2nd Violation - $500
3rd Violation - $1,500
Subsequent Violations - Fines determined by City

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
STORMWATER INSPECTION	**EN-028**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**139**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
ENGINEERING	ENGINEERING TECH		0.25	$31.10	139	$4,323
		TYPE SUBTOTAL	**0.25**	**$31.10**		**$4,323**
ENGINEERING	PW INSPECTOR	Restaurant	2.50	$218.80	100	$21,880
		TYPE SUBTOTAL	**2.50**	**$218.80**		**$21,880**
ENGINEERING	PW INSPECTOR	Automotive	2.50	$218.80	20	$4,376
		TYPE SUBTOTAL	**2.50**	**$218.80**		**$4,376**
ENGINEERING	PW INSPECTOR	1 Acre	3.50	$306.32	10	$3,063
		TYPE SUBTOTAL	**3.50**	**$306.32**		**$3,063**
ENGINEERING	PW INSPECTOR	2-5 Acres	4.50	$393.84	5	$1,969
		TYPE SUBTOTAL	**4.50**	**$393.84**		**$1,969**
ENGINEERING	PW INSPECTOR	6+ Acres	7.00	$612.64	4	$2,451
		TYPE SUBTOTAL	**7.00**	**$612.64**		**$2,451**
		TOTALS	**20.25**	**$273.83**		**$38,062**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
WIRELESS PERMIT - MINISTERIAL	**EN-030**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
ENGINEERING	SITE	Business

DESCRIPTION OF SERVICE

Ministerial review of a requested addition to an existing cell site for compliance with City codes and regulations.

CURRENT FEE STRUCTURE

None

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$875.47**	**TOTAL COST:**	**$26,264**
UNIT PROFIT (SUBSIDY):	**$(875.47)**	**TOTAL PROFIT (SUBSIDY):**	**$(26,264)**
TOTAL UNITS:	**30**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$875 per site

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
WIRELESS PERMIT - MINISTERIAL	**EN-030**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**30**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
ENGINEERING	ENGINEERING TECH		2.00	$248.78	30	$7,463
ENGINEERING	SR ENGINEERING ASSOC		4.00	$626.68	30	$18,800
		TYPE SUBTOTAL	**6.00**	**$875.46**		**$26,264**
		TOTALS	**6.00**	**$875.47**		**$26,264**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
WIRELESS PERMIT - ADMINISTRATIVE	**EN-031**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
ENGINEERING	SITE	Business

DESCRIPTION OF SERVICE

Administrative review of a new wireless permit for compliance with city codes and regulations.

CURRENT FEE STRUCTURE

None

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$3,221.00**	**TOTAL COST:**	**$3,221**
UNIT PROFIT (SUBSIDY):	**$(3,221.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(3,221)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$3,220 per site

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
WIRELESS PERMIT - ADMINISTRATIVE	**EN-031**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
ENGINEERING	ENGINEERING TECH	Initial Application	1.00	$124.39	1	$124
ENGINEERING	SR ENGINEERING ASSOC	Initial Application	1.00	$156.67	1	$157
		TYPE SUBTOTAL	**2.00**	**$281.06**		**$281**
ENGINEERING	ENGINEERING TECH	Resubmittal	1.00	$124.39	1	$124
ENGINEERING	SR ENGINEERING ASSOC	Resubmittal	1.00	$156.67	1	$157
		TYPE SUBTOTAL	**2.00**	**$281.06**		**$281**
ENGINEERING	ENGINEERING TECH	Noticing	2.00	$248.78	1	$249
ENGINEERING	SR ENGINEERING ASSOC	Noticing	2.00	$313.34	1	$313
		TYPE SUBTOTAL	**4.00**	**$562.12**		**$562**
ENGINEERING	PUBLIC WORKS DIRECTOR	Two Meetings	3.00	$833.31	1	$833
ENGINEERING	SR ENGINEERING ASSOC	Two Meetings	3.00	$470.01	1	$470
		TYPE SUBTOTAL	**6.00**	**$1,303.32**		**$1,303**
ENGINEERING	CITY ENGINEER	Construction	1.00	$234.16	1	$234
ENGINEERING	PUBLIC WORKS DIRECTOR	Construction	1.00	$277.77	1	$278
ENGINEERING	ENGINEERING TECH	Construction	1.00	$124.39	1	$124
ENGINEERING	SR ENGINEERING ASSOC	Construction	1.00	$156.67	1	$157
		TYPE SUBTOTAL	**4.00**	**$792.99**		**$793**
		TOTALS	**18.00**	**$3,221.00**		**$3,221**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
WIRELESS PERMIT - MAJOR	**EN-032**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
ENGINEERING	SITE	Business

DESCRIPTION OF SERVICE

Major review of a new wireless permit for compliance with city codes and regulations.

CURRENT FEE STRUCTURE

None

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$7,812.00**	**TOTAL COST:**	**$7,812**
UNIT PROFIT (SUBSIDY):	**$(7,812.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(7,812)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$7,810 per site plus deposit with actual costs for outside services

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
WIRELESS PERMIT - MAJOR	**EN-032**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
ENGINEERING	ENGINEERING TECH	Initial Application	1.00	$124.39	1	$124
ENGINEERING	SR ENGINEERING ASSOC	Initial Application	1.00	$156.67	1	$157
		TYPE SUBTOTAL	**2.00**	**$281.06**		**$281**
ENGINEERING	ENGINEERING TECH	Resubmittal	1.00	$124.39	1	$124
ENGINEERING	SR ENGINEERING ASSOC	Resubmittal	1.00	$156.67	1	$157
		TYPE SUBTOTAL	**2.00**	**$281.06**		**$281**
ENGINEERING	ENGINEERING TECH	Noticing	2.00	$248.78	1	$249
ENGINEERING	SR ENGINEERING ASSOC	Noticing	2.00	$313.34	1	$313
		TYPE SUBTOTAL	**4.00**	**$562.12**		**$562**
ENGINEERING	PUBLIC WORKS DIRECTOR	Two Meetings	3.00	$833.31	1	$833
ENGINEERING	SR ENGINEERING ASSOC	Two Meetings	3.00	$470.01	1	$470
		TYPE SUBTOTAL	**6.00**	**$1,303.32**		**$1,303**
ENGINEERING	CITY ENGINEER	Construction	1.00	$234.16	1	$234
ENGINEERING	PUBLIC WORKS DIRECTOR	Construction	1.00	$277.77	1	$278
ENGINEERING	ENGINEERING TECH	Construction	1.00	$124.39	1	$124
ENGINEERING	SR ENGINEERING ASSOC	Construction	1.00	$156.67	1	$157
		TYPE SUBTOTAL	**4.00**	**$792.99**		**$793**
COMM. DEVELOPMENT	PLANNING MANAGER	PC Hearing	1.75	$477.77	1	$478
COMM. DEVELOPMENT	PRINCIPAL PLANNER	PC Hearing	10.75	$2,753.83	1	$2,754
P&BS ADMIN	DIR OF PLANNING & BLDG SA	PC Hearing	5.00	$1,359.85	1	$1,360
		TYPE SUBTOTAL	**17.50**	**$4,591.45**		**$4,591**
		TOTALS	**35.50**	**$7,812.00**		**$7,812**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
NEW COMM. FIRE SPRINKLER PLAN CHECK	**FR-001**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
FIRE PREVENTION	PLAN	Business

DESCRIPTION OF SERVICE

Plan review of new commercial fire sprinkler systems to determine compliance with City codes and standards.

Fees include two reviews with actual costs after that point.

CURRENT FEE STRUCTURE

Valuation based on 10% of Tables in Appendix C of this Report

Expedited Plan Check - additional 50% of standard plan check fee

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$63.33**	**TOTAL REVENUE:**	**$25,966**
UNIT COST:	**$393.47**	**TOTAL COST:**	**$161,324**
UNIT PROFIT (SUBSIDY):	**$(330.14)**	**TOTAL PROFIT (SUBSIDY):**	**$(135,358)**
TOTAL UNITS:	**410**	**PCT. COST RECOVERY:**	**16.10%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

1-25 Heads - $265
26-50 Heads - $310
51-100 Heads - $355
101-200 Heads - $395
201-300 Heads - $440
301-500 Heads - $485
501-1,000 Heads - $530
1,001-2,000 Heads - $615
2,001-3,000 Heads - $660
3,001-4,000 Heads - $705
4,001-5,000 Heads - $795
5,001-6,000 Heads - $835
Each add'l 100 Heads over 6,000 Heads - $175
OR Deposit with charges at actual costs as determined by staff

Expedited Plan Check - additional 50% of standard plan check fee

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
NEW COMM. FIRE SPRINKLER PLAN CHECK	**FR-001**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**410**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FIRE PREVENTION	FIRE PREV SPEC	1-25 Heads	1.50	$264.47	100	$26,447
		TYPE SUBTOTAL	**1.50**	**$264.47**		**$26,447**
FIRE PREVENTION	FIRE PREV SPEC	26-50 Heads	1.75	$308.54	75	$23,141
		TYPE SUBTOTAL	**1.75**	**$308.54**		**$23,141**
FIRE PREVENTION	FIRE PREV SPEC	51-100 Heads	2.00	$352.62	50	$17,631
		TYPE SUBTOTAL	**2.00**	**$352.62**		**$17,631**
FIRE PREVENTION	FIRE PREV SPEC	101-200 Heads	2.25	$396.70	50	$19,835
		TYPE SUBTOTAL	**2.25**	**$396.70**		**$19,835**
FIRE PREVENTION	FIRE PREV SPEC	201-300 Heads	2.50	$440.78	25	$11,020
		TYPE SUBTOTAL	**2.50**	**$440.78**		**$11,020**
FIRE PREVENTION	FIRE PREV SPEC	301-500 Heads	2.75	$484.85	25	$12,121
		TYPE SUBTOTAL	**2.75**	**$484.85**		**$12,121**
FIRE PREVENTION	FIRE PREV SPEC	501-1,000 Heads	3.00	$528.93	25	$13,223
		TYPE SUBTOTAL	**3.00**	**$528.93**		**$13,223**
FIRE PREVENTION	FIRE PREV SPEC	1,001-2,000 Heads	3.50	$617.09	10	$6,171
		TYPE SUBTOTAL	**3.50**	**$617.09**		**$6,171**
FIRE PREVENTION	FIRE PREV SPEC	2,001-3,000 Heads	3.75	$661.16	10	$6,612
		TYPE SUBTOTAL	**3.75**	**$661.16**		**$6,612**
FIRE PREVENTION	FIRE PREV SPEC	3,001-4,000 Heads	4.00	$705.24	10	$7,052
		TYPE SUBTOTAL	**4.00**	**$705.24**		**$7,052**
FIRE PREVENTION	FIRE PREV SPEC	4,001-5,000 Heads	4.50	$793.40	10	$7,934

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The costs shown on the facing page are
a continued listing of costs listed on
the page immediately preceding.

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
NEW COMM. FIRE SPRINKLER PLAN CHECK	**FR-001**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**410**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
		TYPE SUBTOTAL	**4.50**	**$793.40**		**$7,934**
FIRE PREVENTION	FIRE PREV SPEC	5,000-6,000 Heads	4.75	$837.47	10	$8,375
		TYPE SUBTOTAL	**4.75**	**$837.47**		**$8,375**
FIRE PREVENTION	FIRE PREV SPEC	Ea Add'l 100 Over 6k	1.00	$176.31	10	$1,763
		TYPE SUBTOTAL	**1.00**	**$176.31**		**$1,763**
		TOTALS	**37.25**	**$393.47**		**$161,324**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
NEW SFR/DUPLEX SPRINKLER PLAN CHECK	**FR-001A**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
FIRE PREVENTION	PLAN	Developer/Resident

DESCRIPTION OF SERVICE

Plan review of new single family residential or duplex fire sprinkler systems to determine compliance with City codes and standards.

Fees include two reviews with actual costs after that point.

CURRENT FEE STRUCTURE

Valuation based on 10% of Tables in Appendix C of this Report

Expedited Plan Check - additional 50% of standard plan check fee

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$28.40**	**TOTAL REVENUE:**	**$284**
UNIT COST:	**$176.30**	**TOTAL COST:**	**$1,763**
UNIT PROFIT (SUBSIDY):	**$(147.90)**	**TOTAL PROFIT (SUBSIDY):**	**$(1,479)**
TOTAL UNITS:	**10**	**PCT. COST RECOVERY:**	**16.11%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$175 per plan

OR Deposit with charges at actual costs as determined by staff

Expedited Plan Check - additional 50% of standard plan check fee

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
NEW SFR/DUPLEX SPRINKLER PLAN CHECK	**FR-001A**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**10**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FIRE PREVENTION	FIRE PREV SPEC		1.00	$176.31	10	$1,763
		TYPE SUBTOTAL	**1.00**	**$176.31**		**$1,763**
		TOTALS	**1.00**	**$176.30**		**$1,763**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
NEW MFR FIRE SPRINKLER PLAN CHECK	**FR-001B**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
FIRE PREVENTION	PLAN	Developer/Resident

DESCRIPTION OF SERVICE

Plan review of new multi-family residential fire sprinkler systems to determine compliance with City codes and standards.

Fees include two reviews with actual costs after that point.

CURRENT FEE STRUCTURE

Valuation based on 10% of Tables in Appendix C of this Report

Expedited Plan Check - additional 50% of standard plan check fee

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$57.00**	**TOTAL REVENUE:**	**$57**
UNIT COST:	**$353.00**	**TOTAL COST:**	**$353**
UNIT PROFIT (SUBSIDY):	**$(296.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(296)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**16.15%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$355 per plan

OR Deposit with charges at actual costs as determined by staff

Expedited Plan Check - additional 50% of standard plan check fee

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
NEW MFR FIRE SPRINKLER PLAN CHECK	**FR-001B**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FIRE PREVENTION	FIRE PREV SPEC		2.00	$352.62	1	$353
		TYPE SUBTOTAL	**2.00**	**$352.62**		**$353**
		TOTALS	**2.00**	**$353.00**		**$353**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
TEN IMPR FIRE SPRINKLER PLAN CHECK	**FR-001C**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
FIRE PREVENTION	PLAN	Developer/Resident/Business

DESCRIPTION OF SERVICE

Plan review of tenant improvement fire sprinkler systems to determine compliance with City codes and standards.

Fees include two reviews with actual costs after that point.

CURRENT FEE STRUCTURE

Valuation based on 10% of Tables in Appendix C of this Report

Expedited Plan Check - additional 50% of standard plan check fee

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$23.87**	**TOTAL REVENUE:**	**$6,563**
UNIT COST:	**$148.26**	**TOTAL COST:**	**$40,772**
UNIT PROFIT (SUBSIDY):	**$(124.39)**	**TOTAL PROFIT (SUBSIDY):**	**$(34,209)**
TOTAL UNITS:	**275**	**PCT. COST RECOVERY:**	**16.10%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

1-20 Heads - $90
21-50 Heads - $130
51-100 Heads - $265
Each additional 100 Heads over 100 Heads - $175

OR Deposit with charges at actual costs as determined by staff

Expedited Plan Check - additional 50% of standard plan check fee

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
TEN IMPR FIRE SPRINKLER PLAN CHECK	**FR-001C**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**275**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FIRE PREVENTION	FIRE PREV SPEC	1-20 Heads	0.50	$88.16	100	$8,816
		TYPE SUBTOTAL	**0.50**	**$88.16**		**$8,816**
FIRE PREVENTION	FIRE PREV SPEC	21-50 Heads	0.75	$132.23	75	$9,917
		TYPE SUBTOTAL	**0.75**	**$132.23**		**$9,917**
FIRE PREVENTION	FIRE PREV SPEC	51-100 Heads	1.50	$264.47	50	$13,224
		TYPE SUBTOTAL	**1.50**	**$264.47**		**$13,224**
FIRE PREVENTION	FIRE PREV SPEC	Ea Addl 100 Over 100	1.00	$176.31	50	$8,816
		TYPE SUBTOTAL	**1.00**	**$176.31**		**$8,816**
		TOTALS	**3.75**	**$148.26**		**$40,772**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
UNDERGROUND WATER SYSTEM PLAN CHECK	**FR-001D**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
FIRE PREVENTION	PLAN	Developer/Resident/Business

DESCRIPTION OF SERVICE

Plan review of new underground water systems to determine compliance with City codes and standards.

Fees include two reviews with actual costs after that point.

CURRENT FEE STRUCTURE

Valuation based on 10% of Tables in Appendix C of this Report

Expedited Plan Check - additional 50% of standard plan check fee

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$59.48**	**TOTAL REVENUE:**	**$1,249**
UNIT COST:	**$369.43**	**TOTAL COST:**	**$7,758**
UNIT PROFIT (SUBSIDY):	**$(309.95)**	**TOTAL PROFIT (SUBSIDY):**	**$(6,509)**
TOTAL UNITS:	**21**	**PCT. COST RECOVERY:**	**16.10%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

1-4 Building/Systems - $355 per plan
5 or More Buildings/Systems - $705 per plan

OR Deposit with charges at actual costs as determined by staff

Expedited Plan Check - additional 50% of standard plan check fee

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
UNDERGROUND WATER SYSTEM PLAN CHECK	**FR-001D**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**21**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FIRE PREVENTION	FIRE PREV SPEC	1-4 Bldg/Syst	2.00	$352.62	20	$7,052
		TYPE SUBTOTAL	**2.00**	**$352.62**		**$7,052**
FIRE PREVENTION	FIRE PREV SPEC	5+ Bldg/Syst	4.00	$705.24	1	$705
		TYPE SUBTOTAL	**4.00**	**$705.24**		**$705**
		TOTALS	**6.00**	**$369.43**		**$7,758**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
FIRE PUMP PLAN CHECK	**FR-001E**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
FIRE PREVENTION	PLAN	Developer/Resident/Business

DESCRIPTION OF SERVICE

Plan review of new fire pumps to determine compliance with City codes and standards.

Fees include two reviews with actual costs after that point.

CURRENT FEE STRUCTURE

Valuation based on 10% of Tables in Appendix C of this Report

Expedited Plan Check - additional 50% of standard plan check fee

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$141.92**	**TOTAL REVENUE:**	**$1,703**
UNIT COST:	**$881.58**	**TOTAL COST:**	**$10,579**
UNIT PROFIT (SUBSIDY):	**$(739.66)**	**TOTAL PROFIT (SUBSIDY):**	**$(8,876)**
TOTAL UNITS:	**12**	**PCT. COST RECOVERY:**	**16.10%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$880 per plan

OR Deposit with charges at actual costs as determined by staff

Expedited Plan Check - additional 50% of standard plan check fee

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
FIRE PUMP PLAN CHECK	**FR-001E**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**12**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FIRE PREVENTION	FIRE PREV SPEC		5.00	$881.55	12	$10,579
		TYPE SUBTOTAL	**5.00**	**$881.55**		**$10,579**
		TOTALS	**5.00**	**$881.58**		**$10,579**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
WATER TANK PLAN CHECK	**FR-001F**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
FIRE PREVENTION	PLAN	Developer/Resident/Business

DESCRIPTION OF SERVICE

Plan review of new water tanks to determine compliance with City codes and standards.

Fees include two reviews with actual costs after that point.

CURRENT FEE STRUCTURE

Valuation based on 10% of Tables in Appendix C of this Report

Expedited Plan Check - additional 50% of standard plan check fee

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$57.00**	**TOTAL REVENUE:**	**$57**
UNIT COST:	**$353.00**	**TOTAL COST:**	**$353**
UNIT PROFIT (SUBSIDY):	**$(296.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(296)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**16.15%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$355 per plan

OR Deposit with charges at actual costs as determined by staff

Expedited Plan Check - additional 50% of standard plan check fee

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
WATER TANK PLAN CHECK	**FR-001F**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FIRE PREVENTION	FIRE PREV SPEC		2.00	$352.62	1	$353
		TYPE SUBTOTAL	**2.00**	**$352.62**		**$353**
		TOTALS	**2.00**	**$353.00**		**$353**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
FIRE ALARM SYSTEM PLAN CHECK	**FR-002**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
FIRE PREVENTION	PLAN	Developer/Resident/Business

DESCRIPTION OF SERVICE

Plan review of new fire alarm systems to determine compliance with City codes and standards.

Fees include two reviews with actual costs after that point.

CURRENT FEE STRUCTURE

Valuation based on 100% of Tables in Appendix C of this Report

Expedited Plan Check - additional 50% of standard plan check fee

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$73.04**	**TOTAL REVENUE:**	**$8,400**
UNIT COST:	**$453.81**	**TOTAL COST:**	**$52,188**
UNIT PROFIT (SUBSIDY):	**$(380.77)**	**TOTAL PROFIT (SUBSIDY):**	**$(43,788)**
TOTAL UNITS:	**115**	**PCT. COST RECOVERY:**	**16.10%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

1-25 Devices - $355
26-100 Devices - $530
101-200 Devices - $705
201-500 Devices - $880
501-750 Devices - $1,060
751-1,000 Devices - $1,235
Each additional 50 Devices over 50 Devices - $175
OR Deposit with charges at actual costs as determined by staff

Expedited Plan Check - additional 50% of standard plan check fee

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
FIRE ALARM SYSTEM PLAN CHECK	**FR-002**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**115**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FIRE PREVENTION	FIRE PREV SPEC	1-25 Devices	2.00	$352.62	70	$24,683
		TYPE SUBTOTAL	**2.00**	**$352.62**		**$24,683**
FIRE PREVENTION	FIRE PREV SPEC	26-100 Devices	3.00	$528.93	30	$15,868
		TYPE SUBTOTAL	**3.00**	**$528.93**		**$15,868**
FIRE PREVENTION	FIRE PREV SPEC	101-200 Devices	4.00	$705.24	8	$5,642
		TYPE SUBTOTAL	**4.00**	**$705.24**		**$5,642**
FIRE PREVENTION	FIRE PREV SPEC	201-500 Devices	5.00	$881.55	4	$3,526
		TYPE SUBTOTAL	**5.00**	**$881.55**		**$3,526**
FIRE PREVENTION	FIRE PREV SPEC	501-750 Devices	6.00	$1,057.86	1	$1,058
		TYPE SUBTOTAL	**6.00**	**$1,057.86**		**$1,058**
FIRE PREVENTION	FIRE PREV SPEC	751-1,000 Devices	7.00	$1,234.17	1	$1,234
		TYPE SUBTOTAL	**7.00**	**$1,234.17**		**$1,234**
FIRE PREVENTION	FIRE PREV SPEC	Each 50 Over 50	1.00	$176.31	1	$176
		TYPE SUBTOTAL	**1.00**	**$176.31**		**$176**
		TOTALS	**28.00**	**$453.81**		**$52,188**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
FIRE EXTINGUISHING SYST PLAN CHECK	**FR-003**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
FIRE PREVENTION	PLAN	Developer/Resident/Business

DESCRIPTION OF SERVICE

Plan review of new fire extinguishing systems to determine compliance with City codes and standards.

Fees include two reviews with actual costs after that point.

CURRENT FEE STRUCTURE

Valuation based on 100% of Tables in Appendix C of this Report

Expedited Plan Check - additional 50% of standard plan check fee

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$56.77**	**TOTAL REVENUE:**	**$1,476**
UNIT COST:	**$352.62**	**TOTAL COST:**	**$9,168**
UNIT PROFIT (SUBSIDY):	**$(295.85)**	**TOTAL PROFIT (SUBSIDY):**	**$(7,692)**
TOTAL UNITS:	**26**	**PCT. COST RECOVERY:**	**16.10%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Hood & Duct - $355
Dry Chemical - $355
Carbon Dioxide - $355
Foam/Liquid System - $355
Inert Gas/Halon - $355

OR Deposit with charges at actual costs as determined by staff

Expedited Plan Check - additional 50% of standard plan check fee

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
FIRE EXTINGUISHING SYST PLAN CHECK	**FR-003**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**26**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FIRE PREVENTION	FIRE PREV SPEC	Hood & Duct	2.00	$352.62	10	$3,526
		TYPE SUBTOTAL	**2.00**	**$352.62**		**$3,526**
FIRE PREVENTION	FIRE PREV SPEC	Dry Chemical	2.00	$352.62	10	$3,526
		TYPE SUBTOTAL	**2.00**	**$352.62**		**$3,526**
FIRE PREVENTION	FIRE PREV SPEC	Carbon Dioxide	2.00	$352.62	2	$705
		TYPE SUBTOTAL	**2.00**	**$352.62**		**$705**
FIRE PREVENTION	FIRE PREV SPEC	Foam/Liquid System	2.00	$352.62	2	$705
		TYPE SUBTOTAL	**2.00**	**$352.62**		**$705**
FIRE PREVENTION	FIRE PREV SPEC	Inert Gas/Halon	2.00	$352.62	2	$705
		TYPE SUBTOTAL	**2.00**	**$352.62**		**$705**
		TOTALS	**10.00**	**$352.62**		**$9,168**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
EMERGENCY GENERATOR PLAN CHECK	**FR-003A**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
FIRE PREVENTION	PLAN	Developer/Resident/Business

DESCRIPTION OF SERVICE

Plan review of new emergency generator to determine compliance with City codes and standards.

Fees include two reviews with actual costs after that point.

CURRENT FEE STRUCTURE

Valuation based on 100% of Tables in Appendix C of this Report

Expedited Plan Check - additional 50% of standard plan check fee

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$56.80**	**TOTAL REVENUE:**	**$568**
UNIT COST:	**$352.60**	**TOTAL COST:**	**$3,526**
UNIT PROFIT (SUBSIDY):	**$(295.80)**	**TOTAL PROFIT (SUBSIDY):**	**$(2,958)**
TOTAL UNITS:	**10**	**PCT. COST RECOVERY:**	**16.11%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$355 per plan

OR Deposit with charges at actual costs as determined by staff

Expedited Plan Check - additional 50% of standard plan check fee

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
EMERGENCY GENERATOR PLAN CHECK	**FR-003A**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**10**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FIRE PREVENTION	FIRE PREV SPEC		2.00	$352.62	10	$3,526
		TYPE SUBTOTAL	**2.00**	**$352.62**		**$3,526**
		TOTALS	**2.00**	**$352.60**		**$3,526**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
SPRAY BOOTH PLAN CHECK	**FR-003B**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
FIRE PREVENTION	PLAN	Business

DESCRIPTION OF SERVICE

Plan review of new spray booths to determine compliance with City codes and standards.

Fees include two reviews with actual costs after that point.

CURRENT FEE STRUCTURE

Valuation based on 100% of Tables in Appendix C of this Report

Expedited Plan Check - additional 50% of standard plan check fee

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$85.20**	**TOTAL REVENUE:**	**$426**
UNIT COST:	**$529.00**	**TOTAL COST:**	**$2,645**
UNIT PROFIT (SUBSIDY):	**$(443.80)**	**TOTAL PROFIT (SUBSIDY):**	**$(2,219)**
TOTAL UNITS:	**5**	**PCT. COST RECOVERY:**	**16.11%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$530 per plan

OR Deposit with charges at actual costs as determined by staff

Expedited Plan Check - additional 50% of standard plan check fee

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
SPRAY BOOTH PLAN CHECK	**FR-003B**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**5**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FIRE PREVENTION	FIRE PREV SPEC		3.00	$528.93	5	$2,645
		TYPE SUBTOTAL	**3.00**	**$528.93**		**$2,645**
		TOTALS	**3.00**	**$529.00**		**$2,645**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
INDUSTRIAL OVEN PLAN CHECK	**FR-003C**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
FIRE PREVENTION	PLAN	Business

DESCRIPTION OF SERVICE

Plan review of new industrial ovens to determine compliance with City codes and standards.

Fees include two reviews with actual costs after that point.

CURRENT FEE STRUCTURE

Valuation based on 100% of Tables in Appendix C of this Report

Expedited Plan Check - additional 50% of standard plan check fee

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$57.00**	**TOTAL REVENUE:**	**$57**
UNIT COST:	**$353.00**	**TOTAL COST:**	**$353**
UNIT PROFIT (SUBSIDY):	**$(296.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(296)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**16.15%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$355 per plan

OR Deposit with charges at actual costs as determined by staff

Expedited Plan Check - additional 50% of standard plan check fee

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
INDUSTRIAL OVEN PLAN CHECK	**FR-003C**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FIRE PREVENTION	FIRE PREV SPEC		2.00	$352.62	1	$353
		TYPE SUBTOTAL	**2.00**	**$352.62**		**$353**
		TOTALS	**2.00**	**$353.00**		**$353**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
VAPOR RECOVERY PLAN CHECK	**FR-003D**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
FIRE PREVENTION	PLAN	Business

DESCRIPTION OF SERVICE

Plan review of new vapor recovery systems to determine compliance with City codes and standards.

Fees include two reviews with actual costs after that point.

CURRENT FEE STRUCTURE

Valuation based on 100% of Tables in Appendix C of this Report

Expedited Plan Check - additional 50% of standard plan check fee

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$56.71**	**TOTAL REVENUE:**	**$397**
UNIT COST:	**$352.57**	**TOTAL COST:**	**$2,468**
UNIT PROFIT (SUBSIDY):	**$(295.86)**	**TOTAL PROFIT (SUBSIDY):**	**$(2,071)**
TOTAL UNITS:	**7**	**PCT. COST RECOVERY:**	**16.09%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$355 per plan

OR Deposit with charges at actual costs as determined by staff

Expedited Plan Check - additional 50% of standard plan check fee

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
VAPOR RECOVERY PLAN CHECK	**FR-003D**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**7**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FIRE PREVENTION	FIRE PREV SPEC		2.00	$352.62	7	$2,468
		TYPE SUBTOTAL	**2.00**	**$352.62**		**$2,468**
		TOTALS	**2.00**	**$352.57**		**$2,468**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
DUST COLLECTION PLAN CHECK	**FR-003E**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
FIRE PREVENTION	PLAN	Business

DESCRIPTION OF SERVICE

Plan review of new dust collection systems to determine compliance with City codes and standards.

Fees include two reviews with actual costs after that point.

CURRENT FEE STRUCTURE

Valuation based on 100% of Tables in Appendix C of this Report

Expedited Plan Check - additional 50% of standard plan check fee

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$57.00**	**TOTAL REVENUE:**	**$57**
UNIT COST:	**$353.00**	**TOTAL COST:**	**$353**
UNIT PROFIT (SUBSIDY):	**$(296.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(296)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**16.15%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$355 per plan

OR Deposit with charges at actual costs as determined by staff

Expedited Plan Check - additional 50% of standard plan check fee

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
DUST COLLECTION PLAN CHECK	**FR-003E**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FIRE PREVENTION	FIRE PREV SPEC		2.00	$352.62	1	$353
		TYPE SUBTOTAL	**2.00**	**$352.62**		**$353**
		TOTALS	**2.00**	**$353.00**		**$353**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
REFRIGERATION PLAN CHECK	**FR-003F**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
FIRE PREVENTION	PLAN	Business

DESCRIPTION OF SERVICE

Plan review of new refrigeration systems to determine compliance with City codes and standards.

Fees include two reviews with actual costs after that point.

CURRENT FEE STRUCTURE

Valuation based on 100% of Tables in Appendix C of this Report

Expedited Plan Check - additional 50% of standard plan check fee

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$57.00**	**TOTAL REVENUE:**	**$57**
UNIT COST:	**$353.00**	**TOTAL COST:**	**$353**
UNIT PROFIT (SUBSIDY):	**$(296.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(296)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**16.15%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$355 per plan

OR Deposit with charges at actual costs as determined by staff

Expedited Plan Check - additional 50% of standard plan check fee

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
REFRIGERATION PLAN CHECK	**FR-003F**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FIRE PREVENTION	FIRE PREV SPEC		2.00	$352.62	1	$353
		TYPE SUBTOTAL	**2.00**	**$352.62**		**$353**
		TOTALS	**2.00**	**$353.00**		**$353**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
MEDICAL GAS PLAN CHECK	**FR-003G**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
FIRE PREVENTION	PLAN	Business

DESCRIPTION OF SERVICE

Plan review of new medical gas systems to determine compliance with City codes and standards.

Fees include two reviews with actual costs after that point.

CURRENT FEE STRUCTURE

Valuation based on 100% of Tables in Appendix C of this Report

Expedited Plan Check - additional 50% of standard plan check fee

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$56.50**	**TOTAL REVENUE:**	**$113**
UNIT COST:	**$352.50**	**TOTAL COST:**	**$705**
UNIT PROFIT (SUBSIDY):	**$(296.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(592)**
TOTAL UNITS:	**2**	**PCT. COST RECOVERY:**	**16.03%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$355 per plan

OR Deposit with charges at actual costs as determined by staff

Expedited Plan Check - additional 50% of standard plan check fee

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
MEDICAL GAS PLAN CHECK	**FR-003G**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**2**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FIRE PREVENTION	FIRE PREV SPEC		2.00	$352.62	2	$705
		TYPE SUBTOTAL	**2.00**	**$352.62**		**$705**
		TOTALS	**2.00**	**$352.50**		**$705**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
INDUSTRIAL GAS PLAN CHECK	**FR-003H**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
FIRE PREVENTION	PLAN	Business

DESCRIPTION OF SERVICE

Plan review of new industrial gas systems to determine compliance with City codes and standards.

Fees include two reviews with actual costs after that point.

CURRENT FEE STRUCTURE

Valuation based on 100% of Tables in Appendix C of this Report

Expedited Plan Check - additional 50% of standard plan check fee

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$56.50**	**TOTAL REVENUE:**	**$113**
UNIT COST:	**$352.50**	**TOTAL COST:**	**$705**
UNIT PROFIT (SUBSIDY):	**$(296.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(592)**
TOTAL UNITS:	**2**	**PCT. COST RECOVERY:**	**16.03%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$355 per plan

OR Deposit with charges at actual costs as determined by staff

Expedited Plan Check - additional 50% of standard plan check fee

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
INDUSTRIAL GAS PLAN CHECK	**FR-003H**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**2**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FIRE PREVENTION	FIRE PREV SPEC		2.00	$352.62	2	$705
		TYPE SUBTOTAL	**2.00**	**$352.62**		**$705**
		TOTALS	**2.00**	**$352.50**		**$705**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
SYSTEM PIPING/MANIFOLD PLAN CHECK	**FR-003I**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
FIRE PREVENTION	PLAN	Business

DESCRIPTION OF SERVICE

Plan review of new fire sprinkler system piping/manifolds to determine compliance with City codes and standards.

Fees include two reviews with actual costs after that point.

CURRENT FEE STRUCTURE

Valuation based on 100% of Tables in Appendix C of this Report

Expedited Plan Check - additional 50% of standard plan check fee

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$57.00**	**TOTAL REVENUE:**	**$57**
UNIT COST:	**$353.00**	**TOTAL COST:**	**$353**
UNIT PROFIT (SUBSIDY):	**$(296.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(296)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**16.15%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$355 per plan

OR Deposit with charges at actual costs as determined by staff

Expedited Plan Check - additional 50% of standard plan check fee

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
SYSTEM PIPING/MANIFOLD PLAN CHECK	**FR-003I**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FIRE PREVENTION	FIRE PREV SPEC		2.00	$352.62	1	$353
		TYPE SUBTOTAL	**2.00**	**$352.62**		**$353**
		TOTALS	**2.00**	**$353.00**		**$353**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
SMOKE CONTROL PLAN CHECK	**FR-003J**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
FIRE PREVENTION	PLAN	Developer/Business

DESCRIPTION OF SERVICE

Plan review of new smoke control system to determine compliance with City codes and standards.

Fees include two reviews with actual costs after that point.

CURRENT FEE STRUCTURE

Valuation based on 100% of Tables in Appendix C of this Report

Expedited Plan Check - additional 50% of standard plan check fee

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$142.00**	**TOTAL REVENUE:**	**$142**
UNIT COST:	**$882.00**	**TOTAL COST:**	**$882**
UNIT PROFIT (SUBSIDY):	**$(740.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(740)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**16.10%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$880 per plan

OR Deposit with charges at actual costs as determined by staff

Expedited Plan Check - additional 50% of standard plan check fee

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
SMOKE CONTROL PLAN CHECK	**FR-003J**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FIRE PREVENTION	FIRE PREV SPEC		5.00	$881.55	1	$882
		TYPE SUBTOTAL	**5.00**	**$881.55**		**$882**
		TOTALS	**5.00**	**$882.00**		**$882**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
HIGH-PILED STORAGE PLAN CHECK	**FR-003K**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
FIRE PREVENTION	PLAN	Developer/Business

DESCRIPTION OF SERVICE

Plan review of new fire high-piled storage system to determine compliance with City codes and standards.

Fees include two reviews with actual costs after that point.

CURRENT FEE STRUCTURE

Valuation based on 100% of Tables in Appendix C of this Report

Expedited Plan Check - additional 50% of standard plan check fee

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$142.00**	**TOTAL REVENUE:**	**$568**
UNIT COST:	**$881.50**	**TOTAL COST:**	**$3,526**
UNIT PROFIT (SUBSIDY):	**$(739.50)**	**TOTAL PROFIT (SUBSIDY):**	**$(2,958)**
TOTAL UNITS:	**4**	**PCT. COST RECOVERY:**	**16.11%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

0-10,000 sq ft - $615
10,001-25,000 sq ft - $795
25,001-100,000 sq ft - $970
100,001+ sq ft - $1,145

OR Deposit with charges at actual costs as determined by staff

Expedited Plan Check - additional 50% of standard plan check fee

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
HIGH-PILED STORAGE PLAN CHECK	**FR-003K**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**4**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FIRE PREVENTION	FIRE PREV SPEC	0-10k Sq Ft	3.50	$617.09	1	$617
		TYPE SUBTOTAL	**3.50**	**$617.09**		**$617**
FIRE PREVENTION	FIRE PREV SPEC	10k-25k Sq Ft	4.50	$793.40	1	$793
		TYPE SUBTOTAL	**4.50**	**$793.40**		**$793**
FIRE PREVENTION	FIRE PREV SPEC	25k-100k Sq Ft	5.50	$969.71	1	$970
		TYPE SUBTOTAL	**5.50**	**$969.71**		**$970**
FIRE PREVENTION	FIRE PREV SPEC	100k+ Sq Ft	6.50	$1,146.02	1	$1,146
		TYPE SUBTOTAL	**6.50**	**$1,146.02**		**$1,146**
		TOTALS	**20.00**	**$881.50**		**$3,526**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
TENANT IMPROVEMENT LIFE SAFETY P/C	**FR-003L**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
FIRE PREVENTION	PLAN	Developer/Business

DESCRIPTION OF SERVICE

Fire Life Safety plan review of a tenant improvement to determine compliance with City codes and standards.

Fees include two reviews with actual costs after that point.

CURRENT FEE STRUCTURE

None

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$176.31**	**TOTAL COST:**	**$88,155**
UNIT PROFIT (SUBSIDY):	**$(176.31)**	**TOTAL PROFIT (SUBSIDY):**	**$(88,155)**
TOTAL UNITS:	**500**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$175 per plan

OR Deposit with charges at actual costs as determined by staff

Expedited Plan Check - additional 50% of standard plan check fee

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
TENANT IMPROVEMENT LIFE SAFETY P/C	**FR-003L**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**500**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FIRE PREVENTION	FIRE PREV SPEC		1.00	$176.31	500	$88,155
		TYPE SUBTOTAL	**1.00**	**$176.31**		**$88,155**
		TOTALS	**1.00**	**$176.31**		**$88,155**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
FIRE ACCESS PLAN REVIEW	**FR-003M**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
FIRE PREVENTION	PLAN	Developer/Resident/Business

DESCRIPTION OF SERVICE

Fire Life Safety plan review of new construction to determine compliance with City codes and standards.

Fees include two reviews with actual costs after that point.

CURRENT FEE STRUCTURE

None

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$441.00**	**TOTAL COST:**	**$441**
UNIT PROFIT (SUBSIDY):	**$(441.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(441)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$440 per plan

OR Deposit with charges at actual costs as determined by staff

Expedited Plan Check - additional 50% of standard plan check fee

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
FIRE ACCESS PLAN REVIEW	**FR-003M**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FIRE PREVENTION	FIRE PREV SPEC		2.50	$440.78	1	$441
		TYPE SUBTOTAL	**2.50**	**$440.78**		**$441**
		TOTALS	**2.50**	**$441.00**		**$441**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
FIRE PROTECTION TESTING	**FR-004**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
FIRE PREVENTION	SYSTEM	Business

DESCRIPTION OF SERVICE

Review and inspection of an occupancy's existing fire protection systems on a five year time frame to determine compliance with City codes and standards.

CURRENT FEE STRUCTURE

$268 per system

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$6.87**	**TOTAL REVENUE:**	**$268**
UNIT COST:	**$379.05**	**TOTAL COST:**	**$14,783**
UNIT PROFIT (SUBSIDY):	**$(372.18)**	**TOTAL PROFIT (SUBSIDY):**	**$(14,515)**
TOTAL UNITS:	**39**	**PCT. COST RECOVERY:**	**1.81%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$380 per system

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
FIRE PROTECTION TESTING	**FR-004**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**39**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FIRE ADMIN	ADMIN SPEC		0.25	$26.42	39	$1,030
FIRE PREVENTION	FIRE PREV SPEC	Time Per System	2.00	$352.62	39	$13,752
		TYPE SUBTOTAL	**2.25**	**$379.04**		**$14,783**
		TOTALS	**2.25**	**$379.05**		**$14,783**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
FIRE PREVENTION/OPERATIONS INSPECT.	**FR-004A**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
FIRE PREVENTION	HOUR	Developer/Resident/Busines

DESCRIPTION OF SERVICE

Inspection of Fire Life Safety issues to determine compliance with City codes and standards.

CURRENT FEE STRUCTURE

Specialty Fire Protection Systems - Valuation based on 100% of Tables in Appendix C of this Report

High Rise - $1.19 per 100 square feet
State Mandated - $124 per inspection

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$57.00**	**TOTAL REVENUE:**	**$57**
UNIT COST:	**$176.00**	**TOTAL COST:**	**$176**
UNIT PROFIT (SUBSIDY):	**$(119.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(119)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**32.39%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Charge the fully allocated hourly rate for all personnel used plus any outside costs

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
FIRE PREVENTION/OPERATIONS INSPECT.	**FR-004A**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FIRE PREVENTION	FIRE PREV SPEC	Hourly	1.00	$176.31	1	$176
		TYPE SUBTOTAL	**1.00**	**$176.31**		**$176**
		TOTALS	**1.00**	**$176.00**		**$176**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
ANNUAL BUSINESS FIRE INSPECTION	**FR-005**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
FIRE PREVENTION	INSPECTION	Business

DESCRIPTION OF SERVICE

Fire Company inspection and first reinspection of an occupancy to assure compliance with the California Fire Code.

CURRENT FEE STRUCTURE

0-1,499 square feet - $87
1,500-9,999 square feet - $119
10,000-24,999 square feet - $208
25,000-99,999 square feet - $402
100,000-499,999 square feet - $1,695
500,000+ square feet - $3,588

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$231.21**	**TOTAL REVENUE:**	**$472,825**
UNIT COST:	**$314.12**	**TOTAL COST:**	**$642,367**
UNIT PROFIT (SUBSIDY):	**$(82.91)**	**TOTAL PROFIT (SUBSIDY):**	**$(169,542)**
TOTAL UNITS:	**2,045**	**PCT. COST RECOVERY:**	**73.61%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

This service fee will now be part of the Fire Prevention/Operations Inspection (FR-004A) fee.

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
ANNUAL BUSINESS FIRE INSPECTION	**FR-005**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**2,045**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FIRE ADMIN	ADMIN SPEC	0-1,499 Sq Ft	0.25	$26.42	600	$15,852
FIRE SUPPRESSION	FIRE ENGINEER	0-1,499 Sq Ft	0.50	$85.87	600	$51,522
		TYPE SUBTOTAL	**0.75**	**$112.29**		**$67,374**
FIRE ADMIN	ADMIN SPEC	1,500-9,999 Sq Ft	0.25	$26.42	920	$24,306
FIRE SUPPRESSION	FIRE ENGINEER	1,500-9,999 Sq Ft	0.75	$128.80	920	$118,496
		TYPE SUBTOTAL	**1.00**	**$155.22**		**$142,802**
FIRE ADMIN	ADMIN SPEC	10,000-24,999 Sq Ft	0.25	$26.42	186	$4,914
FIRE SUPPRESSION	FIRE ENGINEER	10,000-24,999 Sq Ft	1.50	$257.59	186	$47,912
		TYPE SUBTOTAL	**1.75**	**$284.01**		**$52,826**
FIRE ADMIN	ADMIN SPEC	25,000-99,999 Sq Ft	0.25	$26.42	241	$6,367
FIRE SUPPRESSION	FIRE ENGINEER	25,000-99,999 Sq Ft	3.00	$515.19	241	$124,161
		TYPE SUBTOTAL	**3.25**	**$541.61**		**$130,528**
FIRE ADMIN	ADMIN SPEC	100K-499K Sq Ft	0.25	$26.42	93	$2,457
FIRE PREVENTION	FIRE MARSHAL	100K-499K Sq Ft	4.00	$966.32	93	$89,868
FIRE PREVENTION	FIRE PREV SPEC	100K-499K Sq Ft	8.00	$1,410.48	93	$131,175
		TYPE SUBTOTAL	**12.25**	**$2,403.22**		**$223,499**
FIRE ADMIN	ADMIN SPEC	500K+ Sq Ft	0.50	$52.83	5	$264
FIRE PREVENTION	FIRE MARSHAL	500K+ Sq Ft	12.00	$2,898.96	5	$14,495
FIRE PREVENTION	FIRE PREV SPEC	500k+ Sq Ft	12.00	$2,115.72	5	$10,579
		TYPE SUBTOTAL	**24.50**	**$5,067.51**		**$25,338**
		TOTALS	**43.50**	**$314.12**		**$642,367**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
ANNUAL BUSINESS FIRE REINSPECTION	**FR-006**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
FIRE PREVENTION	INSPECTION	Business

DESCRIPTION OF SERVICE

Additional Fire Company reinspections of an occupancy to assure compliance with the California Fire Code.

CURRENT FEE STRUCTURE

0-1,499 square feet - $54
1,500-9,999 square feet - $54
10,000-24,999 square feet - $87
25,000-99,999 square feet - $144
100,000-499,999 square feet - $711
500,000+ square feet - $711

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$82.08**	**TOTAL REVENUE:**	**$15,924**
UNIT COST:	**$108.74**	**TOTAL COST:**	**$21,096**
UNIT PROFIT (SUBSIDY):	**$(26.66)**	**TOTAL PROFIT (SUBSIDY):**	**$(5,172)**
TOTAL UNITS:	**194**	**PCT. COST RECOVERY:**	**75.48%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

This service fee will now be part of the Fire Prevention/Operations Inspection (FR-004A) fee.

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CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
ANNUAL BUSINESS FIRE REINSPECTION	**FR-006**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**194**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FIRE ADMIN	ADMIN SPEC	0-1,499 Sq Ft	0.25	$26.42	56	$1,480
FIRE SUPPRESSION	FIRE ENGINEER	0-1,499 Sq Ft	0.25	$42.90	56	$2,402
		TYPE SUBTOTAL	**0.50**	**$69.32**		**$3,882**
FIRE ADMIN	ADMIN SPEC	1,500-9,999 Sq Ft	0.25	$26.42	90	$2,378
FIRE SUPPRESSION	FIRE ENGINEER	1,500-9,999 Sq Ft	0.25	$42.95	90	$3,866
		TYPE SUBTOTAL	**0.50**	**$69.37**		**$6,243**
FIRE ADMIN	ADMIN SPEC	10,000-24,999 Sq Ft	0.25	$26.42	20	$528
FIRE SUPPRESSION	FIRE ENGINEER	10,000-24,999 Sq Ft	0.50	$85.87	20	$1,717
		TYPE SUBTOTAL	**0.75**	**$112.29**		**$2,246**
FIRE ADMIN	ADMIN SPEC	25,000-99,999 Sq Ft	0.25	$26.42	24	$634
FIRE SUPPRESSION	FIRE ENGINEER	25,000-99,999 Sq Ft	1.00	$171.66	24	$4,120
		TYPE SUBTOTAL	**1.25**	**$198.08**		**$4,754**
FIRE ADMIN	ADMIN SPEC	100K-499K Sq Ft	0.25	$26.42	1	$26
FIRE PREVENTION	FIRE MARSHAL	100K-499K Sq Ft	4.00	$966.32	1	$966
		TYPE SUBTOTAL	**4.25**	**$992.74**		**$993**
FIRE ADMIN	ADMIN SPEC	500+ Sq Ft	0.25	$26.42	3	$79
FIRE PREVENTION	FIRE MARSHAL	500K+ Sq Ft	4.00	$966.32	3	$2,899
		TYPE SUBTOTAL	**4.25**	**$992.74**		**$2,978**
		TOTALS	**11.50**	**$108.74**		**$21,096**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
ANNUAL FIRE PERMIT	**FR-007**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
FIRE PREVENTION	PERMIT	Business

DESCRIPTION OF SERVICE

Annual inspection of high hazard occupancies or processes which are required under the California Fire Code.

CURRENT FEE STRUCTURE

$81 per permit

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$99.82**	**TOTAL REVENUE:**	**$28,350**
UNIT COST:	**$118.13**	**TOTAL COST:**	**$33,549**
UNIT PROFIT (SUBSIDY):	**$(18.31)**	**TOTAL PROFIT (SUBSIDY):**	**$(5,199)**
TOTAL UNITS:	**284**	**PCT. COST RECOVERY:**	**84.50%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$120 per permit

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
ANNUAL FIRE PERMIT	**FR-007**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**284**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FIRE PREVENTION	FIRE PREV SPEC		0.67	$118.13	284	$33,549
		TYPE SUBTOTAL	**0.67**	**$118.13**		**$33,549**
		TOTALS	**0.67**	**$118.13**		**$33,549**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
SPECIAL EVENT PERMIT	**FR-008**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
FIRE PREVENTION	PERMIT	Comm Group/Business

DESCRIPTION OF SERVICE

Review and inspection of a one-time special event which is required under the California Fire Code.

CURRENT FEE STRUCTURE

$456 per permit

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$1,026.00**	**TOTAL REVENUE:**	**$12,312**
UNIT COST:	**$290.92**	**TOTAL COST:**	**$3,491**
UNIT PROFIT (SUBSIDY):	**$735.08**	**TOTAL PROFIT (SUBSIDY):**	**$8,821**
TOTAL UNITS:	**12**	**PCT. COST RECOVERY:**	**352.68%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$290 per permit

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
SPECIAL EVENT PERMIT	**FR-008**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**12**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FIRE ADMIN	ADMIN SPEC		0.25	$26.42	12	$317
FIRE PREVENTION	FIRE PREV SPEC		1.50	$264.47	12	$3,174
		TYPE SUBTOTAL	**1.75**	**$290.89**		**$3,491**
		TOTALS	**1.75**	**$290.92**		**$3,491**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
TENT PERMIT	**FR-008A**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
FIRE PREVENTION	PERMIT	Resident/Business

DESCRIPTION OF SERVICE

Review and inspection of a temporary tent over 400 square feet which is required under the California Fire Code.

CURRENT FEE STRUCTURE

$81 per permit

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$81.00**	**TOTAL REVENUE:**	**$891**
UNIT COST:	**$264.45**	**TOTAL COST:**	**$2,909**
UNIT PROFIT (SUBSIDY):	**$(183.45)**	**TOTAL PROFIT (SUBSIDY):**	**$(2,018)**
TOTAL UNITS:	**11**	**PCT. COST RECOVERY:**	**30.63%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$235 per permit

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
TENT PERMIT	**FR-008A**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**11**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FIRE PREVENTION	FIRE PREV SPEC		1.50	$264.47	11	$2,909
		TYPE SUBTOTAL	**1.50**	**$264.47**		**$2,909**
		TOTALS	**1.50**	**$264.45**		**$2,909**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
ALTERNATE MEANS & METHODS REVIEW	**FR-009**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
FIRE PREVENTION	APPLICATION	Developer/Resident/Business

DESCRIPTION OF SERVICE

Review of a request for a Fire Code alternate means and methods use.

CURRENT FEE STRUCTURE

None

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$4,832.00**	**TOTAL COST:**	**$4,832**
UNIT PROFIT (SUBSIDY):	**$(4,832.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(4,832)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$4,830 per application

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
ALTERNATE MEANS & METHODS REVIEW	**FR-009**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FIRE PREVENTION	FIRE MARSHAL		20.00	$4,831.60	1	$4,832
		TYPE SUBTOTAL	**20.00**	**$4,831.60**		**$4,832**
		TOTALS	**20.00**	**$4,832.00**		**$4,832**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
FIRE PREV. MODIFICATION REQUEST	**FR-009A**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
FIRE PREVENTION	APPLICATION	Developer/Resident/Business

DESCRIPTION OF SERVICE

Review of a request to use a modification to the applicable Fire Code section.

CURRENT FEE STRUCTURE

None

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$966.33**	**TOTAL COST:**	**$23,192**
UNIT PROFIT (SUBSIDY):	**$(966.33)**	**TOTAL PROFIT (SUBSIDY):**	**$(23,192)**
TOTAL UNITS:	**24**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$965 per application

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
FIRE PREV. MODIFICATION REQUEST	**FR-009A**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**24**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FIRE PREVENTION	FIRE MARSHAL		4.00	$966.32	24	$23,192
		TYPE SUBTOTAL	**4.00**	**$966.32**		**$23,192**
		TOTALS	**4.00**	**$966.33**		**$23,192**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
FIRE PERMIT EXTENSION	**FR-009B**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
FIRE PREVENTION	APPLICATION	Developer/Resident/Business

DESCRIPTION OF SERVICE

Processing a request for an extension to an existing Fire permit.

CURRENT FEE STRUCTURE

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$154.45**	**TOTAL COST:**	**$6,178**
UNIT PROFIT (SUBSIDY):	**$(154.45)**	**TOTAL PROFIT (SUBSIDY):**	**$(6,178)**
TOTAL UNITS:	**40**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$155 per application

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
FIRE PERMIT EXTENSION	**FR-009B**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**40**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FIRE ADMIN	SR MGMT ANALYST		0.75	$154.44	40	$6,178
		TYPE SUBTOTAL	**0.75**	**$154.44**		**$6,178**
		TOTALS	**0.75**	**$154.45**		**$6,178**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
FIRE SPECIALTY SYSTEM REMINDER PROG	**FR-010**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
FIRE PREVENTION	SYSTEM	Resident/Business

DESCRIPTION OF SERVICE

Administration of the Fire Specialty System Reminder Program.

CURRENT FEE STRUCTURE

None

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$20.32**	**TOTAL COST:**	**$10,160**
UNIT PROFIT (SUBSIDY):	**$(20.32)**	**TOTAL PROFIT (SUBSIDY):**	**$(10,160)**
TOTAL UNITS:	**500**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$20 per system

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
FIRE SPECIALTY SYSTEM REMINDER PROG	**FR-010**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**500**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FIRE PREVENTION	TEMP EMPLOYEES		0.50	$20.32	500	$10,160
		TYPE SUBTOTAL	**0.50**	**$20.32**		**$10,160**
		TOTALS	**0.50**	**$20.32**		**$10,160**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
SPECIAL FIRE EQUIP INSP/APPROVAL	**FR-011**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
FIRE PREVENTION	REQUEST	Developer/Business

DESCRIPTION OF SERVICE

Review of new fire protection equipment on request.

CURRENT FEE STRUCTURE

$691 per request plus any outside costs

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$0.00**	**TOTAL COST:**	**$0**
UNIT PROFIT (SUBSIDY):	**$0.00**	**TOTAL PROFIT (SUBSIDY):**	**$0**
TOTAL UNITS:	**0**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

This service is no longer provided and should be removed from the fee schedule.

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
SPECIAL FIRE EQUIP INSP/APPROVAL	**FR-011**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**0**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
			0.00	$0.00	0	$0
		TYPE SUBTOTAL	**0.00**	**$0.00**		**$0**
		TOTALS	**0.00**	**$0.00**		**$0**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
FIRE RE-INSPECTION	**FR-012**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
FIRE PREVENTION	INSPECTION	Developer/Resident/Business

DESCRIPTION OF SERVICE

Re-inspection of new or annual fire improvements or occpancies which are required due to the actions of the applicant of business.

CURRENT FEE STRUCTURE

Charges at the fully allocated hourly rates for all personnel involved plus any outside or contract costs.

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$150.00**	**TOTAL REVENUE:**	**$300**
UNIT COST:	**$176.50**	**TOTAL COST:**	**$353**
UNIT PROFIT (SUBSIDY):	**$(26.50)**	**TOTAL PROFIT (SUBSIDY):**	**$(53)**
TOTAL UNITS:	**2**	**PCT. COST RECOVERY:**	**84.99%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Charges at the fully allocated hourly rates for all personnel involved plus any outside or contract costs.

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
FIRE RE-INSPECTION	**FR-012**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**2**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FIRE PREVENTION	FIRE PREV SPEC		1.00	$176.31	2	$353
		TYPE SUBTOTAL	**1.00**	**$176.31**		**$353**
		TOTALS	**1.00**	**$176.50**		**$353**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
AFTER-HOURS FIRE INSPECTION	**FR-013**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
FIRE PREVENTION	INSPECTION	Business

DESCRIPTION OF SERVICE

Inspection of an occupancy which is necessary to be performed after-hours with a four hour minimum.

CURRENT FEE STRUCTURE

Charges at the overtime rate (120% of fully allocated hourly rates) for all personnel involved plus any outside or contract costs, with a 2 hour minimum.

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$300.00**	**TOTAL REVENUE:**	**$23,100**
UNIT COST:	**$352.62**	**TOTAL COST:**	**$27,152**
UNIT PROFIT (SUBSIDY):	**$(52.62)**	**TOTAL PROFIT (SUBSIDY):**	**$(4,052)**
TOTAL UNITS:	**77**	**PCT. COST RECOVERY:**	**85.08%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Charges at the overtime rate (120% of fully allocated hourly rates) for all personnel involved plus any outside or contract costs, with a 2 hour minimum.

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
AFTER-HOURS FIRE INSPECTION	**FR-013**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**77**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FIRE PREVENTION	FIRE PREV SPEC	Hourly W/2 Hr Min	2.00	$352.62	77	$27,152
		TYPE SUBTOTAL	**2.00**	**$352.62**		**$27,152**
		TOTALS	**2.00**	**$352.62**		**$27,152**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
HAZARDOUS MATERIALS INSP. PROGRAM	**FR-014**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
FIRE ENVIRON SAFETY	BUSINESS	Business

DESCRIPTION OF SERVICE

Review and inspection of occupancies every three years which store hazardous materials to determine compliance with City and State codes and standards.

CURRENT FEE STRUCTURE

Range I - $450
Range II - $487
Range III - $632
Range IV - $680
Range V - $771

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$531.79**	**TOTAL REVENUE:**	**$149,433**
UNIT COST:	**$1,687.17**	**TOTAL COST:**	**$474,096**
UNIT PROFIT (SUBSIDY):	**$(1,155.38)**	**TOTAL PROFIT (SUBSIDY):**	**$(324,663)**
TOTAL UNITS:	**281**	**PCT. COST RECOVERY:**	**31.52%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Range I - $1,470
Range II - $1,590
Range III - $1,915
Range IV - $2,050
Range V - $2,465

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
HAZARDOUS MATERIALS INSP. PROGRAM	**FR-014**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**281**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FIRE CUPA	MGMT ANALYST	Range I	2.75	$527.51	106	$55,916
FIRE CUPA	PRINCIPAL ENVIR SPEC	Range I	4.00	$942.48	106	$99,903
		TYPE SUBTOTAL	**6.75**	**$1,469.99**		**$155,819**
FIRE CUPA	MGMT ANALYST	Range II	2.75	$527.51	81	$42,728
FIRE CUPA	PRINCIPAL ENVIR SPEC	Range II	4.50	$1,060.29	81	$85,883
		TYPE SUBTOTAL	**7.25**	**$1,587.80**		**$128,612**
FIRE CUPA	ENVIR SAFETY MGR	Range III	5.00	$1,385.55	53	$73,434
FIRE CUPA	MGMT ANALYST	Range III	2.75	$527.51	53	$27,958
		TYPE SUBTOTAL	**7.75**	**$1,913.06**		**$101,392**
FIRE CUPA	ENVIR SAFETY MGR	Range IV	5.50	$1,524.11	31	$47,247
FIRE CUPA	MGMT ANALYST	Range IV	2.75	$527.51	31	$16,353
		TYPE SUBTOTAL	**8.25**	**$2,051.62**		**$63,600**
FIRE CUPA	ENVIR SAFETY MGR	Range V	7.00	$1,939.77	10	$19,398
FIRE CUPA	MGMT ANALYST	Range V	2.75	$527.51	10	$5,275
		TYPE SUBTOTAL	**9.75**	**$2,467.28**		**$24,673**
		TOTALS	**39.75**	**$1,687.17**		**$474,096**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
CHEMICAL ACCIDENT RELEASE PREV PROG	**FR-015**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
FIRE ENVIRON SAFETY	BUSINESS	Business

DESCRIPTION OF SERVICE

Review of an occupancy's chemical accident release prevention program on an every three year basis to determine compliance with City and State codes and standards.

CURRENT FEE STRUCTURE

Program 1 - $6,326
Program 2 - $9,962
Program 3 - $18,181
Program 4 - $152,549

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$39,396.00**	**TOTAL REVENUE:**	**$196,980**
UNIT COST:	**$29,084.40**	**TOTAL COST:**	**$145,422**
UNIT PROFIT (SUBSIDY):	**$10,311.60**	**TOTAL PROFIT (SUBSIDY):**	**$51,558**
TOTAL UNITS:	**5**	**PCT. COST RECOVERY:**	**135.45%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Program 1 - $4,030
Program 2 - $5,970
Program 3 - $11,510
Program 4 - $117,940

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
CHEMICAL ACCIDENT RELEASE PREV PROG	**FR-015**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**5**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FIRE CUPA	ENVIR SAFETY MGR	Program 1	13.00	$3,602.43	1	$3,602
FIRE CUPA	MGMT ANALYST	Program 1	1.00	$191.82	1	$192
FIRE CUPA	PRINCIPAL ENVIR SPEC	Program 1	1.00	$235.62	1	$236
		TYPE SUBTOTAL	**15.00**	**$4,029.87**		**$4,030**
FIRE CUPA	ENVIR SAFETY MGR	Program 2	20.00	$5,542.20	2	$11,084
FIRE CUPA	MGMT ANALYST	Program 2	1.00	$191.82	2	$384
FIRE CUPA	PRINCIPAL ENVIR SPEC	Program 2	1.00	$235.62	2	$471
		TYPE SUBTOTAL	**22.00**	**$5,969.64**		**$11,939**
FIRE CUPA	ENVIR SAFETY MGR	Program 3	40.00	$11,084.40	1	$11,084
FIRE CUPA	MGMT ANALYST	Program 3	1.00	$191.82	1	$192
FIRE CUPA	PRINCIPAL ENVIR SPEC	Program 3	1.00	$235.62	1	$236
		TYPE SUBTOTAL	**42.00**	**$11,511.84**		**$11,512**
FIRE CUPA	ENVIR SAFETY MGR	Program 4	350.00	$96,988.50	1	$96,989
FIRE CUPA	MGMT ANALYST	Program 4	108.00	$20,716.56	1	$20,717
FIRE CUPA	PRINCIPAL ENVIR SPEC	Program 4	1.00	$235.62	1	$236
		TYPE SUBTOTAL	**459.00**	**$117,940.68**		**$117,941**
		TOTALS	**538.00**	**$29,084.40**		**$145,422**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
HAZARDOUS WASTE GENERATOR PERMIT	**FR-016**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
FIRE ENVIRON SAFETY	PERMIT	Business

DESCRIPTION OF SERVICE

Review and inspection of hazardous waste generators every three years within the City to determine compliance with City and State codes and standards.

CURRENT FEE STRUCTURE

Very Small Quanity Generator - $487
Small Quantity Generator - $605
Large Quantity Generator - $680
RCRA Large Quantity Generator - $904

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$556.58**	**TOTAL REVENUE:**	**$66,789**
UNIT COST:	**$1,473.32**	**TOTAL COST:**	**$176,798**
UNIT PROFIT (SUBSIDY):	**$(916.74)**	**TOTAL PROFIT (SUBSIDY):**	**$(110,009)**
TOTAL UNITS:	**120**	**PCT. COST RECOVERY:**	**37.78%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Very Small Quanity Generator - $1,350
Small Quantity Generator - $1,350
Large Quantity Generator - $2,505
RCRA Large Quantity Generator - $2,505

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
HAZARDOUS WASTE GENERATOR PERMIT	**FR-016**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**120**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FIRE CUPA	MGMT ANALYST	VSQG	1.50	$287.73	67	$19,278
FIRE CUPA	PRINCIPAL ENVIR SPEC	VSQG	4.50	$1,060.29	67	$71,039
		TYPE SUBTOTAL	**6.00**	**$1,348.02**		**$90,317**
FIRE CUPA	MGMT ANALYST	SQG	1.50	$287.73	40	$11,509
FIRE CUPA	PRINCIPAL ENVIR SPEC	SQG	4.50	$1,060.29	40	$42,412
		TYPE SUBTOTAL	**6.00**	**$1,348.02**		**$53,921**
FIRE CUPA	ENVIR SAFETY MGR	LQG	8.00	$2,216.88	8	$17,735
FIRE CUPA	MGMT ANALYST	LQG	1.50	$287.73	8	$2,302
		TYPE SUBTOTAL	**9.50**	**$2,504.61**		**$20,037**
FIRE CUPA	ENVIR SAFETY MGR	RCRA LQG	8.00	$2,216.88	5	$11,084
FIRE CUPA	MGMT ANALYST	RCRA LQG	1.50	$287.73	5	$1,439
		TYPE SUBTOTAL	**9.50**	**$2,504.61**		**$12,523**
		TOTALS	**31.00**	**$1,473.32**		**$176,798**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
TIERED HAZ WASTE PERMIT PROCESSING	**FR-017**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
FIRE ENVIRON SAFETY	PERMIT	Business

DESCRIPTION OF SERVICE

Review and inspection of tiered permit hazardous waste generators every three years within the City to determine compliance with City and State codes and standards.

CURRENT FEE STRUCTURE

Permit By Rule - $1,749
Conditional Authorization - $1,684
Conditionally Exempt - $2,663

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$2,032.00**	**TOTAL REVENUE:**	**$6,096**
UNIT COST:	**$2,963.00**	**TOTAL COST:**	**$8,889**
UNIT PROFIT (SUBSIDY):	**$(931.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(2,793)**
TOTAL UNITS:	**3**	**PCT. COST RECOVERY:**	**68.58%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Permit By Rule - $4,070
Conditional Authorization - $2,965
Conditionally Exempt - $1,855

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CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
TIERED HAZ WASTE PERMIT PROCESSING	**FR-017**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**3**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FIRE CUPA	ENVIR SAFETY MGR	Permit By Rule	14.00	$3,879.54	1	$3,880
FIRE CUPA	MGMT ANALYST	Permit By Rule	1.00	$191.82	1	$192
		TYPE SUBTOTAL	**15.00**	**$4,071.36**		**$4,071**
FIRE CUPA	ENVIR SAFETY MGR	Cond Auth CA	10.00	$2,771.10	1	$2,771
FIRE CUPA	MGMT ANALYST	Cond Auth CA	1.00	$191.82	1	$192
		TYPE SUBTOTAL	**11.00**	**$2,962.92**		**$2,963**
FIRE CUPA	ENVIR SAFETY MGR	Cond Exempt CE	6.00	$1,662.66	1	$1,663
FIRE CUPA	MGMT ANALYST	Cond Exempt CE	1.00	$191.82	1	$192
		TYPE SUBTOTAL	**7.00**	**$1,854.48**		**$1,854**
		TOTALS	**33.00**	**$2,963.00**		**$8,889**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
UNDERGROUND TANK PERMIT	**FR-018**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
FIRE ENVIRON SAFETY	PERMIT	Business

DESCRIPTION OF SERVICE

Annual review and inspection of the installation and removal of underground storage tanks to determine compliance with City codes and standards.

CURRENT FEE STRUCTURE

Annual Permit Maintenance - $1,055 plus $150 per add'l tank
Operating Permit Transfer - $450
New Construction Plan Clearance - $755 + $188 per add'l tank
Closure Application - $1,353 plus $150 per add'l tank or deposit
Complex Site Investigation - Deposit with actual costs
Permit Addendum - $300
Voluntary Cleanup Oversight - Deposit with actual costs
Secondary Containment Testing Oversight - $300 plus $375 per tank plus $375 for each re-inspection per tank after the first 2 inspections

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$1,992.05**	**TOTAL REVENUE:**	**$39,841**
UNIT COST:	**$5,674.90**	**TOTAL COST:**	**$113,498**
UNIT PROFIT (SUBSIDY):	**$(3,682.85)**	**TOTAL PROFIT (SUBSIDY):**	**$(73,657)**
TOTAL UNITS:	**20**	**PCT. COST RECOVERY:**	**35.10%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Annual Permit Maintenance - $3,295 plus $235 per add'l tank
Operating Permit Transfer - $705
New Construction Plan Clearance - $2,310 + $235 per add'l tank
Closure Application - $4,435 plus $235 per add'l tank or deposit
Complex Site Investigation - Deposit with actual costs
Permit Addendum - $470
Voluntary Cleanup Oversight - Deposit with actual costs
Secondary Containment Testing Oversight - $470 plus $590 per tank plus $590 for each re-inspection per tank after the first 2 inspections

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
UNDERGROUND TANK PERMIT	**FR-018**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**20**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FIRE CUPA	ENVIR SAFETY MGR	Annual Permit	1.00	$277.11	20	$5,542
FIRE CUPA	MGMT ANALYST	Annual Permit	1.00	$191.82	20	$3,836
FIRE CUPA	PRINCIPAL ENVIR SPEC	Annual Permit	12.00	$2,827.44	20	$56,549
		TYPE SUBTOTAL	**14.00**	**$3,296.37**		**$65,927**
FIRE CUPA	PRINCIPAL ENVIR SPEC	Ann Permit Add Tank	1.00	$235.62	20	$4,712
		TYPE SUBTOTAL	**1.00**	**$235.62**		**$4,712**
FIRE CUPA	PRINCIPAL ENVIR SPEC	2nd Cont Test Permit	2.00	$471.24	4	$1,885
		TYPE SUBTOTAL	**2.00**	**$471.24**		**$1,885**
FIRE CUPA	PRINCIPAL ENVIR SPEC	2nd Cont Test Tank	2.50	$589.05	4	$2,356
		TYPE SUBTOTAL	**2.50**	**$589.05**		**$2,356**
FIRE CUPA	PRINCIPAL ENVIR SPEC	2nd Cont Tank Re-Ins	2.50	$589.05	1	$589
		TYPE SUBTOTAL	**2.50**	**$589.05**		**$589**
FIRE CUPA	PRINCIPAL ENVIR SPEC	Op Permit Transfer	3.00	$706.86	1	$707
		TYPE SUBTOTAL	**3.00**	**$706.86**		**$707**
FIRE CUPA	MGMT ANALYST	New Const Plan Clear	1.00	$191.82	12	$2,302
FIRE CUPA	PRINCIPAL ENVIR SPEC	New Const Plan Clear	9.00	$2,120.58	12	$25,447
		TYPE SUBTOTAL	**10.00**	**$2,312.40**		**$27,749**
FIRE CUPA	MGMT ANALYST	Closure - 1st Tank	1.00	$191.82	2	$384
FIRE CUPA	PRINCIPAL ENVIR SPEC	Closure - 1st Tank	18.00	$4,241.16	2	$8,482
		TYPE SUBTOTAL	**19.00**	**$4,432.98**		**$8,866**
FIRE CUPA	PRINCIPAL ENVIR SPEC	Closure - Add'l Tank	1.00	$235.62	1	$236
		TYPE SUBTOTAL	**1.00**	**$235.62**		**$236**

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The costs shown on the facing page are
a continued listing of costs listed on
the page immediately preceding.

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
UNDERGROUND TANK PERMIT	**FR-018**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**20**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FIRE CUPA	PRINCIPAL ENVIR SPEC	Permit Addendum	2.00	$471.24	1	$471
		TYPE SUBTOTAL	**2.00**	**$471.24**		**$471**
FIRE CUPA	PRINCIPAL ENVIR SPEC	Compl Site Inv - Dep	0.00	$0.00	1	$0
		TYPE SUBTOTAL	**0.00**	**$0.00**		**$0**
FIRE CUPA	PRINCIPAL ENVIR SPEC	Ovrsght Cleanup-Dep	0.00	$0.00	1	$0
		TYPE SUBTOTAL	**0.00**	**$0.00**		**$0**
		TOTALS	**57.00**	**$5,674.90**		**$113,498**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
ABOVE GROUND LIQUID TANK INSPECTION	**FR-019**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
FIRE ENVIRON SAFETY	TANK	Business

DESCRIPTION OF SERVICE

Review and inspection of above ground liquid storage tanks to determine compliance with City and State codes and standards.

CURRENT FEE STRUCTURE

0-10,000 gallons - $867 per facility
10,001-1,000,000 gallons - $2,167 per facility
1,000,001 or more gallons - $2,530 per facility

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$1,271.94**	**TOTAL REVENUE:**	**$41,974**
UNIT COST:	**$2,293.97**	**TOTAL COST:**	**$75,701**
UNIT PROFIT (SUBSIDY):	**$(1,022.03)**	**TOTAL PROFIT (SUBSIDY):**	**$(33,727)**
TOTAL UNITS:	**33**	**PCT. COST RECOVERY:**	**55.45%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

0-10,000 gallons - $1,605 per facility
10,001-1,000,000 gallons - $3,515 per facility
1,000,001 or more gallons - $7,120 per facility

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
ABOVE GROUND LIQUID TANK INSPECTION	**FR-019**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**33**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FIRE CUPA	MGMT ANALYST	0-10K Gallons	1.00	$191.82	23	$4,412
FIRE CUPA	PRINCIPAL ENVIR SPEC	0-10K Gallons	6.00	$1,413.72	23	$32,516
		TYPE SUBTOTAL	**7.00**	**$1,605.54**		**$36,927**
FIRE CUPA	ENVIR SAFETY MGR	10K-1M Gallons	12.00	$3,325.32	9	$29,928
FIRE CUPA	MGMT ANALYST	10K-1M Gallons	1.00	$191.82	9	$1,726
		TYPE SUBTOTAL	**13.00**	**$3,517.14**		**$31,654**
FIRE CUPA	ENVIR SAFETY MGR	1M+ Gallons	25.00	$6,927.75	1	$6,928
FIRE CUPA	MGMT ANALYST	1M+ Gallons	1.00	$191.82	1	$192
		TYPE SUBTOTAL	**26.00**	**$7,119.57**		**$7,120**
		TOTALS	**46.00**	**$2,293.97**		**$75,701**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
HAZARDOUS MATERIALS RESPONSE	**FR-020**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
FIRE ENVIRON SAFETY	RESPONSE	Business/Non-Resident

DESCRIPTION OF SERVICE

Response to a hazardous material spill in the public right-of-way.

CURRENT FEE STRUCTURE

Charge the fully allocated hourly rates for all personnel involved plus any outside or contract costs.

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$0.00**	**TOTAL COST:**	**$0**
UNIT PROFIT (SUBSIDY):	**$0.00**	**TOTAL PROFIT (SUBSIDY):**	**$0**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Charge the fully allocated hourly rates for all personnel involved plus any outside or contract costs.

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
HAZARDOUS MATERIALS RESPONSE	**FR-020**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FIRE CUPA	ENVIR SAFETY MGR	Actual Costs	0.00	$0.00	1	$0
FIRE CUPA	MGMT ANALYST	Actual Time	0.00	$0.00	1	$0
		TYPE SUBTOTAL	**0.00**	**$0.00**		**$0**
		TOTALS	**0.00**	**$0.00**		**$0**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
ENVIRON SAFETY ENFORCE INSPECTION	**FR-021**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
FIRE ENVIRON SAFETY	INSPECTION	Business

DESCRIPTION OF SERVICE

Enforcement inspections of environmental safety issues.

CURRENT FEE STRUCTURE

Charge the fully allocated hourly rates for all personnel involved plus any outside or contract costs.

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$277.00**	**TOTAL COST:**	**$277**
UNIT PROFIT (SUBSIDY):	**$(277.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(277)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Charge the fully allocated hourly rates for all personnel involved plus any outside or contract costs.

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CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
ENVIRON SAFETY ENFORCE INSPECTION	**FR-021**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FIRE CUPA	ENVIR SAFETY MGR		1.00	$277.11	1	$277
		TYPE SUBTOTAL	**1.00**	**$277.11**		**$277**
		TOTALS	**1.00**	**$277.00**		**$277**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
UNIFIED PROGRAM ADMINISTRATION	**FR-022**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
FIRE ENVIRON SAFETY	PERMIT	Business

DESCRIPTION OF SERVICE

Administrative processing related to Unified Program Facility permits.

CURRENT FEE STRUCTURE

$112 per facility/business

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$112.00**	**TOTAL REVENUE:**	**$35,504**
UNIT COST:	**$191.82**	**TOTAL COST:**	**$60,807**
UNIT PROFIT (SUBSIDY):	**$(79.82)**	**TOTAL PROFIT (SUBSIDY):**	**$(25,303)**
TOTAL UNITS:	**317**	**PCT. COST RECOVERY:**	**58.39%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$190 per facility/business

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CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
UNIFIED PROGRAM ADMINISTRATION	**FR-022**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**317**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FIRE CUPA	MGMT ANALYST		1.00	$191.82	317	$60,807
		TYPE SUBTOTAL	**1.00**	**$191.82**		**$60,807**
		TOTALS	**1.00**	**$191.82**		**$60,807**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
CUPA - NEW BUSINESS	**FR-023**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
FIRE ENVIRON SAFETY	PERMIT	Business

DESCRIPTION OF SERVICE

Review of a new business to determine if the business should be included in the Unified Program.

CURRENT FEE STRUCTURE

$143 per facility/business

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$143.00**	**TOTAL REVENUE:**	**$2,288**
UNIT COST:	**$304.31**	**TOTAL COST:**	**$4,869**
UNIT PROFIT (SUBSIDY):	**$(161.31)**	**TOTAL PROFIT (SUBSIDY):**	**$(2,581)**
TOTAL UNITS:	**16**	**PCT. COST RECOVERY:**	**46.99%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$305 per facility/business

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CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
CUPA - NEW BUSINESS	**FR-023**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**16**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FIRE CUPA	ENVIR SAFETY MGR		0.50	$138.56	16	$2,217
FIRE CUPA	MGMT ANALYST		0.25	$47.96	16	$767
FIRE CUPA	PRINCIPAL ENVIR SPEC		0.50	$117.81	16	$1,885
		TYPE SUBTOTAL	**1.25**	**$304.33**		**$4,869**
		TOTALS	**1.25**	**$304.31**		**$4,869**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
CERS CONSULTATION/SERVICE	**FR-024**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
FIRE ENVIRON SAFETY	REVIEW	Business

DESCRIPTION OF SERVICE

Review of businesses and facilities in the El SEgundo Unififed Program requiring additional time for consultation and guidance on annual CERS (hazardous materials inventory) submittals.

CURRENT FEE STRUCTURE

$164 per hour (4 hours maximum per year)

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$159.31**	**TOTAL REVENUE:**	**$5,576**
UNIT COST:	**$238.37**	**TOTAL COST:**	**$8,343**
UNIT PROFIT (SUBSIDY):	**$(79.06)**	**TOTAL PROFIT (SUBSIDY):**	**$(2,767)**
TOTAL UNITS:	**35**	**PCT. COST RECOVERY:**	**66.83%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Range I - $120
Range II - $235
Range III - $470
Range IV - $1,110
Range V - $1,110

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
CERS CONSULTATION/SERVICE	**FR-024**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**35**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FIRE CUPA	PRINCIPAL ENVIR SPEC	Range I	0.50	$117.81	20	$2,356
		TYPE SUBTOTAL	**0.50**	**$117.81**		**$2,356**
FIRE CUPA	PRINCIPAL ENVIR SPEC	Range II	1.00	$235.62	10	$2,356
		TYPE SUBTOTAL	**1.00**	**$235.62**		**$2,356**
FIRE CUPA	PRINCIPAL ENVIR SPEC	Range III	2.00	$471.24	3	$1,414
		TYPE SUBTOTAL	**2.00**	**$471.24**		**$1,414**
FIRE CUPA	ENVIR SAFETY MGR	Range IV	4.00	$1,108.44	1	$1,108
		TYPE SUBTOTAL	**4.00**	**$1,108.44**		**$1,108**
FIRE CUPA	ENVIR SAFETY MGR	Range V	4.00	$1,108.44	1	$1,108
		TYPE SUBTOTAL	**4.00**	**$1,108.44**		**$1,108**
		TOTALS	**11.50**	**$238.37**		**$8,343**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
HMBP REGULATORY RE-INSPECTION	**FR-025**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
FIRE ENVIRON SAFETY	REVIEW	Business

DESCRIPTION OF SERVICE

Reinspection of businesses and facilities in the El Segundo Unified Program requiring second or subsequent reinspection after a notice of violation is issued.

CURRENT FEE STRUCTURE

$164 per hour

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$125.05**	**TOTAL REVENUE:**	**$2,501**
UNIT COST:	**$186.90**	**TOTAL COST:**	**$3,738**
UNIT PROFIT (SUBSIDY):	**$(61.85)**	**TOTAL PROFIT (SUBSIDY):**	**$(1,237)**
TOTAL UNITS:	**20**	**PCT. COST RECOVERY:**	**66.91%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Range I - $120
Range II - $175
Range III - $235
Range IV - $415
Range V - $555

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CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
HMBP REGULATORY RE-INSPECTION	**FR-025**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**20**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FIRE CUPA	PRINCIPAL ENVIR SPEC	Range 1	0.50	$117.81	10	$1,178
		TYPE SUBTOTAL	**0.50**	**$117.81**		**$1,178**
FIRE CUPA	PRINCIPAL ENVIR SPEC	Range 2	0.75	$176.72	5	$884
		TYPE SUBTOTAL	**0.75**	**$176.72**		**$884**
FIRE CUPA	PRINCIPAL ENVIR SPEC	Range 3	1.00	$235.62	3	$707
		TYPE SUBTOTAL	**1.00**	**$235.62**		**$707**
FIRE CUPA	ENVIR SAFETY MGR	Range 4	1.50	$415.67	1	$416
		TYPE SUBTOTAL	**1.50**	**$415.67**		**$416**
FIRE CUPA	ENVIR SAFETY MGR	Range 5	2.00	$554.22	1	$554
		TYPE SUBTOTAL	**2.00**	**$554.22**		**$554**
		TOTALS	**5.75**	**$186.90**		**$3,738**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
CALARP REGULATORY RE-INSPECTION	**FR-025A**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
FIRE ENVIRON SAFETY	REVIEW	Business

DESCRIPTION OF SERVICE

Reinspection of businesses and facilities in the El Segundo Unified Program requiring second or subsequent reinspection after a notice of violation is issued.

CURRENT FEE STRUCTURE

$164 per hour

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$533.00**	**TOTAL REVENUE:**	**$2,132**
UNIT COST:	**$900.50**	**TOTAL COST:**	**$3,602**
UNIT PROFIT (SUBSIDY):	**$(367.50)**	**TOTAL PROFIT (SUBSIDY):**	**$(1,470)**
TOTAL UNITS:	**4**	**PCT. COST RECOVERY:**	**59.19%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Program 1 - $275
Program 2 - $555
Program 3 - $1,110
Program 4 - $1,665

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CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
CALARP REGULATORY RE-INSPECTION	**FR-025A**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**4**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FIRE CUPA	ENVIR SAFETY MGR	Program 1	1.00	$277.11	1	$277
		TYPE SUBTOTAL	**1.00**	**$277.11**		**$277**
FIRE CUPA	ENVIR SAFETY MGR	Program 2	2.00	$554.22	1	$554
		TYPE SUBTOTAL	**2.00**	**$554.22**		**$554**
FIRE CUPA	ENVIR SAFETY MGR	Program 3	4.00	$1,108.44	1	$1,108
		TYPE SUBTOTAL	**4.00**	**$1,108.44**		**$1,108**
FIRE CUPA	ENVIR SAFETY MGR	Program 4	6.00	$1,662.66	1	$1,663
		TYPE SUBTOTAL	**6.00**	**$1,662.66**		**$1,663**
		TOTALS	**13.00**	**$900.50**		**$3,602**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
HWG REGULATORY RE-INSPECTION	**FR-025B**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
FIRE ENVIRON SAFETY	REVIEW	Business

DESCRIPTION OF SERVICE

Reinspection of businesses and facilities in the El Segundo Unified Program requiring second or subsequent reinspection after a notice of violation is issued.

CURRENT FEE STRUCTURE

$164 per hour

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$128.86**	**TOTAL REVENUE:**	**$902**
UNIT COST:	**$200.00**	**TOTAL COST:**	**$1,400**
UNIT PROFIT (SUBSIDY):	**$(71.14)**	**TOTAL PROFIT (SUBSIDY):**	**$(498)**
TOTAL UNITS:	**7**	**PCT. COST RECOVERY:**	**64.43%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Very Small Quanity Generator - $120
Small Quantity Generator - $175
Large Quantity Generator - $275
RCRA Large Quantity Generator - $415

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CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
HWG REGULATORY RE-INSPECTION	**FR-025B**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**7**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FIRE CUPA	PRINCIPAL ENVIR SPEC	VSQG	0.50	$117.81	3	$353
		TYPE SUBTOTAL	**0.50**	**$117.81**		**$353**
FIRE CUPA	PRINCIPAL ENVIR SPEC	SQG	0.75	$176.72	2	$353
		TYPE SUBTOTAL	**0.75**	**$176.72**		**$353**
FIRE CUPA	ENVIR SAFETY MGR	LQG	1.00	$277.11	1	$277
		TYPE SUBTOTAL	**1.00**	**$277.11**		**$277**
FIRE CUPA	ENVIR SAFETY MGR	RCRA LQG	1.50	$415.67	1	$416
		TYPE SUBTOTAL	**1.50**	**$415.67**		**$416**
		TOTALS	**3.75**	**$200.00**		**$1,400**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
TP REGULATORY RE-INSPECTION	**FR-025C**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
FIRE ENVIRON SAFETY	REVIEW	Business

DESCRIPTION OF SERVICE

Reinspection of businesses and facilities in the El Segundo Unified Program requiring second or subsequent reinspection after a notice of violation is issued.

CURRENT FEE STRUCTURE

$164 per hour

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$191.33**	**TOTAL REVENUE:**	**$574**
UNIT COST:	**$323.33**	**TOTAL COST:**	**$970**
UNIT PROFIT (SUBSIDY):	**$(132.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(396)**
TOTAL UNITS:	**3**	**PCT. COST RECOVERY:**	**59.18%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Permit By Rule - $555
Conditional Authorization - $275
Conditionally Exempt - $140

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
TP REGULATORY RE-INSPECTION	**FR-025C**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**3**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FIRE CUPA	ENVIR SAFETY MGR	Permit By Rule	2.00	$554.22	1	$554
		TYPE SUBTOTAL	**2.00**	**$554.22**		**$554**
FIRE CUPA	ENVIR SAFETY MGR	Cond. Auth.	1.00	$277.11	1	$277
		TYPE SUBTOTAL	**1.00**	**$277.11**		**$277**
FIRE CUPA	ENVIR SAFETY MGR	Cond. Exempt	0.50	$138.56	1	$139
		TYPE SUBTOTAL	**0.50**	**$138.56**		**$139**
		TOTALS	**3.50**	**$323.33**		**$970**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
UST REGULATORY RE-INSPECTION	**FR-025D**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
FIRE ENVIRON SAFETY	REVIEW	Business

DESCRIPTION OF SERVICE

Reinspection of businesses and facilities in the El Segundo Unified Program requiring second or subsequent reinspection after a notice of violation is issued.

CURRENT FEE STRUCTURE

$164 per hour

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$164.00**	**TOTAL REVENUE:**	**$328**
UNIT COST:	**$235.50**	**TOTAL COST:**	**$471**
UNIT PROFIT (SUBSIDY):	**$(71.50)**	**TOTAL PROFIT (SUBSIDY):**	**$(143)**
TOTAL UNITS:	**2**	**PCT. COST RECOVERY:**	**69.64%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Annual Permit - $235
Additional Tank - $235

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
UST REGULATORY RE-INSPECTION	**FR-025D**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**2**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FIRE CUPA	PRINCIPAL ENVIR SPEC	Annual Permit	1.00	$235.62	1	$236
		TYPE SUBTOTAL	**1.00**	**$235.62**		**$236**
FIRE CUPA	PRINCIPAL ENVIR SPEC	Add'l Tank	1.00	$235.62	1	$236
		TYPE SUBTOTAL	**1.00**	**$235.62**		**$236**
		TOTALS	**2.00**	**$235.50**		**$471**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
APSA REGULATORY RE-INSPECTION	**FR-025E**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
FIRE ENVIRON SAFETY	REVIEW	Business

DESCRIPTION OF SERVICE

Reinspection of businesses and facilities in the El Segundo Unified Program requiring second or subsequent reinspection after a notice of violation is issued.

CURRENT FEE STRUCTURE

$164 per hour

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$147.60**	**TOTAL REVENUE:**	**$738**
UNIT COST:	**$371.40**	**TOTAL COST:**	**$1,857**
UNIT PROFIT (SUBSIDY):	**$(223.80)**	**TOTAL PROFIT (SUBSIDY):**	**$(1,119)**
TOTAL UNITS:	**5**	**PCT. COST RECOVERY:**	**39.74%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

0-10,000 gallons - $235
10,001-1,000,000 gallons - $415
1,000,001 or more gallons - $555

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
APSA REGULATORY RE-INSPECTION	**FR-025E**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**5**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FIRE CUPA	PRINCIPAL ENVIR SPEC	0-10K Gallons	1.00	$235.62	2	$471
		TYPE SUBTOTAL	**1.00**	**$235.62**		**$471**
FIRE CUPA	ENVIR SAFETY MGR	10K-1M Gallons	1.50	$415.67	2	$831
		TYPE SUBTOTAL	**1.50**	**$415.67**		**$831**
FIRE CUPA	ENVIR SAFETY MGR	1M+ Gallons	2.00	$554.22	1	$554
		TYPE SUBTOTAL	**2.00**	**$554.22**		**$554**
		TOTALS	**4.50**	**$371.40**		**$1,857**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
FAILURE TO OBTAIN INITIAL PERMIT	**FR-026**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
FIRE ENVIRON SAFETY	PENALTY	Business

DESCRIPTION OF SERVICE

Penalty due to a failure to obtain a CUPA permit.

CURRENT FEE STRUCTURE

Original Fee plus 50%

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$332.00**	**TOTAL COST:**	**$332**
UNIT PROFIT (SUBSIDY):	**$(332.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(332)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Original Fee plus 50%

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
FAILURE TO OBTAIN INITIAL PERMIT	**FR-026**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FIRE CUPA	MGMT ANALYST		0.50	$95.91	1	$96
FIRE CUPA	PRINCIPAL ENVIR SPEC		1.00	$235.62	1	$236
		TYPE SUBTOTAL	**1.50**	**$331.53**		**$332**
		TOTALS	**1.50**	**$332.00**		**$332**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
LATE CERS SUBMITTAL CITATION	**FR-027**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
FIRE ENVIRON SAFETY	CITATION	Business

DESCRIPTION OF SERVICE

Citation for every 30 days the submittal is late.

CURRENT FEE STRUCTURE

$129 per citation

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$129.00**	**TOTAL REVENUE:**	**$3,870**
UNIT COST:	**$213.73**	**TOTAL COST:**	**$6,412**
UNIT PROFIT (SUBSIDY):	**$(84.73)**	**TOTAL PROFIT (SUBSIDY):**	**$(2,542)**
TOTAL UNITS:	**30**	**PCT. COST RECOVERY:**	**60.36%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$215 per citation

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
LATE CERS SUBMITTAL CITATION	**FR-027**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**30**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FIRE CUPA	MGMT ANALYST		0.50	$95.91	30	$2,877
FIRE CUPA	PRINCIPAL ENVIR SPEC		0.50	$117.81	30	$3,534
		TYPE SUBTOTAL	**1.00**	**$213.72**		**$6,412**
		TOTALS	**1.00**	**$213.73**		**$6,412**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
LATE CERS SUBMITTAL CORRECTION	**FR-028**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
FIRE ENVIRON SAFETY	CITATION	Business

DESCRIPTION OF SERVICE

Citation for every 30 days the submittal corrections is late after notification by environmental safety inspector.

CURRENT FEE STRUCTURE

$129 per citation

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$129.00**	**TOTAL REVENUE:**	**$1,935**
UNIT COST:	**$213.73**	**TOTAL COST:**	**$3,206**
UNIT PROFIT (SUBSIDY):	**$(84.73)**	**TOTAL PROFIT (SUBSIDY):**	**$(1,271)**
TOTAL UNITS:	**15**	**PCT. COST RECOVERY:**	**60.36%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$215 per citation

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
LATE CERS SUBMITTAL CORRECTION	**FR-028**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**15**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FIRE CUPA	MGMT ANALYST		0.50	$95.91	15	$1,439
FIRE CUPA	PRINCIPAL ENVIR SPEC		0.50	$117.81	15	$1,767
		TYPE SUBTOTAL	**1.00**	**$213.72**		**$3,206**
		TOTALS	**1.00**	**$213.73**		**$3,206**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
CUPA - LATE PAYMENT PENALTY	**FR-029**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
FIRE ENVIRON SAFETY	PENALTY	Business

DESCRIPTION OF SERVICE

Penalties on payments received after July 1 for annual permit renewal or after the due date on an initial bill.

CURRENT FEE STRUCTURE

10% penalty

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$95.90**	**TOTAL COST:**	**$2,877**
UNIT PROFIT (SUBSIDY):	**$(95.90)**	**TOTAL PROFIT (SUBSIDY):**	**$(2,877)**
TOTAL UNITS:	**30**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

10% penalty

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
CUPA - LATE PAYMENT PENALTY	**FR-029**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**30**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FIRE CUPA	MGMT ANALYST		0.50	$95.91	30	$2,877
		TYPE SUBTOTAL	**0.50**	**$95.91**		**$2,877**
		TOTALS	**0.50**	**$95.90**		**$2,877**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
ENVIRON SAFETY APPLICATION REVIEW	**FR-030**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
FIRE ENVIRON SAFETY	PLAN	Business

DESCRIPTION OF SERVICE

Review of plan check that is not eligible for the Unified Program but needs review for a Certificate of Occupancy.

CURRENT FEE STRUCTURE

None

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$427.44**	**TOTAL COST:**	**$6,839**
UNIT PROFIT (SUBSIDY):	**$(427.44)**	**TOTAL PROFIT (SUBSIDY):**	**$(6,839)**
TOTAL UNITS:	**16**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$425 per application

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
ENVIRON SAFETY APPLICATION REVIEW	**FR-030**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**16**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FIRE CUPA	MGMT ANALYST		1.00	$191.82	16	$3,069
FIRE CUPA	PRINCIPAL ENVIR SPEC		1.00	$235.62	16	$3,770
		TYPE SUBTOTAL	**2.00**	**$427.44**		**$6,839**
		TOTALS	**2.00**	**$427.44**		**$6,839**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
METHANE BARRIER PLAN CHECK/INSPECT	**FR-031**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
FIRE ENVIRON SAFETY	PLAN/PERMIT	Developer/Resident/Business

DESCRIPTION OF SERVICE

Plan review and inspection of a new methane barrier for compliance with City and State codes and standards.

CURRENT FEE STRUCTURE

None

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$277.08**	**TOTAL COST:**	**$3,602**
UNIT PROFIT (SUBSIDY):	**$(277.08)**	**TOTAL PROFIT (SUBSIDY):**	**$(3,602)**
TOTAL UNITS:	**13**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

First Building - $275
Each Additional Building - $275

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
METHANE BARRIER PLAN CHECK/INSPECT	**FR-031**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**13**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FIRE CUPA	ENVIR SAFETY MGR	1st Building	1.00	$277.11	10	$2,771
		TYPE SUBTOTAL	**1.00**	**$277.11**		**$2,771**
FIRE CUPA	ENVIR SAFETY MGR	Each Add'l Building	1.00	$277.11	3	$831
		TYPE SUBTOTAL	**1.00**	**$277.11**		**$831**
		TOTALS	**2.00**	**$277.08**		**$3,602**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
AB1646 OPERATIONS & MAINTENANCE	**FR-032**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
FIRE ENVIRON SAFETY	FACILITY	Business

DESCRIPTION OF SERVICE

Review and maintenance of an AB 1646 petroleum refinery public alerting and notification systems.

CURRENT FEE STRUCTURE

None

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$9,379.00**	**TOTAL COST:**	**$9,379**
UNIT PROFIT (SUBSIDY):	**$(9,379.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(9,379)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$9,380 per facility

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
AB1646 OPERATIONS & MAINTENANCE	**FR-032**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FIRE CUPA	ENVIR SAFETY MGR	Petroleum Refinery	20.00	$5,542.20	1	$5,542
FIRE CUPA	MGMT ANALYST	Petroleum Refinery	20.00	$3,836.40	1	$3,836
		TYPE SUBTOTAL	**40.00**	**$9,378.60**		**$9,379**
		TOTALS	**40.00**	**$9,379.00**		**$9,379**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
PROG 4 CALARP EMERG RESPONSE PUBLIC	**FR-033**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
FIRE ENVIRON SAFETY	FACILITY	Business

DESCRIPTION OF SERVICE

Public alerting of a petroleum refinery public emergency response.

CURRENT FEE STRUCTURE

None

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$102,615.00**	**TOTAL COST:**	**$102,615**
UNIT PROFIT (SUBSIDY):	**$(102,615.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(102,615)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$102,615 per facility

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
PROG 4 CALARP EMERG RESPONSE PUBLIC	**FR-033**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FIRE CUPA	ENVIR SAFETY MGR		335.00	$92,831.85	1	$92,832
FIRE CUPA	MGMT ANALYST		51.00	$9,782.82	1	$9,783
		TYPE SUBTOTAL	**386.00**	**$102,614.67**		**$102,615**
		TOTALS	**386.00**	**$102,615.00**		**$102,615**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
FIRE FALSE ALARM RESPONSE	**FR-040**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
FIRE	RESPONSE	Resident/Business

DESCRIPTION OF SERVICE

Fire response determined to be a false alarm due to malfunction or user error.

CURRENT FEE STRUCTURE

None

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$259.70**	**TOTAL COST:**	**$26,489**
UNIT PROFIT (SUBSIDY):	**$(259.70)**	**TOTAL PROFIT (SUBSIDY):**	**$(26,489)**
TOTAL UNITS:	**102**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

First 3 responses in a calendar year - No Charge
Fourth Response - $260
Fifth Response - $520
Sixth and Subsequent Responses - $780

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
FIRE FALSE ALARM RESPONSE	**FR-040**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**102**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FIRE SUPPRESSION	FIRE CAPTAIN		0.51	$109.38	102	$11,157
FIRE SUPPRESSION	FIRE ENGINEER		0.51	$87.58	102	$8,933
FIRE SUPPRESSION	FIRE FIGHTER		0.49	$62.74	102	$6,399
		TYPE SUBTOTAL	**1.51**	**$259.70**		**$26,489**
		TOTALS	**1.51**	**$259.70**		**$26,489**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
WORKERS COMP ADMIN	**IS-WC**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
WORKERS COMP		

DESCRIPTION OF SERVICE

CURRENT FEE STRUCTURE

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$3,766,779.00**	**TOTAL COST:**	**$3,766,779**
UNIT PROFIT (SUBSIDY):	**$(3,766,779.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(3,766,779)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
WORKERS COMP ADMIN	**IS-WC**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
WORKERS COMP ADMI	DIR OF FIN	.1 FTE	166.80	$30,934.73	1	$30,935
WORKERS COMP ADMI	FINANCE MGR	.05 FTE	83.40	$11,394.94	1	$11,395
WORKERS COMP ADMI	HR TECHNICIAN 1	.1 FTE	166.80	$9,684.41	1	$9,684
WORKERS COMP ADMI	DIR OF HR	.1 FTE	166.80	$30,215.82	1	$30,216
WORKERS COMP ADMI	HR MANAGER	.1 FTE	166.80	$15,537.42	1	$15,537
WORKERS COMP ADMI	HR TECHNICIAN 2	.1 FTE	166.80	$9,684.41	1	$9,684
WORKERS COMP ADMI	RISK MGR	.75 FTE	1,251.00	$154,448.46	1	$154,448
WORKERS COMP ADMI	SR HR ANALYST	.1 FTE	166.80	$16,903.51	1	$16,904
WORKERS COMP ADMI		Prog Exp	0.00	$3,250,000.00	1	$3,250,000
WORKERS COMP ADMI		CAP Charges	0.00	$237,975.03	1	$237,975
		TYPE SUBTOTAL	**2,335.20**	**$3,766,778.73**		**$3,766,779**
		TOTALS	**2,335.20**	**$3,766,779.00**		**$3,766,779**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
NEW LIBRARY CARD PROCESSING	**LB-001**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
LIBRARY	CARD	Resident/Non-Resident

DESCRIPTION OF SERVICE

Processing a new library card.

CURRENT FEE STRUCTURE

California Resident - No Charge
Out-of-State Non-Resident - $40 per year

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$5.32**	**TOTAL COST:**	**$8,023**
UNIT PROFIT (SUBSIDY):	**$(5.32)**	**TOTAL PROFIT (SUBSIDY):**	**$(8,023)**
TOTAL UNITS:	**1,508**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

California Resident - No Charge
Out-of-State Non-Resident - $40 per year

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
NEW LIBRARY CARD PROCESSING	**LB-001**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1,508**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
LIBRARY SUPP SVCS	TEMP EMPLOYEES		0.13	$5.32	1,508	$8,023
		TYPE SUBTOTAL	**0.13**	**$5.32**		**$8,023**
		TOTALS	**0.13**	**$5.32**		**$8,023**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
LIBRARY CARD REPLACEMENT	**LB-002**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
LIBRARY	CARD	Resident/Non-Resident

DESCRIPTION OF SERVICE

Replacement of a lost library card when needed.

CURRENT FEE STRUCTURE

$3.10 per card

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$2.05**	**TOTAL COST:**	**$640**
UNIT PROFIT (SUBSIDY):	**$(2.05)**	**TOTAL PROFIT (SUBSIDY):**	**$(640)**
TOTAL UNITS:	**312**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$3.10 per card

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
LIBRARY CARD REPLACEMENT	**LB-002**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**312**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
LIBRARY SUPP SVCS	TEMP EMPLOYEES		0.05	$2.05	312	$640
		TYPE SUBTOTAL	**0.05**	**$2.05**		**$640**
		TOTALS	**0.05**	**$2.05**		**$640**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
INTER-LIBRARY LOAN	**LB-003**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
LIBRARY	ITEM	Resident/Non-Resident

DESCRIPTION OF SERVICE

Processing request for library item from another library.

CURRENT FEE STRUCTURE

$1.05 per item

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$1.05**	**TOTAL REVENUE:**	**$195**
UNIT COST:	**$30.61**	**TOTAL COST:**	**$5,693**
UNIT PROFIT (SUBSIDY):	**$(29.56)**	**TOTAL PROFIT (SUBSIDY):**	**$(5,498)**
TOTAL UNITS:	**186**	**PCT. COST RECOVERY:**	**3.43%**

SUGGESTED FEE FOR COST RECOVERY OF: 5%

$1 per item

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
INTER-LIBRARY LOAN	**LB-003**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**186**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
LIBRARY PUBLIC SVCS	LIBRARY ASST		0.25	$30.61	186	$5,693
		TYPE SUBTOTAL	**0.25**	**$30.61**		**$5,693**
		TOTALS	**0.25**	**$30.61**		**$5,693**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
OVERDUE LIBRARY ITEM	**LB-005**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
LIBRARY	ITEM	Resident/Non-Resident

DESCRIPTION OF SERVICE

Processing items not returned by the due date.

CURRENT FEE STRUCTURE

Books/Periodicals/Audio Visual - $0.25 per day up to the item cost

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$66.31**	**TOTAL COST:**	**$12,068**
UNIT PROFIT (SUBSIDY):	**$(66.31)**	**TOTAL PROFIT (SUBSIDY):**	**$(12,068)**
TOTAL UNITS:	**182**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

These fees will be removed.

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
OVERDUE LIBRARY ITEM	**LB-005**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**182**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
LIBRARY SUPP SVCS	SR LIBRARY ASST	20 Min/Day	0.45	$66.31	182	$12,068
		TYPE SUBTOTAL	**0.45**	**$66.31**		**$12,068**
		TOTALS	**0.45**	**$66.31**		**$12,068**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
LOST/DAMAGED LIBRARY ITEM REPLACE	**LB-006**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
LIBRARY	ITEM	Resident/Non-Resident

DESCRIPTION OF SERVICE

Repair or replacement of items lost or damaged by a patron.

CURRENT FEE STRUCTURE

Lost or Damaged Item - $10.25 per item plus the replacement cost

Damaged Material Fees:
Book/Bindery Repairs - $10.25 maximum
Periodicals - $2.05 plus replacement cost
Pamphlets/Paperbacks - $1.05 plus replacement cost

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$10.25**	**TOTAL REVENUE:**	**$1,066**
UNIT COST:	**$63.86**	**TOTAL COST:**	**$6,641**
UNIT PROFIT (SUBSIDY):	**$(53.61)**	**TOTAL PROFIT (SUBSIDY):**	**$(5,575)**
TOTAL UNITS:	**104**	**PCT. COST RECOVERY:**	**16.05%**

SUGGESTED FEE FOR COST RECOVERY OF: 20%

Lost or Damaged Item - $10.25 per item plus the replacement cost

Damaged Material Fees:
Book/Bindery Repairs - $10.25 maximum
Periodicals - $2.05 plus replacement cost
Pamphlets/Paperbacks - $1.05 plus replacement cost

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
LOST/DAMAGED LIBRARY ITEM REPLACE	**LB-006**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**104**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
LIBRARY SUPP SVCS	SR LIBRARY ASST		0.33	$48.23	104	$5,016
LIBRARY PUBLIC SVCS	SR LIBRARIAN		0.08	$15.63	104	$1,626
		TYPE SUBTOTAL	**0.41**	**$63.86**		**$6,641**
		TOTALS	**0.41**	**$63.86**		**$6,641**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
LIBRARY PRINTING	**LB-007**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
LIBRARY	PAGE	Resident/Non-Resident

DESCRIPTION OF SERVICE

Providing and maintaining printers to allow for printing from the library computers.

CURRENT FEE STRUCTURE

Black and White - $0.20 per page
Color - $1 per page

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$4,000.00**	**TOTAL REVENUE:**	**$4,000**
UNIT COST:	**$6,216.00**	**TOTAL COST:**	**$6,216**
UNIT PROFIT (SUBSIDY):	**$(2,216.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(2,216)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**64.35%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Black and White - $0.20 per page
Color - $1 per page

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
LIBRARY PRINTING	**LB-007**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
LIBRARY SUPP SVCS	SR LIBRARY ASST	10 Min/Day	42.53	$6,216.18	1	$6,216
		TYPE SUBTOTAL	**42.53**	**$6,216.18**		**$6,216**
		TOTALS	**42.53**	**$6,216.00**		**$6,216**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
LIBRARY FACILITY RENTAL	**LB-008**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
LIBRARY	RENTAL	Resident/Non-Resident

DESCRIPTION OF SERVICE

Rental of meetings rooms at the library.

CURRENT FEE STRUCTURE

Resident Non-Profit Organization - $16 per hour
Resident For Profit Organization - $32 per hour
Non-Resident Non-Profit Organization - $48 per hour
Non-Resident For Profit Organization - $48 per hour
Kitchen - $37 refundable deposit

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$331.82**	**TOTAL REVENUE:**	**$7,300**
UNIT COST:	**$3,400.73**	**TOTAL COST:**	**$74,816**
UNIT PROFIT (SUBSIDY):	**$(3,068.91)**	**TOTAL PROFIT (SUBSIDY):**	**$(67,516)**
TOTAL UNITS:	**22**	**PCT. COST RECOVERY:**	**9.76%**

SUGGESTED FEE FOR COST RECOVERY OF: 5%

Resident Non-Profit Organization - $16 per hour
Resident For Profit Organization - $32 per hour
Non-Resident Non-Profit Organization - $48 per hour
Non-Resident For Profit Organization - $48 per hour
Kitchen - $37 refundable deposit

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CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
LIBRARY FACILITY RENTAL	**LB-008**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**22**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
LIBRARY ADMINISTRATI		Facility Maint/Repl	0.00	$1,738.48	22	$38,247
LIBRARY SUPP SVCS	SR LIBRARY ASST	15%	11.37	$1,662.24	22	$36,569
		TYPE SUBTOTAL	**11.37**	**$3,400.72**		**$74,816**
		TOTALS	**11.37**	**$3,400.73**		**$74,816**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
ADMINISTRATIVE USE PERMIT	**PL-001**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	Developer/Resident/Business

DESCRIPTION OF SERVICE

Review a use that can be approved administratively to determine conformance with City codes and standards.

CURRENT FEE STRUCTURE

$3,306 per application

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$3,306.00**	**TOTAL REVENUE:**	**$19,836**
UNIT COST:	**$2,805.83**	**TOTAL COST:**	**$16,835**
UNIT PROFIT (SUBSIDY):	**$500.17**	**TOTAL PROFIT (SUBSIDY):**	**$3,001**
TOTAL UNITS:	**6**	**PCT. COST RECOVERY:**	**117.83%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$2,805 per application

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CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
ADMINISTRATIVE USE PERMIT	**PL-001**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**6**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
COMM. DEVELOPMENT	PLANNING MANAGER		2.00	$546.02	6	$3,276
COMM. DEVELOPMENT	COMBO: PLAN TECH/ASST PLA		15.00	$2,123.85	6	$12,743
P&BS ADMIN	DIR OF PLANNING & BLDG SA		0.50	$135.99	6	$816
		TYPE SUBTOTAL	**17.50**	**$2,805.86**		**$16,835**
		TOTALS	**17.50**	**$2,805.83**		**$16,835**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
CONDITIONAL USE PERMIT	**PL-003**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	Developer/Resident/Business

DESCRIPTION OF SERVICE

Evaluate a use to determine conformance with City codes and standards, and prepare staff reports to the Planning Commission.

CURRENT FEE STRUCTURE

$11,690 per application

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$11,690.00**	**TOTAL REVENUE:**	**$58,450**
UNIT COST:	**$16,052.20**	**TOTAL COST:**	**$80,261**
UNIT PROFIT (SUBSIDY):	**$(4,362.20)**	**TOTAL PROFIT (SUBSIDY):**	**$(21,811)**
TOTAL UNITS:	**5**	**PCT. COST RECOVERY:**	**72.82%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$16,050 per application

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CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
CONDITIONAL USE PERMIT	**PL-003**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**5**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
COMM. DEVELOPMENT	COMBO: ASST PLAN/PRIN PLA		60.00	$12,222.60	5	$61,113
COMM. DEVELOPMENT	PLANNING MANAGER		10.00	$2,730.10	5	$13,651
P&BS ADMIN	DIR OF PLANNING & BLDG SA		3.00	$815.91	5	$4,080
POLICE ADMIN	CRIME PREV ANALYST 1		0.67	$107.35	5	$537
FIRE PREVENTION	FIRE PREV SPEC		1.00	$176.31	5	$882
		TYPE SUBTOTAL	**74.67**	**$16,052.27**		**$80,261**
		TOTALS	**74.67**	**$16,052.20**		**$80,261**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
DOWNTOWN DESIGN REVIEW	**PL-004**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	Developer/Resident/Business

DESCRIPTION OF SERVICE

Review of a the design and architectural elements of a project in the Downtown Specific Plan Area to determine conformance with City codes and standards.

CURRENT FEE STRUCTURE

Staff Review - $669 per application
Director Review - $4,047 per application
Planning Commission Review - $6,140 per application

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$3,618.67**	**TOTAL REVENUE:**	**$10,856**
UNIT COST:	**$2,537.00**	**TOTAL COST:**	**$7,611**
UNIT PROFIT (SUBSIDY):	**$1,081.67**	**TOTAL PROFIT (SUBSIDY):**	**$3,245**
TOTAL UNITS:	**3**	**PCT. COST RECOVERY:**	**142.64%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Staff Review - $300 per application
Director Review - $1,890 per application
Planning Commission Review - $5,415 per application

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CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
DOWNTOWN DESIGN REVIEW	**PL-004**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**3**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
COMM. DEVELOPMENT	ASSISTANT PLANNER	Staff	2.00	$302.44	1	$302
		TYPE SUBTOTAL	**2.00**	**$302.44**		**$302**
COMM. DEVELOPMENT	ASSISTANT PLANNER	Director	8.00	$1,209.76	1	$1,210
COMM. DEVELOPMENT	PLANNING MANAGER	Director	2.00	$546.02	1	$546
P&BS ADMIN	DIR OF PLANNING & BLDG SA	Director	0.50	$135.99	1	$136
		TYPE SUBTOTAL	**10.50**	**$1,891.77**		**$1,892**
COMM. DEVELOPMENT	ASSISTANT PLANNER	Plan Comm	25.00	$3,780.50	1	$3,781
COMM. DEVELOPMENT	PLANNING MANAGER	Plan Comm	4.00	$1,092.04	1	$1,092
P&BS ADMIN	DIR OF PLANNING & BLDG SA	Plan Comm	2.00	$543.94	1	$544
		TYPE SUBTOTAL	**31.00**	**$5,416.48**		**$5,416**
		TOTALS	**43.50**	**$2,537.00**		**$7,611**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
VARIANCE REVIEW	**PL-005**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	Developer/Resident/Business

DESCRIPTION OF SERVICE

Review of a proposed variance from the terms of the Zoning Code and prepare a staff report for the Planning Commission.

CURRENT FEE STRUCTURE

$7,617 per application

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$7,617.00**	**TOTAL REVENUE:**	**$7,617**
UNIT COST:	**$15,769.00**	**TOTAL COST:**	**$15,769**
UNIT PROFIT (SUBSIDY):	**$(8,152.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(8,152)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**48.30%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$15,770 per application

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CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
VARIANCE REVIEW	**PL-005**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
COMM. DEVELOPMENT	COMBO: ASST PLAN/PRIN PLA		60.00	$12,222.60	1	$12,223
COMM. DEVELOPMENT	PLANNING MANAGER		10.00	$2,730.10	1	$2,730
P&BS ADMIN	DIR OF PLANNING & BLDG SA		3.00	$815.91	1	$816
		TYPE SUBTOTAL	**73.00**	**$15,768.61**		**$15,769**
		TOTALS	**73.00**	**$15,769.00**		**$15,769**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
ADJUSTMENT REVIEW	**PL-006**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	Developer/Resident/Business

DESCRIPTION OF SERVICE

Review of a minor adjustment from the terms of the Zoning Code.

CURRENT FEE STRUCTURE

$2,933 per application

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$2,933.00**	**TOTAL REVENUE:**	**$23,464**
UNIT COST:	**$2,097.88**	**TOTAL COST:**	**$16,783**
UNIT PROFIT (SUBSIDY):	**$835.12**	**TOTAL PROFIT (SUBSIDY):**	**$6,681**
TOTAL UNITS:	**8**	**PCT. COST RECOVERY:**	**139.81%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$2,100 per application

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CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
ADJUSTMENT REVIEW	**PL-006**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**8**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
COMM. DEVELOPMENT	PLANNING MANAGER		2.00	$546.02	8	$4,368
COMM. DEVELOPMENT	COMBO: PLAN TECH/ASST PLA		10.00	$1,415.90	8	$11,327
P&BS ADMIN	DIR OF PLANNING & BLDG SA		0.50	$135.99	8	$1,088
		TYPE SUBTOTAL	**12.50**	**$2,097.91**		**$16,783**
		TOTALS	**12.50**	**$2,097.88**		**$16,783**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
ZONE TEXT AMENDMENT/ZONE CHANGE	**PL-007**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	Developer/Resident/Business

DESCRIPTION OF SERVICE

Review a request to amend or change the regulations established by zoning maps and the Municipal Code.

CURRENT FEE STRUCTURE

Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside or contract costs.

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$15,000.00**	**TOTAL REVENUE:**	**$30,000**
UNIT COST:	**$33,797.00**	**TOTAL COST:**	**$67,594**
UNIT PROFIT (SUBSIDY):	**$(18,797.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(37,594)**
TOTAL UNITS:	**2**	**PCT. COST RECOVERY:**	**44.38%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside or contract costs.

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CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
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SERVICE	REFERENCE NO.
ZONE TEXT AMENDMENT/ZONE CHANGE	**PL-007**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**2**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
COMM. DEVELOPMENT	PLANNING MANAGER		20.00	$5,460.20	2	$10,920
COMM. DEVELOPMENT	PRINCIPAL PLANNER		100.00	$25,617.00	2	$51,234
P&BS ADMIN	DIR OF PLANNING & BLDG SA		10.00	$2,719.70	2	$5,439
		TYPE SUBTOTAL	**130.00**	**$33,796.90**		**$67,594**
		TOTALS	**130.00**	**$33,797.00**		**$67,594**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
PRE-APPLICATION REVIEW	**PL-008**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	Developer

DESCRIPTION OF SERVICE

Review of a project submitted before application submittal to discuss any issues which may cause problems during the formal application process.

CURRENT FEE STRUCTURE

None

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$5,244.80**	**TOTAL COST:**	**$104,896**
UNIT PROFIT (SUBSIDY):	**$(5,244.80)**	**TOTAL PROFIT (SUBSIDY):**	**$(104,896)**
TOTAL UNITS:	**20**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$5,245 per application

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CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
PRE-APPLICATION REVIEW	**PL-008**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**20**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
COMM. DEVELOPMENT	COMBO: ASST PLAN/PRIN PLA		20.00	$4,074.20	20	$81,484
COMM. DEVELOPMENT	PLANNING MANAGER		2.00	$546.02	20	$10,920
P&BS ADMIN	DIR OF PLANNING & BLDG SA		1.00	$271.97	20	$5,439
FIRE PREVENTION	FIRE PREV SPEC		2.00	$352.62	20	$7,052
		TYPE SUBTOTAL	**25.00**	**$5,244.81**		**$104,896**
		TOTALS	**25.00**	**$5,244.80**		**$104,896**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
TRAFFIC STUDY REVIEW	**PL-009**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	STUDY	Developer

DESCRIPTION OF SERVICE

Review of a traffic study for a proposed project to determine the traffic impacts related to the project.

CURRENT FEE STRUCTURE

Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside or contract costs.

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$0.00**	**TOTAL COST:**	**$0**
UNIT PROFIT (SUBSIDY):	**$0.00**	**TOTAL PROFIT (SUBSIDY):**	**$0**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside or contract costs.

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COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
TRAFFIC STUDY REVIEW	**PL-009**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
COMM. DEVELOPMENT	PLANNING MANAGER	Deposit	0.00	$0.00	1	$0
		TYPE SUBTOTAL	**0.00**	**$0.00**		**$0**
		TOTALS	**0.00**	**$0.00**		**$0**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
OFF-SITE PARKING COVENANT	**PL-010**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	Developer/Business

DESCRIPTION OF SERVICE

Review of an off-site parking covenant for a proposed project to allow it to meet its parking requirements.

CURRENT FEE STRUCTURE

$364 per application

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$364.00**	**TOTAL REVENUE:**	**$364**
UNIT COST:	**$766.00**	**TOTAL COST:**	**$766**
UNIT PROFIT (SUBSIDY):	**$(402.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(402)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**47.52%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$765 per application

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CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
OFF-SITE PARKING COVENANT	**PL-010**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
COMM. DEVELOPMENT	PLANNING MANAGER		1.00	$273.01	1	$273
COMM. DEVELOPMENT	COMBO: PLAN TECH/ASST PLA		3.00	$424.77	1	$425
P&BS ADMIN	DIR OF PLANNING & BLDG SA		0.25	$67.99	1	$68
		TYPE SUBTOTAL	**4.25**	**$765.77**		**$766**
		TOTALS	**4.25**	**$766.00**		**$766**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
PARKING DEMAND/SHARED PARKING STUDY	**PL-011**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	STUDY	Developer

DESCRIPTION OF SERVICE

Review of the parking demand or the shared parking demand generated by a proposed project.

CURRENT FEE STRUCTURE

$1,065 per study plus actual costs for Traffic Engineer

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$1,065.00**	**TOTAL REVENUE:**	**$2,130**
UNIT COST:	**$1,971.00**	**TOTAL COST:**	**$3,942**
UNIT PROFIT (SUBSIDY):	**$(906.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(1,812)**
TOTAL UNITS:	**2**	**PCT. COST RECOVERY:**	**54.03%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$1,970 per study plus actual costs for Traffic Engineer

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
PARKING DEMAND/SHARED PARKING STUDY	**PL-011**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**2**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
COMM. DEVELOPMENT	COMBO: ASST PLAN/PRIN PLA		7.00	$1,425.97	2	$2,852
COMM. DEVELOPMENT	PLANNING MANAGER		1.00	$273.01	2	$546
P&BS ADMIN	DIR OF PLANNING & BLDG SA	+ Traff Eng Deposit	1.00	$271.97	2	$544
		TYPE SUBTOTAL	**9.00**	**$1,970.95**		**$3,942**
		TOTALS	**9.00**	**$1,971.00**		**$3,942**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
GENERAL PLAN AMENDMENT REVIEW	**PL-012**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	Developer

DESCRIPTION OF SERVICE

Make recommendations regarding a proposed amendment to the City Comprehensive General Plan and prepare reports to the Planning Commission and City Council.

CURRENT FEE STRUCTURE

Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside or contract costs.

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$30,000.00**	**TOTAL REVENUE:**	**$60,000**
UNIT COST:	**$33,797.00**	**TOTAL COST:**	**$67,594**
UNIT PROFIT (SUBSIDY):	**$(3,797.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(7,594)**
TOTAL UNITS:	**2**	**PCT. COST RECOVERY:**	**88.77%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside or contract costs.

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
GENERAL PLAN AMENDMENT REVIEW	**PL-012**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**2**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
COMM. DEVELOPMENT	PLANNING MANAGER		20.00	$5,460.20	2	$10,920
COMM. DEVELOPMENT	PRINCIPAL PLANNER		100.00	$25,617.00	2	$51,234
P&BS ADMIN	DIR OF PLANNING & BLDG SA		10.00	$2,719.70	2	$5,439
		TYPE SUBTOTAL	**130.00**	**$33,796.90**		**$67,594**
		TOTALS	**130.00**	**$33,797.00**		**$67,594**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
SPECIFIC PLAN REVIEW	**PL-013**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	Developer

DESCRIPTION OF SERVICE

Review, comment on, and take to hearing, a specific plan for development of a specific parcel of property.

CURRENT FEE STRUCTURE

Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside or contract costs.

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$48,000.00**	**TOTAL REVENUE:**	**$48,000**
UNIT COST:	**$52,055.00**	**TOTAL COST:**	**$52,055**
UNIT PROFIT (SUBSIDY):	**$(4,055.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(4,055)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**92.21%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside or contract costs.

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
SPECIFIC PLAN REVIEW	**PL-013**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
COMM. DEVELOPMENT	PLANNING MANAGER		30.00	$8,190.30	1	$8,190
COMM. DEVELOPMENT	PRINCIPAL PLANNER		150.00	$38,425.50	1	$38,426
P&BS ADMIN	DIR OF PLANNING & BLDG SA		20.00	$5,439.40	1	$5,439
		TYPE SUBTOTAL	**200.00**	**$52,055.20**		**$52,055**
		TOTALS	**200.00**	**$52,055.00**		**$52,055**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
SPECIFIC PLAN AMENDMENT REVIEW	**PL-014**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	Developer

DESCRIPTION OF SERVICE

Review, comment on, and take to hearing, an amendment to a previously approved specific plan.

CURRENT FEE STRUCTURE

Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside or contract costs.

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$30,000.00**	**TOTAL REVENUE:**	**$30,000**
UNIT COST:	**$33,797.00**	**TOTAL COST:**	**$33,797**
UNIT PROFIT (SUBSIDY):	**$(3,797.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(3,797)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**88.77%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside or contract costs.

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CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
SPECIFIC PLAN AMENDMENT REVIEW	**PL-014**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
COMM. DEVELOPMENT	PLANNING MANAGER		20.00	$5,460.20	1	$5,460
COMM. DEVELOPMENT	PRINCIPAL PLANNER		100.00	$25,617.00	1	$25,617
P&BS ADMIN	DIR OF PLANNING & BLDG SA		10.00	$2,719.70	1	$2,720
		TYPE SUBTOTAL	**130.00**	**$33,796.90**		**$33,797**
		TOTALS	**130.00**	**$33,797.00**		**$33,797**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
DEVELOPMENT AGREEMENT REVIEW	**PL-018**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	AGREEMENT	Developer

DESCRIPTION OF SERVICE

Develop, negotiate, and enforce agreements to develop land within specific physical requirements.

CURRENT FEE STRUCTURE

Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside or contract costs.

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$0.00**	**TOTAL COST:**	**$0**
UNIT PROFIT (SUBSIDY):	**$0.00**	**TOTAL PROFIT (SUBSIDY):**	**$0**
TOTAL UNITS:	**6**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside or contract costs.

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
DEVELOPMENT AGREEMENT REVIEW	**PL-018**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**6**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
COMM. DEVELOPMENT	PLANNING MANAGER	Deposit	0.00	$0.00	6	$0
		TYPE SUBTOTAL	**0.00**	**$0.00**		**$0**
		TOTALS	**0.00**	**$0.00**		**$0**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
COASTAL DEVELOPMENT PERMIT	**PL-019**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	Developer

DESCRIPTION OF SERVICE

Review of a proposed development within the Coastal Zone.

CURRENT FEE STRUCTURE

$931 per application

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$931.00**	**TOTAL REVENUE:**	**$931**
UNIT COST:	**$20,387.00**	**TOTAL COST:**	**$20,387**
UNIT PROFIT (SUBSIDY):	**$(19,456.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(19,456)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**4.57%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside or contract costs.

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
COASTAL DEVELOPMENT PERMIT	**PL-019**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
COMM. DEVELOPMENT	COMBO: ASST PLAN/PRIN PLA		80.00	$16,296.80	1	$16,297
COMM. DEVELOPMENT	PLANNING MANAGER		10.00	$2,730.10	1	$2,730
P&BS ADMIN	DIR OF PLANNING & BLDG SA		5.00	$1,359.85	1	$1,360
		TYPE SUBTOTAL	**95.00**	**$20,386.75**		**$20,387**
		TOTALS	**95.00**	**$20,387.00**		**$20,387**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
SITE PLAN REVIEW	**PL-020A**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	Developer

DESCRIPTION OF SERVICE

Review of the environmental documents for a larger project, including preparing an initial study and either an exemption, negative declaration, or Environmental Impact Report.

CURRENT FEE STRUCTURE

Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside or contract costs.

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$0.00**	**TOTAL COST:**	**$0**
UNIT PROFIT (SUBSIDY):	**$0.00**	**TOTAL PROFIT (SUBSIDY):**	**$0**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside or contract costs.

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
SITE PLAN REVIEW	**PL-020A**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
			0.00	$0.00	0	$0
		TYPE SUBTOTAL	**0.00**	**$0.00**		**$0**
		TOTALS	**0.00**	**$0.00**		**$0**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
DENSITY BONUS AGREEMENT REVIEW	**PL-024**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	AGREEMENT	Developer

DESCRIPTION OF SERVICE

Reviewing a request for a density bonus agreement.

CURRENT FEE STRUCTURE

Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside or contract costs.

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$0.00**	**TOTAL COST:**	**$0**
UNIT PROFIT (SUBSIDY):	**$0.00**	**TOTAL PROFIT (SUBSIDY):**	**$0**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside or contract costs.

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CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
DENSITY BONUS AGREEMENT REVIEW	**PL-024**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
COMM. DEVELOPMENT	PLANNING MANAGER	Deposit	0.00	$0.00	1	$0
		TYPE SUBTOTAL	**0.00**	**$0.00**		**$0**
		TOTALS	**0.00**	**$0.00**		**$0**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
ENVIRON. CATEGORICAL EXEMPTION	**PL-025**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	Developer

DESCRIPTION OF SERVICE

Review of an application which states that a particular development is categorically exempt from the requirements of CEQA.

CURRENT FEE STRUCTURE

$151 per application

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$151.00**	**TOTAL REVENUE:**	**$6,795**
UNIT COST:	**$507.20**	**TOTAL COST:**	**$22,824**
UNIT PROFIT (SUBSIDY):	**$(356.20)**	**TOTAL PROFIT (SUBSIDY):**	**$(16,029)**
TOTAL UNITS:	**45**	**PCT. COST RECOVERY:**	**29.77%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$505 per application

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
ENVIRON. CATEGORICAL EXEMPTION	**PL-025**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**45**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
COMM. DEVELOPMENT	PLANNING MANAGER		0.50	$136.51	45	$6,143
COMM. DEVELOPMENT	COMBO: TECH/ASST/PRIN PLA		2.00	$370.68	45	$16,681
		TYPE SUBTOTAL	**2.50**	**$507.19**		**$22,824**
		TOTALS	**2.50**	**$507.20**		**$22,824**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
ENVIRON INITIAL STUDY/NEG DEC/RECIR	**PL-026**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	Developer

DESCRIPTION OF SERVICE

Reviewing and filing a report declaring that the proposed project will have no siginificant impact on the environment or will have impacts that will be mitigated below a level of siginificance through a Negative Declaration or Recirculated Negative Dec.

CURRENT FEE STRUCTURE

Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside or contract costs.

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$0.00**	**TOTAL COST:**	**$0**
UNIT PROFIT (SUBSIDY):	**$0.00**	**TOTAL PROFIT (SUBSIDY):**	**$0**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside or contract costs.

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
ENVIRON INITIAL STUDY/NEG DEC/RECIR	**PL-026**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
COMM. DEVELOPMENT	PLANNING MANAGER	Deposit	0.00	$0.00	1	$0
		TYPE SUBTOTAL	**0.00**	**$0.00**		**$0**
		TOTALS	**0.00**	**$0.00**		**$0**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
ENVIRONMENTAL IMPACT REPORT REVIEW	**PL-027**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	REPORT	Developer

DESCRIPTION OF SERVICE

Review of a consultant prepoared Environmental Impact Report regarding a proposed development and preparing a staff report.

CURRENT FEE STRUCTURE

Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside or contract costs.

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$0.00**	**TOTAL COST:**	**$0**
UNIT PROFIT (SUBSIDY):	**$0.00**	**TOTAL PROFIT (SUBSIDY):**	**$0**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside or contract costs.

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
ENVIRONMENTAL IMPACT REPORT REVIEW	**PL-027**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
COMM. DEVELOPMENT	PLANNING MANAGER	Deposit	0.00	$0.00	1	$0
		TYPE SUBTOTAL	**0.00**	**$0.00**		**$0**
		TOTALS	**0.00**	**$0.00**		**$0**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
MITIGATION MONITORING	**PL-028**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	PROJECT	Developer

DESCRIPTION OF SERVICE

Monitoring the mitigation measures imposed during the environmental review process.

CURRENT FEE STRUCTURE

Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside or contract costs.

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$0.00**	**TOTAL COST:**	**$0**
UNIT PROFIT (SUBSIDY):	**$0.00**	**TOTAL PROFIT (SUBSIDY):**	**$0**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside or contract costs.

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
MITIGATION MONITORING	**PL-028**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
COMM. DEVELOPMENT	PLANNING MANAGER	Deposit	0.00	$0.00	1	$0
		TYPE SUBTOTAL	**0.00**	**$0.00**		**$0**
		TOTALS	**0.00**	**$0.00**		**$0**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
PRECISE PLAN MODIFICATION REVIEW	**PL-029**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	Developer

DESCRIPTION OF SERVICE

Review of a modification to an already existing precise plan to determine compliance with City codes and standards.

CURRENT FEE STRUCTURE

$5,762 per application

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$0.00**	**TOTAL COST:**	**$0**
UNIT PROFIT (SUBSIDY):	**$0.00**	**TOTAL PROFIT (SUBSIDY):**	**$0**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

This service is no longer provided and should be removed from the fee schedule.

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
PRECISE PLAN MODIFICATION REVIEW	**PL-029**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
			0.00	$0.00	0	$0
		TYPE SUBTOTAL	**0.00**	**$0.00**		**$0**
		TOTALS	**0.00**	**$0.00**		**$0**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
TENTATIVE PARCEL MAP REVIEW	**PL-030**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	MAP	Developer

DESCRIPTION OF SERVICE

Review of a tentative parcel map to subdivide one to four lots to assure accuracy and compliance with City codes and standards.

CURRENT FEE STRUCTURE

$5,327 per map plus actual cost for contract surveyor.

(Any County procesing fees are paid directly to the County by the applicant)

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$5,327.00**	**TOTAL REVENUE:**	**$21,308**
UNIT COST:	**$6,397.25**	**TOTAL COST:**	**$25,589**
UNIT PROFIT (SUBSIDY):	**$(1,070.25)**	**TOTAL PROFIT (SUBSIDY):**	**$(4,281)**
TOTAL UNITS:	**4**	**PCT. COST RECOVERY:**	**83.27%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$6,395 per map plus $1,500 deposit with charges at actual costs for contract surveyor

(Any County procesing fees are paid directly to the County by the applicant)

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
TENTATIVE PARCEL MAP REVIEW	**PL-030**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**4**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
COMM. DEVELOPMENT	COMBO: ASST PLAN/PRIN PLA		15.00	$3,055.65	4	$12,223
COMM. DEVELOPMENT	PLANNING MANAGER		5.00	$1,365.05	4	$5,460
P&BS ADMIN	DIR OF PLANNING & BLDG SA		2.00	$543.94	4	$2,176
ENGINEERING	CITY ENGINEER		1.00	$234.16	4	$937
ENGINEERING	SR CIVIL ENGINEER	Plus Surveyor	6.00	$1,110.36	4	$4,441
FIRE PREVENTION	FIRE PREV SPEC		0.50	$88.16	4	$353
		TYPE SUBTOTAL	**29.50**	**$6,397.32**		**$25,589**
		TOTALS	**29.50**	**$6,397.25**		**$25,589**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
TENTATIVE TRACT MAP REVIEW	**PL-031**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	MAP	Developer

DESCRIPTION OF SERVICE

Review a tentative tract map to subdivide 5 or more lots to assure accuracy and compliance with City codes and standards.

CURRENT FEE STRUCTURE

$5,327 per map plus $275 per lot for every lot over 4, plus actual cost for contract surveyor

(Any County procesing fees are paid directly to the County by the applicant)

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$6,977.00**	**TOTAL REVENUE:**	**$6,977**
UNIT COST:	**$10,592.00**	**TOTAL COST:**	**$10,592**
UNIT PROFIT (SUBSIDY):	**$(3,615.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(3,615)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**65.87%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$10,590 per map plus $1,500 deposit with charges at actual costs for contract surveyor

(Any County procesing fees are paid directly to the County by the applicant)

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
TENTATIVE TRACT MAP REVIEW	**PL-031**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
COMM. DEVELOPMENT	COMBO: ASST PLAN/PRIN PLA		20.00	$4,074.20	1	$4,074
COMM. DEVELOPMENT	PLANNING MANAGER		8.00	$2,184.08	1	$2,184
P&BS ADMIN	DIR OF PLANNING & BLDG SA		4.00	$1,087.88	1	$1,088
ENGINEERING	CITY ENGINEER		4.00	$936.64	1	$937
ENGINEERING	SR CIVIL ENGINEER	+ Surveyor	12.00	$2,220.72	1	$2,221
FIRE PREVENTION	FIRE PREV SPEC		0.50	$88.16	1	$88
		TYPE SUBTOTAL	**48.50**	**$10,591.68**		**$10,592**
		TOTALS	**48.50**	**$10,592.00**		**$10,592**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
RESUBMITTED MAP REVIEW	**PL-033**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	MAP	Developer

DESCRIPTION OF SERVICE

Reviewing a proposed change to an already approved tentative map.

CURRENT FEE STRUCTURE

$845 per map

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$845.00**	**TOTAL REVENUE:**	**$845**
UNIT COST:	**$730.00**	**TOTAL COST:**	**$730**
UNIT PROFIT (SUBSIDY):	**$115.00**	**TOTAL PROFIT (SUBSIDY):**	**$115**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**115.75%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$730 per map

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
RESUBMITTED MAP REVIEW	**PL-033**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
COMM. DEVELOPMENT	PLANNING MANAGER		1.00	$273.01	1	$273
P&BS ADMIN	DIR OF PLANNING & BLDG SA		1.00	$271.97	1	$272
ENGINEERING	SR CIVIL ENGINEER		1.00	$185.06	1	$185
		TYPE SUBTOTAL	**3.00**	**$730.04**		**$730**
		TOTALS	**3.00**	**$730.00**		**$730**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
LOT LINE ADJUSTMENT	**PL-034**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	Developer/Resident/Business

DESCRIPTION OF SERVICE

Review of a proposed change to the property boundary between two lots and checking the drawings of the maps relating to such change.

CURRENT FEE STRUCTURE

$1,389 per application plus actual cost for contract surveyor

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$1,389.00**	**TOTAL REVENUE:**	**$2,778**
UNIT COST:	**$1,679.00**	**TOTAL COST:**	**$3,358**
UNIT PROFIT (SUBSIDY):	**$(290.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(580)**
TOTAL UNITS:	**2**	**PCT. COST RECOVERY:**	**82.73%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$1,680 per application plus $1,500 deposit with charges at actual costs for contract surveyor

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
LOT LINE ADJUSTMENT	**PL-034**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**2**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
COMM. DEVELOPMENT	PLANNING MANAGER		1.00	$273.01	2	$546
COMM. DEVELOPMENT	COMBO: PLAN TECH/ASST PLA		8.00	$1,132.72	2	$2,265
ENGINEERING	SR CIVIL ENGINEER	+ Contract	1.00	$185.06	2	$370
FIRE PREVENTION	FIRE PREV SPEC		0.50	$88.16	2	$176
		TYPE SUBTOTAL	**10.50**	**$1,678.95**		**$3,358**
		TOTALS	**10.50**	**$1,679.00**		**$3,358**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
LOT MERGER	**PL-035**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	Developer/Resident/Business

DESCRIPTION OF SERVICE

Review of a proposed removal of the property boundary between two lots and checking the drawings of the maps relating to such change.

CURRENT FEE STRUCTURE

$1,389 per application plus actual cost for contract surveyor

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$1,389.00**	**TOTAL REVENUE:**	**$4,167**
UNIT COST:	**$1,679.00**	**TOTAL COST:**	**$5,037**
UNIT PROFIT (SUBSIDY):	**$(290.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(870)**
TOTAL UNITS:	**3**	**PCT. COST RECOVERY:**	**82.73%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$1,680 per application plus $1,500 deposit with charges at actual costs for contract surveyor

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
LOT MERGER	**PL-035**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**3**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
COMM. DEVELOPMENT	PLANNING MANAGER		1.00	$273.01	3	$819
COMM. DEVELOPMENT	COMBO: PLAN TECH/ASST PLA		8.00	$1,132.72	3	$3,398
ENGINEERING	SR CIVIL ENGINEER	+ Contract	1.00	$185.06	3	$555
FIRE PREVENTION	FIRE PREV SPEC		0.50	$88.16	3	$264
		TYPE SUBTOTAL	**10.50**	**$1,678.95**		**$5,037**
		TOTALS	**10.50**	**$1,679.00**		**$5,037**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
LOT TIE COVENANT	**PL-035A**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	Developer/Resident/Business

DESCRIPTION OF SERVICE

Review of an agreement to tie two lots together as one.

CURRENT FEE STRUCTURE

$783 per application

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$783.00**	**TOTAL REVENUE:**	**$783**
UNIT COST:	**$766.00**	**TOTAL COST:**	**$766**
UNIT PROFIT (SUBSIDY):	**$17.00**	**TOTAL PROFIT (SUBSIDY):**	**$17**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**102.22%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$785 per application

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
LOT TIE COVENANT	**PL-035A**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
COMM. DEVELOPMENT	PLANNING MANAGER		1.00	$273.01	1	$273
COMM. DEVELOPMENT	COMBO: PLAN TECH/ASST PLA		3.00	$424.77	1	$425
P&BS ADMIN	DIR OF PLANNING & BLDG SA		0.25	$67.99	1	$68
		TYPE SUBTOTAL	**4.25**	**$765.77**		**$766**
		TOTALS	**4.25**	**$766.00**		**$766**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
CERTIFICATE OF COMPLIANCE REVIEW	**PL-037**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	Developer

DESCRIPTION OF SERVICE

Prepare a Certificate of Compliance to exempt the applicant from the Subdivision Map Act.

CURRENT FEE STRUCTURE

$1,647 per application

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$1,647.00**	**TOTAL REVENUE:**	**$1,647**
UNIT COST:	**$1,776.00**	**TOTAL COST:**	**$1,776**
UNIT PROFIT (SUBSIDY):	**$(129.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(129)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**92.74%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$1,775 per application plus $1,500 deposit with charges at actual costs for contract surveyor

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
CERTIFICATE OF COMPLIANCE REVIEW	**PL-037**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
COMM. DEVELOPMENT	PLANNING MANAGER		1.00	$273.01	1	$273
COMM. DEVELOPMENT	COMBO: PLAN TECH/ASST PLA		8.00	$1,132.72	1	$1,133
ENGINEERING	SR CIVIL ENGINEER	+ Surveyor	2.00	$370.12	1	$370
		TYPE SUBTOTAL	**11.00**	**$1,775.85**		**$1,776**
		TOTALS	**11.00**	**$1,776.00**		**$1,776**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
RECIPROCAL ACCESS EASEMENT	**PL-038**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	Developer/Resident/Business

DESCRIPTION OF SERVICE

Review of an easement access that involves multiple parcels where two or more parties are sharing the access.

CURRENT FEE STRUCTURE

$572 per application plus actual costs for City Attorney

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$572.00**	**TOTAL REVENUE:**	**$572**
UNIT COST:	**$703.00**	**TOTAL COST:**	**$703**
UNIT PROFIT (SUBSIDY):	**$(131.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(131)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**81.37%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$705 per application plus actual costs for City Attorney

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
RECIPROCAL ACCESS EASEMENT	**PL-038**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
COMM. DEVELOPMENT	PLANNING MANAGER		0.50	$136.51	1	$137
COMM. DEVELOPMENT	COMBO: PLAN TECH/ASST PLA		4.00	$566.36	1	$566
		TYPE SUBTOTAL	**4.50**	**$702.87**		**$703**
		TOTALS	**4.50**	**$703.00**		**$703**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
CC&R REVIEW	**PL-039**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	Developer

DESCRIPTION OF SERVICE

Review of the proposed Covenants, Conditions, and Restrictions for a project to determine conformance with City codes and standards.

CURRENT FEE STRUCTURE

Actual costs for any City staff and for City Attorney

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$0.00**	**TOTAL COST:**	**$0**
UNIT PROFIT (SUBSIDY):	**$0.00**	**TOTAL PROFIT (SUBSIDY):**	**$0**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Actual costs for any City staff and for City Attorney

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
CC&R REVIEW	**PL-039**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
			0.00	$0.00	0	$0
		TYPE SUBTOTAL	**0.00**	**$0.00**		**$0**
		TOTALS	**0.00**	**$0.00**		**$0**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
HISTORIC RESOURCE NOMINATION REVIEW	**PL-040**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	Developer/Resident/Business

DESCRIPTION OF SERVICE

Review of an application to nominate a specific parcel of property as an historic resource to make it eligible for tax reductions.

CURRENT FEE STRUCTURE

Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside or contract costs.

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$0.00**	**TOTAL COST:**	**$0**
UNIT PROFIT (SUBSIDY):	**$0.00**	**TOTAL PROFIT (SUBSIDY):**	**$0**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside or contract costs.

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
HISTORIC RESOURCE NOMINATION REVIEW	**PL-040**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
COMM. DEVELOPMENT	PLANNING MANAGER	Deposit	0.00	$0.00	1	$0
		TYPE SUBTOTAL	**0.00**	**$0.00**		**$0**
		TOTALS	**0.00**	**$0.00**		**$0**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
ADMIN DETERMINATION - DIR DECISION	**PL-041**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	Developer/Resident/Business

DESCRIPTION OF SERVICE

Review of a request for an interpretation of a Community Development Director's decision.

CURRENT FEE STRUCTURE

$1,281 per application

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$1,281.00**	**TOTAL REVENUE:**	**$1,281**
UNIT COST:	**$3,762.00**	**TOTAL COST:**	**$3,762**
UNIT PROFIT (SUBSIDY):	**$(2,481.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(2,481)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**34.05%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$3,760 per application

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
ADMIN DETERMINATION - DIR DECISION	**PL-041**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
COMM. DEVELOPMENT	PLANNING MANAGER		5.00	$1,365.05	1	$1,365
COMM. DEVELOPMENT	COMBO: TECH/ASST/PRIN PLA		10.00	$1,853.40	1	$1,853
P&BS ADMIN	DIR OF PLANNING & BLDG SA		2.00	$543.94	1	$544
		TYPE SUBTOTAL	**17.00**	**$3,762.39**		**$3,762**
		TOTALS	**17.00**	**$3,762.00**		**$3,762**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
ADMIN DETERMINATION - PC DECISION	**PL-042**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	Developer/Resident/Business

DESCRIPTION OF SERVICE

Review of a request for an interpretation of a Planning Commission decision.

CURRENT FEE STRUCTURE

$2,192 per application

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$2,192.00**	**TOTAL REVENUE:**	**$2,192**
UNIT COST:	**$6,434.00**	**TOTAL COST:**	**$6,434**
UNIT PROFIT (SUBSIDY):	**$(4,242.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(4,242)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**34.07%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$6,435 per application

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
ADMIN DETERMINATION - PC DECISION	**PL-042**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
COMM. DEVELOPMENT	PLANNING MANAGER		7.00	$1,911.07	1	$1,911
COMM. DEVELOPMENT	COMBO: TECH/ASST/PRIN PLA		20.00	$3,706.80	1	$3,707
P&BS ADMIN	DIR OF PLANNING & BLDG SA		3.00	$815.91	1	$816
		TYPE SUBTOTAL	**30.00**	**$6,433.78**		**$6,434**
		TOTALS	**30.00**	**$6,434.00**		**$6,434**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
TEMPORARY SIGN PERMIT	**PL-042A**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	Business

DESCRIPTION OF SERVICE

Review of a temporary sign on private property for compliance with City codes and standards.

CURRENT FEE STRUCTURE

$249 per application

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$249.00**	**TOTAL REVENUE:**	**$2,490**
UNIT COST:	**$141.60**	**TOTAL COST:**	**$1,416**
UNIT PROFIT (SUBSIDY):	**$107.40**	**TOTAL PROFIT (SUBSIDY):**	**$1,074**
TOTAL UNITS:	**10**	**PCT. COST RECOVERY:**	**175.85%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$140 per application

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
TEMPORARY SIGN PERMIT	**PL-042A**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**10**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
COMM. DEVELOPMENT	COMBO: PLAN TECH/ASST PLA		1.00	$141.59	10	$1,416
		TYPE SUBTOTAL	**1.00**	**$141.59**		**$1,416**
		TOTALS	**1.00**	**$141.60**		**$1,416**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
SIGN PROGRAM SIGN PLAN REVIEW	**PL-043**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	Developer/Business

DESCRIPTION OF SERVICE

Review of individual signs if part of a sign program to determine compliance with City codes and standards. Signs not part of a sign program will just include a Building Permit.

CURRENT FEE STRUCTURE

$107 per application

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$107.00**	**TOTAL REVENUE:**	**$1,605**
UNIT COST:	**$141.60**	**TOTAL COST:**	**$2,124**
UNIT PROFIT (SUBSIDY):	**$(34.60)**	**TOTAL PROFIT (SUBSIDY):**	**$(519)**
TOTAL UNITS:	**15**	**PCT. COST RECOVERY:**	**75.56%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$140 per application

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
SIGN PROGRAM SIGN PLAN REVIEW	**PL-043**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**15**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
COMM. DEVELOPMENT	COMBO: PLAN TECH/ASST PLA		1.00	$141.59	15	$2,124
		TYPE SUBTOTAL	**1.00**	**$141.59**		**$2,124**
		TOTALS	**1.00**	**$141.60**		**$2,124**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
MASTER SIGN PROGRAM	**PL-044**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	Developer/Business

DESCRIPTION OF SERVICE

Review the placement and design of signs for a new project to determine conformance with City codes and standards, and monitoring of plan.

CURRENT FEE STRUCTURE

$653 per application or deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside or contract costs, as determined by staff

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$653.00**	**TOTAL REVENUE:**	**$9,795**
UNIT COST:	**$1,112.07**	**TOTAL COST:**	**$16,681**
UNIT PROFIT (SUBSIDY):	**$(459.07)**	**TOTAL PROFIT (SUBSIDY):**	**$(6,886)**
TOTAL UNITS:	**15**	**PCT. COST RECOVERY:**	**58.72%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$1,110 per application

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
MASTER SIGN PROGRAM	**PL-044**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**15**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
COMM. DEVELOPMENT	COMBO: TECH/ASST/PRIN PLA		6.00	$1,112.04	15	$16,681
		TYPE SUBTOTAL	**6.00**	**$1,112.04**		**$16,681**
		TOTALS	**6.00**	**$1,112.07**		**$16,681**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
LARGE FAMILY DAY CARE PERMIT	**PL-045**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	Business

DESCRIPTION OF SERVICE

Review of a new Family Day Care operation of more than 6 children for conformance with City codes and standards.

CURRENT FEE STRUCTURE

$417 per application plus $134 if a public hearing is requested

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$417.00**	**TOTAL REVENUE:**	**$417**
UNIT COST:	**$3,325.00**	**TOTAL COST:**	**$3,325**
UNIT PROFIT (SUBSIDY):	**$(2,908.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(2,908)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**12.54%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$3,325 per application

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
LARGE FAMILY DAY CARE PERMIT	**PL-045**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
COMM. DEVELOPMENT	PLANNING MANAGER		5.00	$1,365.05	1	$1,365
COMM. DEVELOPMENT	COMBO: PLAN TECH/ASST PLA		10.00	$1,415.90	1	$1,416
P&BS ADMIN	DIR OF PLANNING & BLDG SA		2.00	$543.94	1	$544
		TYPE SUBTOTAL	**17.00**	**$3,324.89**		**$3,325**
		TOTALS	**17.00**	**$3,325.00**		**$3,325**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
ZONING CONFORMANCE LETTER/REVIEW	**PL-047**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	LETTER	Developer/Resident/Business

DESCRIPTION OF SERVICE

Review of the zoning of a particular parcel on request where research is required, usually during the due diligence process of escrow.

CURRENT FEE STRUCTURE

$736 per letter

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$736.00**	**TOTAL REVENUE:**	**$13,248**
UNIT COST:	**$844.44**	**TOTAL COST:**	**$15,200**
UNIT PROFIT (SUBSIDY):	**$(108.44)**	**TOTAL PROFIT (SUBSIDY):**	**$(1,952)**
TOTAL UNITS:	**18**	**PCT. COST RECOVERY:**	**87.16%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$845 per letter

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
ZONING CONFORMANCE LETTER/REVIEW	**PL-047**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**18**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
COMM. DEVELOPMENT	PLANNING MANAGER		0.50	$136.51	18	$2,457
COMM. DEVELOPMENT	COMBO: PLAN TECH/ASST PLA		5.00	$707.95	18	$12,743
		TYPE SUBTOTAL	**5.50**	**$844.46**		**$15,200**
		TOTALS	**5.50**	**$844.44**		**$15,200**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
MODIF. TO DISCRETIONARY APPROVAL	**PL-048**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	Developer/Resident/Business

DESCRIPTION OF SERVICE

Review of a modification to an existing discretionary approval to determine compliance with City codes and standards.

CURRENT FEE STRUCTURE

$6,130 per application

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$6,130.00**	**TOTAL REVENUE:**	**$6,130**
UNIT COST:	**$9,111.00**	**TOTAL COST:**	**$9,111**
UNIT PROFIT (SUBSIDY):	**$(2,981.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(2,981)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**67.28%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$9,110 per application

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
MODIF. TO DISCRETIONARY APPROVAL	**PL-048**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
COMM. DEVELOPMENT	COMBO: ASST PLAN/PRIN PLA		30.00	$6,111.30	1	$6,111
COMM. DEVELOPMENT	PLANNING MANAGER		8.00	$2,184.08	1	$2,184
P&BS ADMIN	DIR OF PLANNING & BLDG SA		3.00	$815.91	1	$816
		TYPE SUBTOTAL	**41.00**	**$9,111.29**		**$9,111**
		TOTALS	**41.00**	**$9,111.00**		**$9,111**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
TIME EXTENSION REVIEW	**PL-049**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	Developer/Resident/Business

DESCRIPTION OF SERVICE

Review a request to extend the approval period for a development project.

CURRENT FEE STRUCTURE

$420 per application

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$420.00**	**TOTAL REVENUE:**	**$420**
UNIT COST:	**$693.00**	**TOTAL COST:**	**$693**
UNIT PROFIT (SUBSIDY):	**$(273.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(273)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**60.61%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$695 per application

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
TIME EXTENSION REVIEW	**PL-049**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
COMM. DEVELOPMENT	PLANNING MANAGER		0.50	$136.51	1	$137
COMM. DEVELOPMENT	COMBO: TECH/ASST/PRIN PLA		3.00	$556.02	1	$556
		TYPE SUBTOTAL	**3.50**	**$692.53**		**$693**
		TOTALS	**3.50**	**$693.00**		**$693**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
APPEAL TO THE PLANNING COMMISSION	**PL-050**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPEAL	Developer/Resident/Business

DESCRIPTION OF SERVICE

Review, report on, publish, and perform staff work for an appeal of a City staff decision to the Planning Commission.

CURRENT FEE STRUCTURE

$1,472 per appeal

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$1,472.00**	**TOTAL REVENUE:**	**$1,472**
UNIT COST:	**$13,185.00**	**TOTAL COST:**	**$13,185**
UNIT PROFIT (SUBSIDY):	**$(11,713.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(11,713)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**11.16%**

SUGGESTED FEE FOR COST RECOVERY OF: 50%

$6,595 per appeal for 50% cost recovery

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
APPEAL TO THE PLANNING COMMISSION	**PL-050**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
COMM. DEVELOPMENT	COMBO: ASST PLAN/PRIN PLA		50.00	$10,185.50	1	$10,186
COMM. DEVELOPMENT	PLANNING MANAGER		8.00	$2,184.08	1	$2,184
P&BS ADMIN	DIR OF PLANNING & BLDG SA		3.00	$815.91	1	$816
		TYPE SUBTOTAL	**61.00**	**$13,185.49**		**$13,185**
		TOTALS	**61.00**	**$13,185.00**		**$13,185**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
APPEAL TO THE CITY COUNCIL	**PL-051**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPEAL	Developer/Resident/Business

DESCRIPTION OF SERVICE

Review, report on, publish, and perform staff work on an appeal of a Planning Commission decision to the City Council.

CURRENT FEE STRUCTURE

$2,952 per appeal for 100% cost recovery

Inside the Coastal Appeal Zone - No Charge per State law

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$2,952.00**	**TOTAL REVENUE:**	**$2,952**
UNIT COST:	**$11,694.00**	**TOTAL COST:**	**$11,694**
UNIT PROFIT (SUBSIDY):	**$(8,742.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(8,742)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**25.24%**

SUGGESTED FEE FOR COST RECOVERY OF: 50%

$5,845 per appeal for 50% cost recovery

Inside the Coastal Appeal Zone - No Charge per State law

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
APPEAL TO THE CITY COUNCIL	**PL-051**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
COMM. DEVELOPMENT	COMBO: ASST PLAN/PRIN PLA		40.00	$8,148.40	1	$8,148
COMM. DEVELOPMENT	PLANNING MANAGER		10.00	$2,730.10	1	$2,730
P&BS ADMIN	DIR OF PLANNING & BLDG SA		3.00	$815.91	1	$816
		TYPE SUBTOTAL	**53.00**	**$11,694.41**		**$11,694**
		TOTALS	**53.00**	**$11,694.00**		**$11,694**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
STREET ADDRESS CHANGE/ISSUANCE	**PL-052**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	Developer/Resident/Business

DESCRIPTION OF SERVICE

Processing a request for a change to a street address on an existing parcel.

CURRENT FEE STRUCTURE

$648 per application

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$648.00**	**TOTAL REVENUE:**	**$16,200**
UNIT COST:	**$463.00**	**TOTAL COST:**	**$11,575**
UNIT PROFIT (SUBSIDY):	**$185.00**	**TOTAL PROFIT (SUBSIDY):**	**$4,625**
TOTAL UNITS:	**25**	**PCT. COST RECOVERY:**	**139.96%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$465 per application

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
STREET ADDRESS CHANGE/ISSUANCE	**PL-052**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**25**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
INFO SYS	GIS ANALYST		2.00	$198.20	25	$4,955
BUILDING SAFETY	LIC PRMT SPEC 1		0.50	$51.28	25	$1,282
BUILDING SAFETY	SR BLDG INSP		1.00	$213.53	25	$5,338
		TYPE SUBTOTAL	**3.50**	**$463.01**		**$11,575**
		TOTALS	**3.50**	**$463.00**		**$11,575**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
NEW ADDRESS PROCESSING	**PL-052A**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	Developer/Resident/Business

DESCRIPTION OF SERVICE

Processing a request for a new street address on an existing parcel.

CURRENT FEE STRUCTURE

$648 per application

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$648.00**	**TOTAL REVENUE:**	**$648**
UNIT COST:	**$463.00**	**TOTAL COST:**	**$463**
UNIT PROFIT (SUBSIDY):	**$185.00**	**TOTAL PROFIT (SUBSIDY):**	**$185**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**139.96%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$465 per application

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
NEW ADDRESS PROCESSING	**PL-052A**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
INFO SYS	GIS ANALYST		2.00	$198.20	1	$198
BUILDING SAFETY	LIC PRMT SPEC 1		0.50	$51.28	1	$51
BUILDING SAFETY	SR BLDG INSP		1.00	$213.53	1	$214
		TYPE SUBTOTAL	**3.50**	**$463.01**		**$463**
		TOTALS	**3.50**	**$463.00**		**$463**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
GENERAL PLAN MAINTENANCE	**PL-053**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	PERMIT	Developer

DESCRIPTION OF SERVICE

Maintenance and update of the General Plan.

CURRENT FEE STRUCTURE

10% of all Building & Safety permit fees

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$44.29**	**TOTAL REVENUE:**	**$150,015**
UNIT COST:	**$44.29**	**TOTAL COST:**	**$150,010**
UNIT PROFIT (SUBSIDY):	**$0.00**	**TOTAL PROFIT (SUBSIDY):**	**$5**
TOTAL UNITS:	**3,387**	**PCT. COST RECOVERY:**	**100.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

10% of all Building & Safety permit fees

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
GENERAL PLAN MAINTENANCE	**PL-053**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**3,387**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
COMM. DEVELOPMENT		$1.5 Mil Over 10 Yrs	0.00	$44.29	3,387	$150,010
		TYPE SUBTOTAL	**0.00**	**$44.29**		**$150,010**
		TOTALS	**0.00**	**$44.29**		**$150,010**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
TEMPORARY USE PERMIT	**PL-054**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	Comm Group/Business

DESCRIPTION OF SERVICE

Review of a request for a temporary use of a site, such as holiday lots, special events, carnivals, and construction trailers, to determine compliance with City codes and standards.

CURRENT FEE STRUCTURE

$1,270 per application

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$1,270.00**	**TOTAL REVENUE:**	**$2,540**
UNIT COST:	**$1,800.50**	**TOTAL COST:**	**$3,601**
UNIT PROFIT (SUBSIDY):	**$(530.50)**	**TOTAL PROFIT (SUBSIDY):**	**$(1,061)**
TOTAL UNITS:	**2**	**PCT. COST RECOVERY:**	**70.54%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$1,800 per application

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
TEMPORARY USE PERMIT	**PL-054**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**2**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
COMM. DEVELOPMENT	PLANNING MANAGER		3.00	$819.03	2	$1,638
COMM. DEVELOPMENT	COMBO: TECH/ASST/PRIN PLA		3.00	$556.02	2	$1,112
STREET SVCS	STREET MAINT SUPV		1.00	$153.70	2	$307
CRIME INVESTIGATION	POLICE SERGEANT		0.50	$122.63	2	$245
TRAFFIC SAFETY	POLICE SERGEANT		0.25	$60.98	2	$122
FIRE PREVENTION	FIRE PREV SPEC		0.50	$88.16	2	$176
		TYPE SUBTOTAL	**8.25**	**$1,800.52**		**$3,601**
		TOTALS	**8.25**	**$1,800.50**		**$3,601**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
ENTERTAINMENT PERMIT	**PL-055**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	Comm Group/Business

DESCRIPTION OF SERVICE

Review of a request for live music or dancing in the City to determine compliance with City codes and standards.

CURRENT FEE STRUCTURE

New - $555 per application
Renewal - $57 per renewal

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$306.00**	**TOTAL REVENUE:**	**$6,120**
UNIT COST:	**$64.30**	**TOTAL COST:**	**$1,286**
UNIT PROFIT (SUBSIDY):	**$241.70**	**TOTAL PROFIT (SUBSIDY):**	**$4,834**
TOTAL UNITS:	**20**	**PCT. COST RECOVERY:**	**475.89%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

New - $60 per application
Renewal - $70 per renewal

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
ENTERTAINMENT PERMIT	**PL-055**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**20**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
TRAFFIC SAFETY	POLICE SERGEANT	New	0.25	$60.98	10	$610
		TYPE SUBTOTAL	**0.25**	**$60.98**		**$610**
BUSINESS SVCS	LIC PRMT SPEC 2	Renewal	0.25	$34.47	10	$345
COMM. DEVELOPMENT	SR ADMIN SPEC	Renewal	0.25	$33.19	10	$332
		TYPE SUBTOTAL	**0.50**	**$67.66**		**$677**
		TOTALS	**0.75**	**$64.30**		**$1,286**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
ADULT USE PLANNING PERMIT	**PL-056**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	Business

DESCRIPTION OF SERVICE

Review of an adult use within the City to determine compliance with City codes and standards.

CURRENT FEE STRUCTURE

Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside or contract costs.

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$15,000.00**	**TOTAL REVENUE:**	**$15,000**
UNIT COST:	**$15,769.00**	**TOTAL COST:**	**$15,769**
UNIT PROFIT (SUBSIDY):	**$(769.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(769)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**95.12%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside or contract costs.

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
ADULT USE PLANNING PERMIT	**PL-056**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
COMM. DEVELOPMENT	COMBO: ASST PLAN/PRIN PLA		60.00	$12,222.60	1	$12,223
COMM. DEVELOPMENT	PLANNING MANAGER		10.00	$2,730.10	1	$2,730
P&BS ADMIN	DIR OF PLANNING & BLDG SA		3.00	$815.91	1	$816
		TYPE SUBTOTAL	**73.00**	**$15,768.61**		**$15,769**
		TOTALS	**73.00**	**$15,769.00**		**$15,769**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
AMPLIFIED SOUND PERMIT	**PL-057**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	Developer/Business

DESCRIPTION OF SERVICE

Review a request for an event or project that uses amplified sound to determine compliance with City codes and standards.

CURRENT FEE STRUCTURE

$161 per application

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$161.00**	**TOTAL REVENUE:**	**$7,245**
UNIT COST:	**$239.96**	**TOTAL COST:**	**$10,798**
UNIT PROFIT (SUBSIDY):	**$(78.96)**	**TOTAL PROFIT (SUBSIDY):**	**$(3,553)**
TOTAL UNITS:	**45**	**PCT. COST RECOVERY:**	**67.10%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$240 per application

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
AMPLIFIED SOUND PERMIT	**PL-057**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**45**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
COMM. DEVELOPMENT	COMBO: TECH/ASST/PRIN PLA		0.25	$46.34	45	$2,085
TRAFFIC SAFETY	POLICE SERGEANT		0.25	$60.98	45	$2,744
LIABILITY INSURANCE	RISK MGR		1.00	$132.64	45	$5,969
		TYPE SUBTOTAL	**1.50**	**$239.96**		**$10,798**
		TOTALS	**1.50**	**$239.96**		**$10,798**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
ANIMAL PERMIT	**PL-058**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	Resident/Business

DESCRIPTION OF SERVICE

Review of a request to house more than the standard number of animals allowed by the Municipal Code.

CURRENT FEE STRUCTURE

$572 per application

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$572.00**	**TOTAL REVENUE:**	**$572**
UNIT COST:	**$137.00**	**TOTAL COST:**	**$137**
UNIT PROFIT (SUBSIDY):	**$435.00**	**TOTAL PROFIT (SUBSIDY):**	**$435**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**417.52%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$135 per application

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
ANIMAL PERMIT	**PL-058**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
COMM. DEVELOPMENT	PLANNING MANAGER		0.50	$136.51	1	$137
		TYPE SUBTOTAL	**0.50**	**$136.51**		**$137**
		TOTALS	**0.50**	**$137.00**		**$137**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
ANIMAL PERMIT RENEWAL	**PL-059**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	RENEWAL	Resident/Business

DESCRIPTION OF SERVICE

Processing the annual renewal of an animal permit.

CURRENT FEE STRUCTURE

$283 per renewal

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$283.00**	**TOTAL REVENUE:**	**$283**
UNIT COST:	**$68.00**	**TOTAL COST:**	**$68**
UNIT PROFIT (SUBSIDY):	**$215.00**	**TOTAL PROFIT (SUBSIDY):**	**$215**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**416.18%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$70 per renewal

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
ANIMAL PERMIT RENEWAL	**PL-059**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
COMM. DEVELOPMENT	PLANNING MANAGER		0.25	$68.25	1	$68
		TYPE SUBTOTAL	**0.25**	**$68.25**		**$68**
		TOTALS	**0.25**	**$68.00**		**$68**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
ANIMAL PERMIT APPEAL	**PL-060**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPEAL	Resident/Business

DESCRIPTION OF SERVICE

Review of an appeal of a staff decision relating to an animal permit.

CURRENT FEE STRUCTURE

Resident - $1,236 per appeal for 50% cost recovery
Non-Resident - $2,466 per appeal for 100% cost recovery

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$1,236.00**	**TOTAL REVENUE:**	**$1,236**
UNIT COST:	**$13,185.00**	**TOTAL COST:**	**$13,185**
UNIT PROFIT (SUBSIDY):	**$(11,949.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(11,949)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**9.37%**

SUGGESTED FEE FOR COST RECOVERY OF: 50%

Resident - $6,595 per appeal for 50% cost recovery
Non-Resident - $13,185 per appeal for 100% cost recovery

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
ANIMAL PERMIT APPEAL	**PL-060**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
COMM. DEVELOPMENT	COMBO: ASST PLAN/PRIN PLA		50.00	$10,185.50	1	$10,186
COMM. DEVELOPMENT	PLANNING MANAGER		8.00	$2,184.08	1	$2,184
P&BS ADMIN	DIR OF PLANNING & BLDG SA		3.00	$815.91	1	$816
		TYPE SUBTOTAL	**61.00**	**$13,185.49**		**$13,185**
		TOTALS	**61.00**	**$13,185.00**		**$13,185**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
BUSINESS ZONING CLEARANCE	**PL-061**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	BUSINESS	Business

DESCRIPTION OF SERVICE

Review of the zoning of a proposed new business operating within the City.

CURRENT FEE STRUCTURE

$125 per application (not currently charged)

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$70.80**	**TOTAL COST:**	**$23,718**
UNIT PROFIT (SUBSIDY):	**$(70.80)**	**TOTAL PROFIT (SUBSIDY):**	**$(23,718)**
TOTAL UNITS:	**335**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$70 per application

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
BUSINESS ZONING CLEARANCE	**PL-061**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**335**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
COMM. DEVELOPMENT	COMBO: PLAN TECH/ASST PLA		0.50	$70.80	335	$23,718
		TYPE SUBTOTAL	**0.50**	**$70.80**		**$23,718**
		TOTALS	**0.50**	**$70.80**		**$23,718**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
HOME OCCUPATION ZONING CLEARANCE	**PL-061A**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	Business

DESCRIPTION OF SERVICE

Review of the zoning of a proposed new business operating within a home in the City.

CURRENT FEE STRUCTURE

$62 per application

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$62.00**	**TOTAL REVENUE:**	**$930**
UNIT COST:	**$69.87**	**TOTAL COST:**	**$1,048**
UNIT PROFIT (SUBSIDY):	**$(7.87)**	**TOTAL PROFIT (SUBSIDY):**	**$(118)**
TOTAL UNITS:	**15**	**PCT. COST RECOVERY:**	**88.74%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$70 per application

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
HOME OCCUPATION ZONING CLEARANCE	**PL-061A**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**15**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
BUSINESS SVCS	LIC PRMT SPEC 2		0.25	$34.47	15	$517
COMM. DEVELOPMENT	COMBO: PLAN TECH/ASST PLA		0.25	$35.40	15	$531
		TYPE SUBTOTAL	**0.50**	**$69.87**		**$1,048**
		TOTALS	**0.50**	**$69.87**		**$1,048**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
PUBLIC NOTICING	**PL-062**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	NOTICE	Developer/Resident/Business

DESCRIPTION OF SERVICE

Processing an advertisement in the newspaper where it is required by City codes and standards.

CURRENT FEE STRUCTURE

Actual costs charged by publication

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$175.68**	**TOTAL REVENUE:**	**$6,500**
UNIT COST:	**$175.68**	**TOTAL COST:**	**$6,500**
UNIT PROFIT (SUBSIDY):	**$0.00**	**TOTAL PROFIT (SUBSIDY):**	**$0**
TOTAL UNITS:	**37**	**PCT. COST RECOVERY:**	**100.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Actual costs charged by publication

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
PUBLIC NOTICING	**PL-062**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**37**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
COMM. DEVELOPMENT		Advertising	0.00	$175.68	37	$6,500
		TYPE SUBTOTAL	**0.00**	**$175.68**		**$6,500**
		TOTALS	**0.00**	**$175.68**		**$6,500**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
FIREARMS DEALER PERMIT	**PO-001**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
POLICE	APPLICATION	Business

DESCRIPTION OF SERVICE

Processing a request to operate a firearm dealer business within the City.

CURRENT FEE STRUCTURE

$1,080 per application

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$1,080.00**	**TOTAL REVENUE:**	**$1,080**
UNIT COST:	**$989.00**	**TOTAL COST:**	**$989**
UNIT PROFIT (SUBSIDY):	**$91.00**	**TOTAL PROFIT (SUBSIDY):**	**$91**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**109.20%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$990 per application

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
FIREARMS DEALER PERMIT	**PO-001**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
POLICE ADMIN	POLICE CAPTAIN		0.25	$138.55	1	$139
POLICE ADMIN	POLICE RECORDS SUPV		0.50	$115.08	1	$115
CRIME INVESTIGATION	POLICE SERGEANT		3.00	$735.78	1	$736
		TYPE SUBTOTAL	**3.75**	**$989.41**		**$989**
		TOTALS	**3.75**	**$989.00**		**$989**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
FORTUNETELLER PERMIT	**PO-002**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
POLICE	APPLICATION	Business

DESCRIPTION OF SERVICE

Processing a request to operate a fortuneteller business within the City.

CURRENT FEE STRUCTURE

$738 per application

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$738.00**	**TOTAL REVENUE:**	**$738**
UNIT COST:	**$687.00**	**TOTAL COST:**	**$687**
UNIT PROFIT (SUBSIDY):	**$51.00**	**TOTAL PROFIT (SUBSIDY):**	**$51**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**107.42%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$685 per application

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
FORTUNETELLER PERMIT	**PO-002**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
POLICE ADMIN	POLICE CAPTAIN		0.25	$138.55	1	$139
POLICE ADMIN	POLICE RECORDS SUPV		0.25	$57.54	1	$58
CRIME INVESTIGATION	POLICE SERGEANT		2.00	$490.52	1	$491
		TYPE SUBTOTAL	**2.50**	**$686.61**		**$687**
		TOTALS	**2.50**	**$687.00**		**$687**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
SECONDHAND DEALER PERMIT	**PO-003**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
POLICE	APPLICATION	Business

DESCRIPTION OF SERVICE

Processing a request to operate a fsecondhand dealer business within the City.

CURRENT FEE STRUCTURE

$311 per application

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$311.00**	**TOTAL REVENUE:**	**$622**
UNIT COST:	**$353.00**	**TOTAL COST:**	**$706**
UNIT PROFIT (SUBSIDY):	**$(42.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(84)**
TOTAL UNITS:	**2**	**PCT. COST RECOVERY:**	**88.10%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$355 per application

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
SECONDHAND DEALER PERMIT	**PO-003**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**2**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
POLICE ADMIN	POLICE RECORDS SUPV		1.00	$230.16	2	$460
CRIME INVESTIGATION	POLICE SERGEANT		0.50	$122.63	2	$245
		TYPE SUBTOTAL	**1.50**	**$352.79**		**$706**
		TOTALS	**1.50**	**$353.00**		**$706**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
PAWNSHOP PERMIT	**PO-003A**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
POLICE	APPLICATION	Business

DESCRIPTION OF SERVICE

Processing a request to operate a pawnshop business within the City.

CURRENT FEE STRUCTURE

$1,080 per application

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$1,080.00**	**TOTAL REVENUE:**	**$1,080**
UNIT COST:	**$989.00**	**TOTAL COST:**	**$989**
UNIT PROFIT (SUBSIDY):	**$91.00**	**TOTAL PROFIT (SUBSIDY):**	**$91**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**109.20%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$990 per application

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
PAWNSHOP PERMIT	**PO-003A**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
POLICE ADMIN	POLICE CAPTAIN		0.25	$138.55	1	$139
POLICE ADMIN	POLICE RECORDS SUPV		0.50	$115.08	1	$115
CRIME INVESTIGATION	POLICE SERGEANT		3.00	$735.78	1	$736
		TYPE SUBTOTAL	**3.75**	**$989.41**		**$989**
		TOTALS	**3.75**	**$989.00**		**$989**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
BINGO PERMIT	**PO-004**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
POLICE	APPLICATION	Business/Comm. Group

DESCRIPTION OF SERVICE

Processing a request to operate a bingo game within the City.

CURRENT FEE STRUCTURE

Annual Application - $52 per application plus Department of Justice Fee
Fee is set by Penal Code Section 326.5(l)(1).

Remote Caller Game - $551

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$52.00**	**TOTAL REVENUE:**	**$52**
UNIT COST:	**$737.00**	**TOTAL COST:**	**$737**
UNIT PROFIT (SUBSIDY):	**$(685.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(685)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**7.06%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Annual Application - $50 per application plus Department of Justice Fee
Fee is set by Penal Code Section 326.5(l)(1).

Remote Caller Game - $735

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
BINGO PERMIT	**PO-004**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
POLICE ADMIN	POLICE CAPTAIN		0.25	$138.55	1	$139
POLICE ADMIN	POLICE RECORDS SUPV		1.00	$230.16	1	$230
CRIME INVESTIGATION	POLICE SERGEANT		1.50	$367.89	1	$368
		TYPE SUBTOTAL	**2.75**	**$736.60**		**$737**
		TOTALS	**2.75**	**$737.00**		**$737**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
POLICE MASSAGE ESTABLISHMENT PMT.	**PO-006**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
POLICE	APPLICATION	Business

DESCRIPTION OF SERVICE

Processinga request of the Police Department to operate a massage establishment within the City and perform the necessary background checks if the operator does not have a State license.

CURRENT FEE STRUCTURE

$728 per application

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$728.00**	**TOTAL REVENUE:**	**$728**
UNIT COST:	**$668.00**	**TOTAL COST:**	**$668**
UNIT PROFIT (SUBSIDY):	**$60.00**	**TOTAL PROFIT (SUBSIDY):**	**$60**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**108.98%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$670 per application

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
POLICE MASSAGE ESTABLISHMENT PMT.	**PO-006**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
POLICE ADMIN	POLICE CAPTAIN		0.25	$138.55	1	$139
POLICE ADMIN	POLICE RECORDS SUPV		0.17	$39.13	1	$39
CRIME INVESTIGATION	POLICE SERGEANT		2.00	$490.52	1	$491
		TYPE SUBTOTAL	**2.42**	**$668.20**		**$668**
		TOTALS	**2.42**	**$668.00**		**$668**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
MASSAGE THERAPIST PERMIT	**PO-007**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
POLICE	APPLICATION	Business

DESCRIPTION OF SERVICE

Processing a request to operate as a massage therapist within the City if the therapist does not have a State license.

CURRENT FEE STRUCTURE

$150 per application plus County testing fee

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$150.00**	**TOTAL REVENUE:**	**$150**
UNIT COST:	**$180.00**	**TOTAL COST:**	**$180**
UNIT PROFIT (SUBSIDY):	**$(30.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(30)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**83.33%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$180 per application plus County testing fee

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
MASSAGE THERAPIST PERMIT	**PO-007**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
POLICE ADMIN	POLICE RECORDS SUPV		0.25	$57.54	1	$58
CRIME INVESTIGATION	POLICE SERGEANT	+ County Pass Thru	0.50	$122.63	1	$123
		TYPE SUBTOTAL	**0.75**	**$180.17**		**$180**
		TOTALS	**0.75**	**$180.00**		**$180**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
AUCTION HOUSE PERMIT	**PO-008**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
POLICE	APPLICATION	Business

DESCRIPTION OF SERVICE

Processing a request to operate an auction house business within the City.

CURRENT FEE STRUCTURE

$738 per application

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$738.00**	**TOTAL REVENUE:**	**$738**
UNIT COST:	**$687.00**	**TOTAL COST:**	**$687**
UNIT PROFIT (SUBSIDY):	**$51.00**	**TOTAL PROFIT (SUBSIDY):**	**$51**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**107.42%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$685 per application

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
AUCTION HOUSE PERMIT	**PO-008**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
POLICE ADMIN	POLICE CAPTAIN		0.25	$138.55	1	$139
POLICE ADMIN	POLICE RECORDS SUPV		0.25	$57.54	1	$58
CRIME INVESTIGATION	POLICE SERGEANT		2.00	$490.52	1	$491
		TYPE SUBTOTAL	**2.50**	**$686.61**		**$687**
		TOTALS	**2.50**	**$687.00**		**$687**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
POOL ROOM PERMIT	**PO-009**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
POLICE	APPLICATION	Business

DESCRIPTION OF SERVICE

Processing a request to operate a pool room business of mor than three pool tables or more than 30% of the total floor area.

CURRENT FEE STRUCTURE

$728 per application

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$728.00**	**TOTAL REVENUE:**	**$728**
UNIT COST:	**$668.00**	**TOTAL COST:**	**$668**
UNIT PROFIT (SUBSIDY):	**$60.00**	**TOTAL PROFIT (SUBSIDY):**	**$60**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**108.98%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$670 per application

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
POOL ROOM PERMIT	**PO-009**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
POLICE ADMIN	POLICE CAPTAIN		0.25	$138.55	1	$139
POLICE ADMIN	POLICE RECORDS SUPV		0.17	$39.13	1	$39
CRIME INVESTIGATION	POLICE SERGEANT		2.00	$490.52	1	$491
		TYPE SUBTOTAL	**2.42**	**$668.20**		**$668**
		TOTALS	**2.42**	**$668.00**		**$668**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
TOBACCO PERMIT	**PO-010**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
POLICE	APPLICATION	Business

DESCRIPTION OF SERVICE

Processing a request to sell tobacco products within the City.

CURRENT FEE STRUCTURE

$263 per application

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$263.00**	**TOTAL REVENUE:**	**$263**
UNIT COST:	**$259.00**	**TOTAL COST:**	**$259**
UNIT PROFIT (SUBSIDY):	**$4.00**	**TOTAL PROFIT (SUBSIDY):**	**$4**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**101.54%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$265 per application

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
TOBACCO PERMIT	**PO-010**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
BUSINESS SVCS	REVENUE INSP		0.50	$102.49	1	$102
POLICE ADMIN	POLICE SVCS OFFICER 1		0.25	$34.07	1	$34
CRIME INVESTIGATION	POLICE SERGEANT		0.50	$122.63	1	$123
		TYPE SUBTOTAL	**1.25**	**$259.19**		**$259**
		TOTALS	**1.25**	**$259.00**		**$259**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
MISC. POLICE BUSINESS PERMIT	**PO-013**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
POLICE	APPLICATION	Business

DESCRIPTION OF SERVICE

Processing a request to operate a business within the City requiring a police investigation that is not otherwise listed.

CURRENT FEE STRUCTURE

$781 per application

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$781.00**	**TOTAL REVENUE:**	**$781**
UNIT COST:	**$744.00**	**TOTAL COST:**	**$744**
UNIT PROFIT (SUBSIDY):	**$37.00**	**TOTAL PROFIT (SUBSIDY):**	**$37**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**104.97%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$745 per application

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
MISC. POLICE BUSINESS PERMIT	**PO-013**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
POLICE ADMIN	POLICE CAPTAIN		0.25	$138.55	1	$139
POLICE ADMIN	POLICE RECORDS SUPV		0.50	$115.08	1	$115
CRIME INVESTIGATION	POLICE SERGEANT		2.00	$490.52	1	$491
		TYPE SUBTOTAL	**2.75**	**$744.15**		**$744**
		TOTALS	**2.75**	**$744.00**		**$744**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
CONCEALED WEAPONS PERMIT	**PO-014**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
POLICE	APPLICATION	Resident/Business

DESCRIPTION OF SERVICE

Processing a request for a concealed weapons permit to determine if the permit is warranted and poper, and to qualify the applicant for firearms knowlege and skill.

CURRENT FEE STRUCTURE

Fee is set by State Law:

New application - $100 $25 - renewal application
Amended application - $10
Psychological testing costs are to be added to the above fee up to $150

20% of the fee is collected upon filing of the initial application and is non-refundable. The balance of the fee is collected on issuance of the license.

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$100.00**	**TOTAL REVENUE:**	**$100**
UNIT COST:	**$1,281.00**	**TOTAL COST:**	**$1,281**
UNIT PROFIT (SUBSIDY):	**$(1,181.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(1,181)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**7.81%**

SUGGESTED FEE FOR COST RECOVERY OF: 10%

Fee is set by State Law:

New application - $100 $25 - renewal application
Amended application - $10
Psychological testing costs are to be added to the above fee up to $150

20% of the fee is collected upon filing of the initial application and is non-refundable. The balance of the fee is collected on issuance of the license.

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
CONCEALED WEAPONS PERMIT	**PO-014**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
POLICE ADMIN	POLICE CHIEF		0.25	$147.56	1	$148
POLICE ADMIN	POLICE CAPTAIN		0.25	$138.55	1	$139
POLICE ADMIN	POLICE RECORDS SUPV		0.33	$75.95	1	$76
CRIME INVESTIGATION	POLICE SERGEANT		3.00	$735.78	1	$736
TRAFFIC SAFETY	POLICE SERGEANT	Range	0.75	$182.93	1	$183
		TYPE SUBTOTAL	**4.58**	**$1,280.77**		**$1,281**
		TOTALS	**4.58**	**$1,281.00**		**$1,281**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
CLEARANCE FORM/LETTER	**PO-015**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
POLICE	LETTER	Resident/Non-Resident

DESCRIPTION OF SERVICE

Processing a request for an employment/immigration clearance form and letter.

CURRENT FEE STRUCTURE

$28 per letter

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$28.00**	**TOTAL REVENUE:**	**$3,724**
UNIT COST:	**$39.13**	**TOTAL COST:**	**$5,204**
UNIT PROFIT (SUBSIDY):	**$(11.13)**	**TOTAL PROFIT (SUBSIDY):**	**$(1,480)**
TOTAL UNITS:	**133**	**PCT. COST RECOVERY:**	**71.56%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$40 per letter

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
CLEARANCE FORM/LETTER	**PO-015**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**133**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
POLICE ADMIN	POLICE RECORDS SUPV		0.17	$39.13	133	$5,204
		TYPE SUBTOTAL	**0.17**	**$39.13**		**$5,204**
		TOTALS	**0.17**	**$39.13**		**$5,204**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
RECORDS CHECK - LOCAL	**PO-016**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
POLICE	CHECK	Resident/Non-Resident

DESCRIPTION OF SERVICE

Processing a request for a local police records check.

CURRENT FEE STRUCTURE

$22 per name

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$22.00**	**TOTAL REVENUE:**	**$21,736**
UNIT COST:	**$25.23**	**TOTAL COST:**	**$24,927**
UNIT PROFIT (SUBSIDY):	**$(3.23)**	**TOTAL PROFIT (SUBSIDY):**	**$(3,191)**
TOTAL UNITS:	**988**	**PCT. COST RECOVERY:**	**87.20%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$25 per name

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
RECORDS CHECK - LOCAL	**PO-016**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**988**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
POLICE ADMIN	POLICE ASSISTANT 1		0.17	$18.33	988	$18,110
POLICE ADMIN	POLICE RECORDS SUPV		0.03	$6.90	988	$6,817
		TYPE SUBTOTAL	**0.20**	**$25.23**		**$24,927**
		TOTALS	**0.20**	**$25.23**		**$24,927**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
CITATION SIGN-OFF SERVICE	**PO-017**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
POLICE	CITATION	Resident/Non-Resident

DESCRIPTION OF SERVICE

Sign off of mechanical non-compliance or other citations issued by the El Segundo Police Department.

CURRENT FEE STRUCTURE

$16 per citation

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$16.00**	**TOTAL REVENUE:**	**$4,768**
UNIT COST:	**$23.17**	**TOTAL COST:**	**$6,905**
UNIT PROFIT (SUBSIDY):	**$(7.17)**	**TOTAL PROFIT (SUBSIDY):**	**$(2,137)**
TOTAL UNITS:	**298**	**PCT. COST RECOVERY:**	**69.05%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$23 per citation

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
CITATION SIGN-OFF SERVICE	**PO-017**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**298**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
POLICE ADMIN	POLICE SVCS OFFICER 1		0.17	$23.17	298	$6,905
		TYPE SUBTOTAL	**0.17**	**$23.17**		**$6,905**
		TOTALS	**0.17**	**$23.17**		**$6,905**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
VEHICLE IMPOUND RELEASE	**PO-018**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
POLICE	VEHICLE	Resident/Non-Resident

DESCRIPTION OF SERVICE

Collection and release of vehicles impounded by the City.

CURRENT FEE STRUCTURE

Standard Impound - $220 per vehicle
30 Day/DUI Impound - $306 per vehicle

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$236.38**	**TOTAL REVENUE:**	**$263,092**
UNIT COST:	**$246.19**	**TOTAL COST:**	**$274,006**
UNIT PROFIT (SUBSIDY):	**$(9.81)**	**TOTAL PROFIT (SUBSIDY):**	**$(10,914)**
TOTAL UNITS:	**1,113**	**PCT. COST RECOVERY:**	**96.02%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Standard Impound - $240 per vehicle
30 Day/DUI Impound - $280 per vehicle

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
VEHICLE IMPOUND RELEASE	**PO-018**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1,113**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
POLICE ADMIN	POLICE SVCS OFFICER 1	Standard	0.25	$34.07	901	$30,697
PATROL SERVICES	POLICE OFFICER	Standard - Impound	0.75	$184.55	901	$166,280
CRIME INVESTIGATION	POLICE SERGEANT	Standard	0.08	$19.62	901	$17,678
		TYPE SUBTOTAL	**1.08**	**$238.24**		**$214,654**
POLICE ADMIN	POLICE SVCS OFFICER 1	30 Day	0.25	$34.07	212	$7,223
PATROL SERVICES	POLICE OFFICER	30 Day - Impound	0.75	$184.57	212	$39,129
CRIME INVESTIGATION	POLICE SERGEANT	30 Day	0.25	$61.32	212	$13,000
		TYPE SUBTOTAL	**1.25**	**$279.96**		**$59,352**
		TOTALS	**2.33**	**$246.19**		**$274,006**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
POLICE FALSE ALARM RESPONSE/BILLING	**PO-019**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
POLICE	RESPONSE	Resident/Business

DESCRIPTION OF SERVICE

Responding to an alarm by a Police Officer where the officer can find no evidence of forced entry and it is concluded that the alarm was activated due to a malfunction or user mistake.

CURRENT FEE STRUCTURE

First 3 alarms in a calendar year - No Charge
4th falase alarm - $207
5th false alarm - $312
6th and subsequent false alarm - $415

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$246.06**	**TOTAL COST:**	**$270,666**
UNIT PROFIT (SUBSIDY):	**$(246.06)**	**TOTAL PROFIT (SUBSIDY):**	**$(270,666)**
TOTAL UNITS:	**1,100**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

First 3 alarms in a calendar year - No Charge
4th falase alarm - $250
5th false alarm - $350
6th and subsequent false alarm - $450

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
POLICE FALSE ALARM RESPONSE/BILLING	**PO-019**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1,100**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PATROL SERVICES	POLICE OFFICER	30 M/E Of 2	1.00	$246.06	1,100	$270,666
		TYPE SUBTOTAL	**1.00**	**$246.06**		**$270,666**
		TOTALS	**1.00**	**$246.06**		**$270,666**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
POLICE ALARM PERMIT	**PO-020**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
POLICE	ALARM	Resident/Business

DESCRIPTION OF SERVICE

Registering a new intrusion alarm with the Police Department.

CURRENT FEE STRUCTURE

Alarm Permit - No Charge
Violation for non-alarm permit - $172

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$0.00**	**TOTAL COST:**	**$0**
UNIT PROFIT (SUBSIDY):	**$0.00**	**TOTAL PROFIT (SUBSIDY):**	**$0**
TOTAL UNITS:	**63**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Alarm Permit - No Charge
Violation for non-alarm permit - $175

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CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
POLICE ALARM PERMIT	**PO-020**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**63**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
			0.00	$0.00	0	$0
		TYPE SUBTOTAL	**0.00**	**$0.00**		**$0**
		TOTALS	**0.00**	**$0.00**		**$0**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
DUI COLLISION RESPONSE	**PO-022**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
POLICE	RESPONSE	Resident/Non-Resident

DESCRIPTION OF SERVICE

Response to a DUI inscident which results in property damage, injury, or death.

CURRENT FEE STRUCTURE

Charge the fully allocated hourly rates for all responding emergency personnel, not to exceed $12,000 per incident by State law.

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$2,127.13**	**TOTAL COST:**	**$63,814**
UNIT PROFIT (SUBSIDY):	**$(2,127.13)**	**TOTAL PROFIT (SUBSIDY):**	**$(63,814)**
TOTAL UNITS:	**30**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Charge the fully allocated hourly rates for all responding emergency personnel, not to exceed $12,000 per incident by State law.

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
DUI COLLISION RESPONSE	**PO-022**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**30**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PATROL SERVICES	POLICE OFFICER		6.00	$1,476.28	30	$44,288
PATROL SERVICES	POLICE SERGEANT		2.00	$650.84	30	$19,525
		TYPE SUBTOTAL	**8.00**	**$2,127.12**		**$63,814**
		TOTALS	**8.00**	**$2,127.13**		**$63,814**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
SECOND RESPONSE CALL-BACK	**PO-023**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
POLICE	RESPONSE	Resident/Business

DESCRIPTION OF SERVICE

Responding to a loud party or similar disturbance of the peace to quiet the activity after an initial warning.

CURRENT FEE STRUCTURE

Charge the fully allocated hourly rates for all responding emergency personnel.

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$1,949.64**	**TOTAL COST:**	**$48,741**
UNIT PROFIT (SUBSIDY):	**$(1,949.64)**	**TOTAL PROFIT (SUBSIDY):**	**$(48,741)**
TOTAL UNITS:	**25**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Charge the fully allocated hourly rates for all responding emergency personnel.

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
SECOND RESPONSE CALL-BACK	**PO-023**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**25**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PATROL SERVICES	POLICE OFFICER	1st - 15 M/E Of 2	0.50	$123.05	130	$15,997
		TYPE SUBTOTAL	**0.50**	**$123.05**		**$15,997**
PATROL SERVICES	POLICE OFFICER	2nd - 1 H/E Of 4	4.00	$984.34	25	$24,609
PATROL SERVICES	POLICE SERGEANT	2nd	1.00	$325.42	25	$8,136
		TYPE SUBTOTAL	**5.00**	**$1,309.76**		**$32,744**
		TOTALS	**5.50**	**$1,949.64**		**$48,741**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
SPECIAL EVENT POLICE SERVICE	**PO-025**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
POLICE	HOUR	Business/Comm. Group

DESCRIPTION OF SERVICE

Providing Police services to special events, such as parade, fairs, circuses, athletic events, etc.

CURRENT FEE STRUCTURE

Charge the fully allocated hourly rates for all personnel used.

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$200.00**	**TOTAL REVENUE:**	**$200**
UNIT COST:	**$251.00**	**TOTAL COST:**	**$251**
UNIT PROFIT (SUBSIDY):	**$(51.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(51)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**79.68%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Charge the fully allocated hourly rates for all personnel used.

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
SPECIAL EVENT POLICE SERVICE	**PO-025**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PATROL SERVICES	POLICE OFFICER		1.02	$250.98	1	$251
		TYPE SUBTOTAL	**1.02**	**$250.98**		**$251**
		TOTALS	**1.02**	**$251.00**		**$251**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
FINGERPRINTING ON REQUEST	**PO-026**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
POLICE	PRINT	Resident/Non-Resident

DESCRIPTION OF SERVICE

Providing fingerprint service on request for employment or personal reasons.

CURRENT FEE STRUCTURE

$38 per application plus any DOJ fees

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$38.00**	**TOTAL REVENUE:**	**$18,544**
UNIT COST:	**$44.97**	**TOTAL COST:**	**$21,945**
UNIT PROFIT (SUBSIDY):	**$(6.97)**	**TOTAL PROFIT (SUBSIDY):**	**$(3,401)**
TOTAL UNITS:	**488**	**PCT. COST RECOVERY:**	**84.50%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$45 per application plus any DOJ fees

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
FINGERPRINTING ON REQUEST	**PO-026**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**488**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
POLICE ADMIN	POLICE SVCS OFFICER 1		0.33	$44.97	488	$21,945
		TYPE SUBTOTAL	**0.33**	**$44.97**		**$21,945**
		TOTALS	**0.33**	**$44.97**		**$21,945**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
POLICE REPORT/DOCUMENT REPRODUCTION	**PO-027**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
POLICE	COPY	Resident/Non-Resident

DESCRIPTION OF SERVICE

Providing copies of a crime report, accident report, or other Police documents.

CURRENT FEE STRUCTURE

First 5 copies - No Charge
Each additional copy - $0.20 per copy

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$1.31**	**TOTAL COST:**	**$1,717**
UNIT PROFIT (SUBSIDY):	**$(1.31)**	**TOTAL PROFIT (SUBSIDY):**	**$(1,717)**
TOTAL UNITS:	**1,311**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

First 5 copies - No Charge
Each additional copy - $0.20 per copy

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
POLICE REPORT/DOCUMENT REPRODUCTION	**PO-027**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1,311**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
POLICE ADMIN	POLICE ASSISTANT 2		0.01	$1.31	1,311	$1,717
		TYPE SUBTOTAL	**0.01**	**$1.31**		**$1,717**
		TOTALS	**0.01**	**$1.31**		**$1,717**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
POLICE PHOTO REPRODUCTION	**PO-028**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
POLICE	COPY	Resident/Non-Resident

DESCRIPTION OF SERVICE

Providing copies of crime or accident photographs on request.

CURRENT FEE STRUCTURE

$38 per request

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$38.00**	**TOTAL REVENUE:**	**$11,514**
UNIT COST:	**$47.90**	**TOTAL COST:**	**$14,514**
UNIT PROFIT (SUBSIDY):	**$(9.90)**	**TOTAL PROFIT (SUBSIDY):**	**$(3,000)**
TOTAL UNITS:	**303**	**PCT. COST RECOVERY:**	**79.33%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$48 per request for printed copies

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
POLICE PHOTO REPRODUCTION	**PO-028**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**303**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
CRIME INVESTIGATION	POLICE SVCS OFFICER 2	Printing	0.33	$47.90	303	$14,514
		TYPE SUBTOTAL	**0.33**	**$47.90**		**$14,514**
		TOTALS	**0.33**	**$47.90**		**$14,514**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
POLICE DISPATCH TAPE COPY	**PO-029**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
POLICE	DEVICE	Residnet/Non-Resident

DESCRIPTION OF SERVICE

Providing dispatch tape copies on request.

CURRENT FEE STRUCTURE

$11 per disk

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$11.00**	**TOTAL REVENUE:**	**$2,431**
UNIT COST:	**$59.29**	**TOTAL COST:**	**$13,103**
UNIT PROFIT (SUBSIDY):	**$(48.29)**	**TOTAL PROFIT (SUBSIDY):**	**$(10,672)**
TOTAL UNITS:	**221**	**PCT. COST RECOVERY:**	**18.55%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$11 per device

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CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
POLICE DISPATCH TAPE COPY	**PO-029**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**221**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
POLICE ADMIN	POLICE RECORDS SUPV		0.08	$18.41	221	$4,069
POLICE ADMIN	POLICE SVCS OFFICER 1		0.30	$40.88	221	$9,034
		TYPE SUBTOTAL	**0.38**	**$59.29**		**$13,103**
		TOTALS	**0.38**	**$59.29**		**$13,103**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
POLICE ELECTRONIC FILE COPY	**PO-030**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
POLICE	DEVICE	Resident/Non-Resident

DESCRIPTION OF SERVICE

Providing Police audio or video tape/DVD copies or other electronic files on request.

CURRENT FEE STRUCTURE

$11 per disk

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$11.00**	**TOTAL REVENUE:**	**$3,498**
UNIT COST:	**$72.92**	**TOTAL COST:**	**$23,189**
UNIT PROFIT (SUBSIDY):	**$(61.92)**	**TOTAL PROFIT (SUBSIDY):**	**$(19,691)**
TOTAL UNITS:	**318**	**PCT. COST RECOVERY:**	**15.08%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$11 per device

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CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
POLICE ELECTRONIC FILE COPY	**PO-030**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**318**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
POLICE ADMIN	POLICE RECORDS SUPV		0.08	$18.41	318	$5,854
POLICE ADMIN	POLICE SVCS OFFICER 1		0.40	$54.51	318	$17,334
		TYPE SUBTOTAL	**0.48**	**$72.92**		**$23,189**
		TOTALS	**0.48**	**$72.92**		**$23,189**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
ANIMAL AT-LARGE PICKUP	**PO-040**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
POLICE	PICKUP	Resident

DESCRIPTION OF SERVICE

Pick up of a stray at-large animal.

CURRENT FEE STRUCTURE

1st offense - $11
2nd offense - $28
3rd and subsequent offense - $43

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$11.00**	**TOTAL REVENUE:**	**$22**
UNIT COST:	**$136.50**	**TOTAL COST:**	**$273**
UNIT PROFIT (SUBSIDY):	**$(125.50)**	**TOTAL PROFIT (SUBSIDY):**	**$(251)**
TOTAL UNITS:	**2**	**PCT. COST RECOVERY:**	**8.06%**

SUGGESTED FEE FOR COST RECOVERY OF: 10%

1st offense - $11
2nd offense - $28
3rd and subsequent offense - $43

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
ANIMAL AT-LARGE PICKUP	**PO-040**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**2**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
POLICE ADMIN	POLICE SVCS OFFICER 1		1.00	$136.28	2	$273
		TYPE SUBTOTAL	**1.00**	**$136.28**		**$273**
		TOTALS	**1.00**	**$136.50**		**$273**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
VICIOUS ANIMAL HEARING	**PO-041**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
POLICE	HEARING	Resident

DESCRIPTION OF SERVICE

Conducting an investigation and hearing to determine if a particular animal should be classified as vicious.

CURRENT FEE STRUCTURE

No Charge

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$3,429.00**	**TOTAL COST:**	**$3,429**
UNIT PROFIT (SUBSIDY):	**$(3,429.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(3,429)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 0%

No Charge

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
VICIOUS ANIMAL HEARING	**PO-041**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
POLICE ADMIN	POLICE CHIEF		0.50	$295.11	1	$295
POLICE ADMIN	POLICE CAPTAIN		0.50	$277.11	1	$277
POLICE ADMIN	POLICE SVCS OFFICER 1		8.50	$1,158.38	1	$1,158
TRAFFIC SAFETY	POLICE LIEUTENANT		2.50	$844.30	1	$844
TRAFFIC SAFETY	POLICE SERGEANT		3.50	$853.65	1	$854
		TYPE SUBTOTAL	**15.50**	**$3,428.55**		**$3,429**
		TOTALS	**15.50**	**$3,429.00**		**$3,429**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
ANIMAL CONTROL SERVICES	**PO-047**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
POLICE	LICENSE	Resident

DESCRIPTION OF SERVICE

Assuring that dogs and other animals are free of disease, safe, and under control sufficeint not to create a public nuisance or health hazard.

CURRENT FEE STRUCTURE

Dog License:
Spayed/Neutered - $21
Non-Spayed/Neutered - $83
Seniors - $10
Late Fee - $10

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$15.92**	**TOTAL REVENUE:**	**$15,000**
UNIT COST:	**$31.85**	**TOTAL COST:**	**$30,003**
UNIT PROFIT (SUBSIDY):	**$(15.93)**	**TOTAL PROFIT (SUBSIDY):**	**$(15,003)**
TOTAL UNITS:	**942**	**PCT. COST RECOVERY:**	**50.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 50%

Dog License:
Spayed/Neutered - $21
Non-Spayed/Neutered - $83
Seniors - $10
Late Fee - $10

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
ANIMAL CONTROL SERVICES	**PO-047**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**942**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
ANIMAL CONTROL		Prog Exp	0.00	$31.85	942	$30,003
		TYPE SUBTOTAL	**0.00**	**$31.85**		**$30,003**
		TOTALS	**0.00**	**$31.85**		**$30,003**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
WATER SERVICE LATERAL INSPECTION	**PW-001**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
WATER	LATERAL	Developer/Resident/Business

DESCRIPTION OF SERVICE

Inspection of the installation of a new or upgraded water service lateral.

CURRENT FEE STRUCTURE

1 1/2" - 2" - $1,194 plus $1,036 refundable deposit
3" - 10" - $1,642 plus $1,554 refundable deposit

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$1,283.60**	**TOTAL REVENUE:**	**$25,672**
UNIT COST:	**$825.35**	**TOTAL COST:**	**$16,507**
UNIT PROFIT (SUBSIDY):	**$458.25**	**TOTAL PROFIT (SUBSIDY):**	**$9,165**
TOTAL UNITS:	**20**	**PCT. COST RECOVERY:**	**155.52%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

1" - 2" - $740 plus $1,000 refundable deposit
3" - 10" - $1,160 plus $1,500 refundable deposit

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
WATER SERVICE LATERAL INSPECTION	**PW-001**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**20**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
WATER OPS	ADMIN TECH SPEC		0.33	$48.43	20	$969
		TYPE SUBTOTAL	**0.33**	**$48.43**		**$969**
WATER OPS	WATER MAINT LEADWORKER	1" - 2"	5.00	$693.70	16	$11,099
		TYPE SUBTOTAL	**5.00**	**$693.70**		**$11,099**
WATER OPS	WATER MAINT LEADWORKER	3" - 10"	8.00	$1,109.92	4	$4,440
		TYPE SUBTOTAL	**8.00**	**$1,109.92**		**$4,440**
		TOTALS	**13.33**	**$825.35**		**$16,507**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
WATER SERVICE PRE-PLAN REVIEW	**PW-001A**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
WATER	APPLICATION	Developer/Resident/Business

DESCRIPTION OF SERVICE

Pre-planning of a new water service installation.

CURRENT FEE STRUCTURE

$193 per application

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$193.00**	**TOTAL REVENUE:**	**$3,860**
UNIT COST:	**$138.75**	**TOTAL COST:**	**$2,775**
UNIT PROFIT (SUBSIDY):	**$54.25**	**TOTAL PROFIT (SUBSIDY):**	**$1,085**
TOTAL UNITS:	**20**	**PCT. COST RECOVERY:**	**139.10%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$140 per application

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CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
WATER SERVICE PRE-PLAN REVIEW	**PW-001A**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**20**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
WATER OPS	WATER MAINT LEADWORKER		1.00	$138.74	20	$2,775
		TYPE SUBTOTAL	**1.00**	**$138.74**		**$2,775**
		TOTALS	**1.00**	**$138.75**		**$2,775**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
WATER METER UPGRADE	**PW-002**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
WATER	METER	Developer/Resident/Business

DESCRIPTION OF SERVICE

Installation of a new larger water meter on request.

CURRENT FEE STRUCTURE

Upgrade up to 1" - $4,551 per meter plus actual cost of meter and materials
Upgrade to over 1" - Charge the fully allocated hourly rates for all personnel used plus any materials or outside costs.

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$0.00**	**TOTAL COST:**	**$0**
UNIT PROFIT (SUBSIDY):	**$0.00**	**TOTAL PROFIT (SUBSIDY):**	**$0**
TOTAL UNITS:	**0**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

This service is no longer provided and should be removed from the fee schedule.

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CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
WATER METER UPGRADE	**PW-002**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**0**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
			0.00	$0.00	0	$0
		TYPE SUBTOTAL	**0.00**	**$0.00**		**$0**
		TOTALS	**0.00**	**$0.00**		**$0**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
WATER METER UPGRADE INSPECTION	**PW-002A**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
WATER	INSPECTION	Developer/Resident/Business

DESCRIPTION OF SERVICE

Inspection of the installation of an upgraded water meter.

CURRENT FEE STRUCTURE

None

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$187.20**	**TOTAL COST:**	**$1,872**
UNIT PROFIT (SUBSIDY):	**$(187.20)**	**TOTAL PROFIT (SUBSIDY):**	**$(1,872)**
TOTAL UNITS:	**10**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$185 per inspection

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CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
WATER METER UPGRADE INSPECTION	**PW-002A**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**10**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
WATER OPS	ADMIN TECH SPEC		0.33	$48.43	10	$484
WATER OPS	WATER MAINT LEADWORKER		1.00	$138.74	10	$1,387
		TYPE SUBTOTAL	**1.33**	**$187.17**		**$1,872**
		TOTALS	**1.33**	**$187.20**		**$1,872**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
WATER METER ABANDONMENT	**PW-003**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
WATER	METER	Developer/Resident/Business

DESCRIPTION OF SERVICE

Removal of an abandoned water meter on request.

CURRENT FEE STRUCTURE

$226 per meter

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$0.00**	**TOTAL COST:**	**$0**
UNIT PROFIT (SUBSIDY):	**$0.00**	**TOTAL PROFIT (SUBSIDY):**	**$0**
TOTAL UNITS:	**0**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

This service is no longer provided and should be removed from the fee schedule.

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CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
WATER METER ABANDONMENT	**PW-003**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**0**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
			0.00	$0.00	0	$0
		TYPE SUBTOTAL	**0.00**	**$0.00**		**$0**
		TOTALS	**0.00**	**$0.00**		**$0**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
WATER METER ABANDONMENT INSPECTION	**PW-003A**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
WATER	INSPECTION	Developer/Resident/Business

DESCRIPTION OF SERVICE

Inspection of the abandonment of an existing water meter.

CURRENT FEE STRUCTURE

None

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$187.20**	**TOTAL COST:**	**$1,872**
UNIT PROFIT (SUBSIDY):	**$(187.20)**	**TOTAL PROFIT (SUBSIDY):**	**$(1,872)**
TOTAL UNITS:	**10**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$185 per inspection

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
WATER METER ABANDONMENT INSPECTION	**PW-003A**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**10**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
WATER OPS	ADMIN TECH SPEC		0.33	$48.43	10	$484
WATER OPS	WATER MAINT LEADWORKER		1.00	$138.74	10	$1,387
		TYPE SUBTOTAL	**1.33**	**$187.17**		**$1,872**
		TOTALS	**1.33**	**$187.20**		**$1,872**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
TEMPORARY CONSTRUCTION METER	**PW-004**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
WATER	METER	Developer/Business

DESCRIPTION OF SERVICE

Providing a temporary construction water meter on request.

CURRENT FEE STRUCTURE

Installation - $119
Move - $64

plus refundable deposit to cover the cost of the meter

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$151.00**	**TOTAL REVENUE:**	**$3,020**
UNIT COST:	**$177.45**	**TOTAL COST:**	**$3,549**
UNIT PROFIT (SUBSIDY):	**$(26.45)**	**TOTAL PROFIT (SUBSIDY):**	**$(529)**
TOTAL UNITS:	**20**	**PCT. COST RECOVERY:**	**85.09%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Installation - $145
Move - $70

plus refundable deposit to cover the cost of the meter

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CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
TEMPORARY CONSTRUCTION METER	**PW-004**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**20**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
WATER OPS	ADMIN TECH SPEC	Install	0.50	$73.38	20	$1,468
WATER OPS	WATER MAINT LEADWORKER	Install	0.50	$69.37	20	$1,387
		TYPE SUBTOTAL	**1.00**	**$142.75**		**$2,855**
WATER OPS	WATER MAINT LEADWORKER	Move	0.50	$69.37	10	$694
		TYPE SUBTOTAL	**0.50**	**$69.37**		**$694**
		TOTALS	**1.50**	**$177.45**		**$3,549**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
FIRE FLOW TEST WITNESS	**PW-005**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
WATER	TEST	Developer/Resident/Business

DESCRIPTION OF SERVICE

Witnessing a fire flow test when required.

CURRENT FEE STRUCTURE

$150 per test

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$150.00**	**TOTAL REVENUE:**	**$2,250**
UNIT COST:	**$177.47**	**TOTAL COST:**	**$2,662**
UNIT PROFIT (SUBSIDY):	**$(27.47)**	**TOTAL PROFIT (SUBSIDY):**	**$(412)**
TOTAL UNITS:	**15**	**PCT. COST RECOVERY:**	**84.52%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$175 per test

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CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
FIRE FLOW TEST WITNESS	**PW-005**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**15**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
WATER OPS	ADMIN TECH SPEC		0.50	$73.38	15	$1,101
WATER OPS	WATER MAINT LEADWORKER		0.75	$104.06	15	$1,561
		TYPE SUBTOTAL	**1.25**	**$177.44**		**$2,662**
		TOTALS	**1.25**	**$177.47**		**$2,662**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
DAMAGED METER/SERVICE LINE	**PW-006**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
WATER	METER	Resident/Business

DESCRIPTION OF SERVICE

Repairing a damaged water meter when damaged by a customer.

CURRENT FEE STRUCTURE

Charge the fully allocated hourly rates for all personnel used plus any materials or outside costs.

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$0.00**	**TOTAL COST:**	**$0**
UNIT PROFIT (SUBSIDY):	**$0.00**	**TOTAL PROFIT (SUBSIDY):**	**$0**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Charge the fully allocated hourly rates for all personnel used plus any materials or outside costs.

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CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
DAMAGED METER/SERVICE LINE	**PW-006**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
WATER OPS	WATER MAINT LEADWORKER	Actual Costs	0.00	$0.00	1	$0
		TYPE SUBTOTAL	**0.00**	**$0.00**		**$0**
		TOTALS	**0.00**	**$0.00**		**$0**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
ANNUAL BACKFLOW DEVICE PROGRAM	**PW-007**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
WATER	DEVICE	Resident/Business

DESCRIPTION OF SERVICE

Administration of the backflow devices located within the City to insure that they are functioning properly.

CURRENT FEE STRUCTURE

$64 per device per year

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$64.00**	**TOTAL REVENUE:**	**$65,472**
UNIT COST:	**$134.52**	**TOTAL COST:**	**$137,614**
UNIT PROFIT (SUBSIDY):	**$(70.52)**	**TOTAL PROFIT (SUBSIDY):**	**$(72,142)**
TOTAL UNITS:	**1,023**	**PCT. COST RECOVERY:**	**47.58%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$135 per device per year

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CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
ANNUAL BACKFLOW DEVICE PROGRAM	**PW-007**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1,023**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
WATER OPS	ADMIN SPEC	80%	1.30	$134.52	1,023	$137,614
		TYPE SUBTOTAL	**1.30**	**$134.52**		**$137,614**
		TOTALS	**1.30**	**$134.52**		**$137,614**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
NEW SEWER LATERAL INSPECTION	**PW-010**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
SANITATION	LATERAL	Developer/Resident/Business

DESCRIPTION OF SERVICE

Inspection of the installation of a new wastewater service lateral.

CURRENT FEE STRUCTURE

$226 per lateral

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$226.00**	**TOTAL REVENUE:**	**$2,260**
UNIT COST:	**$283.10**	**TOTAL COST:**	**$2,831**
UNIT PROFIT (SUBSIDY):	**$(57.10)**	**TOTAL PROFIT (SUBSIDY):**	**$(571)**
TOTAL UNITS:	**10**	**PCT. COST RECOVERY:**	**79.83%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$285 per lateral

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CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
NEW SEWER LATERAL INSPECTION	**PW-010**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**10**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
WASTEWATER	WASTEWATER SUPV		1.50	$283.11	10	$2,831
		TYPE SUBTOTAL	**1.50**	**$283.11**		**$2,831**
		TOTALS	**1.50**	**$283.10**		**$2,831**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
SEWER CAP INSPECTION	**PW-011**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
SANITATION	CAP	Developer/Resident/Business

DESCRIPTION OF SERVICE

Inspection of the closing and capping of an abandoned sewer line.

CURRENT FEE STRUCTURE

$226 per cap

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$226.00**	**TOTAL REVENUE:**	**$2,260**
UNIT COST:	**$283.10**	**TOTAL COST:**	**$2,831**
UNIT PROFIT (SUBSIDY):	**$(57.10)**	**TOTAL PROFIT (SUBSIDY):**	**$(571)**
TOTAL UNITS:	**10**	**PCT. COST RECOVERY:**	**79.83%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$285 per cap

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CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
SEWER CAP INSPECTION	**PW-011**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**10**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
WASTEWATER	WASTEWATER SUPV		1.50	$283.11	10	$2,831
		TYPE SUBTOTAL	**1.50**	**$283.11**		**$2,831**
		TOTALS	**1.50**	**$283.10**		**$2,831**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
SEWAGE SPILL RESPONSE	**PW-012**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
SANITATION	SPILL	Developer/Resident/Business

DESCRIPTION OF SERVICE

Response and clean-up of a sewage spill from private property to the public right-of-way.

CURRENT FEE STRUCTURE

Charge the fully allocated hourly rates for all personnel used plus any materials or outside costs.

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$0.00**	**TOTAL COST:**	**$0**
UNIT PROFIT (SUBSIDY):	**$0.00**	**TOTAL PROFIT (SUBSIDY):**	**$0**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Charge the fully allocated hourly rates for all personnel used plus any materials or outside costs.

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CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
SEWAGE SPILL RESPONSE	**PW-012**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
WASTEWATER	WASTEWATER SUPV	Actual Cost	0.00	$0.00	1	$0
		TYPE SUBTOTAL	**0.00**	**$0.00**		**$0**
		TOTALS	**0.00**	**$0.00**		**$0**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
NEW UTILITY ACCOUNT PROCESSING	**PW-015**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
WATER	ACCOUNT	Resident/Business

DESCRIPTION OF SERVICE

Processing a new utility account.

CURRENT FEE STRUCTURE

$92 per new account

Deposit:
Residential - $69
Commercial - $268

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$92.00**	**TOTAL REVENUE:**	**$36,064**
UNIT COST:	**$117.22**	**TOTAL COST:**	**$45,950**
UNIT PROFIT (SUBSIDY):	**$(25.22)**	**TOTAL PROFIT (SUBSIDY):**	**$(9,886)**
TOTAL UNITS:	**392**	**PCT. COST RECOVERY:**	**78.49%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$115 per new account

Deposit:
Residential - $70
Commercial - $270

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
NEW UTILITY ACCOUNT PROCESSING	**PW-015**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**392**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
WATER OPS	ADMIN TECH SPEC		0.33	$48.43	392	$18,985
WATER OPS	METER READER/REPAIRER		0.50	$68.79	392	$26,966
		TYPE SUBTOTAL	**0.83**	**$117.22**		**$45,950**
		TOTALS	**0.83**	**$117.22**		**$45,950**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
DELINQUENT UTILITY BILLING	**PW-016**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
WATER	ACCOUNT	Resident/Business

DESCRIPTION OF SERVICE

Processing delinquent utility bills and notifyig delinquent customer of past due status.

CURRENT FEE STRUCTURE

Delinquent Bill - $14
Red Tag - $31

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$105.82**	**TOTAL COST:**	**$110,053**
UNIT PROFIT (SUBSIDY):	**$(105.82)**	**TOTAL PROFIT (SUBSIDY):**	**$(110,053)**
TOTAL UNITS:	**1,040**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 50%

Delinquent Bill - $14
Red Tag - $31

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
DELINQUENT UTILITY BILLING	**PW-016**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1,040**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
BUSINESS SVCS	TREAS & CUST SVCS MGR	3 Hrs/Week	0.13	$38.08	1,040	$39,603
BUSINESS SVCS	TREAS & CUST SVCS MGR	Red Tag - 1 Hr/Wk	0.04	$12.71	1,040	$13,218
WATER OPS	ACCOUNTANT	3 Hr/Wk	0.14	$23.81	1,040	$24,762
WATER OPS	ACCOUNTANT	Red Tag - 2 Hr/Wk	0.10	$15.87	1,040	$16,505
WATER OPS	ADMIN TECH SPEC	1.25 Hr/Month	0.01	$2.12	1,040	$2,205
WATER OPS	METER READER/REPAIRER	Red Tag - 2 Hr/Wk	0.10	$13.23	1,040	$13,759
		TYPE SUBTOTAL	**0.52**	**$105.82**		**$110,053**
		TOTALS	**0.52**	**$105.82**		**$110,053**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
DELINQUENT UTILITY TURN-OFF/ON	**PW-017**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
WATER	TURN-OFF/ON	Resident/Business

DESCRIPTION OF SERVICE

Turn-off off of a water meter due to non-payment, and ensuing turn-on after payment.

CURRENT FEE STRUCTURE

$71 per delinquent shut off
$68 per reconnection

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$164.18**	**TOTAL COST:**	**$12,806**
UNIT PROFIT (SUBSIDY):	**$(164.18)**	**TOTAL PROFIT (SUBSIDY):**	**$(12,806)**
TOTAL UNITS:	**78**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$85 per delinquent shut off
$50 per reconnection for compliance with SB 998.

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
DELINQUENT UTILITY TURN-OFF/ON	**PW-017**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**78**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
WATER OPS	ADMIN TECH SPEC	Turn Off	0.25	$36.69	78	$2,862
WATER OPS	ADMIN TECH SPEC	Turn On	0.25	$36.69	78	$2,862
WATER OPS	METER READER/REPAIRER	Turn Off	0.33	$45.40	78	$3,541
WATER OPS	METER READER/REPAIRER	Turn On	0.33	$45.40	78	$3,541
		TYPE SUBTOTAL	**1.16**	**$164.18**		**$12,806**
		TOTALS	**1.16**	**$164.18**		**$12,806**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
WATER METER TEST	**PW-020**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
WATER	TEST	Resident/Business

DESCRIPTION OF SERVICE

Check of a water meter due to concerns about the proper functioning of the meter.

CURRENT FEE STRUCTURE

$294 per meter test (refunded if the meter is found to be running fast)

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$294.00**	**TOTAL REVENUE:**	**$1,470**
UNIT COST:	**$358.00**	**TOTAL COST:**	**$1,790**
UNIT PROFIT (SUBSIDY):	**$(64.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(320)**
TOTAL UNITS:	**5**	**PCT. COST RECOVERY:**	**82.12%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$360 per meter test (refunded if the meter is found to be running fast)

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
WATER METER TEST	**PW-020**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**5**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
WATER OPS	ADMIN TECH SPEC		0.33	$48.43	5	$242
WATER OPS	METER READER/REPAIRER	Test Meter	1.00	$137.57	5	$688
WATER OPS	METER READER/REPAIRER	Pull Meter	1.00	$137.57	5	$688
WATER OPS	METER READER/REPAIRER	Call Customer	0.25	$34.39	5	$172
		TYPE SUBTOTAL	**2.58**	**$357.96**		**$1,790**
		TOTALS	**2.58**	**$358.00**		**$1,790**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
REFER TO COLLECTION AGENCY	**PW-021**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
WATER	N/A	Resident/Business

DESCRIPTION OF SERVICE

Recovery of the cost of the collection agency due to a referral due to a delinquent account.

CURRENT FEE STRUCTURE

5% of the amount owed to the City

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$0.00**	**TOTAL COST:**	**$0**
UNIT PROFIT (SUBSIDY):	**$0.00**	**TOTAL PROFIT (SUBSIDY):**	**$0**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

5% of the amount owed to the City

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
REFER TO COLLECTION AGENCY	**PW-021**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
			0.00	$0.00	0	$0
		TYPE SUBTOTAL	**0.00**	**$0.00**		**$0**
		TOTALS	**0.00**	**$0.00**		**$0**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
BANNER HANGING	**PW-023**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PUBLIC WORKS	BANNER	Comm. Group

DESCRIPTION OF SERVICE

Review and installation of a promotional banner for a community group on request.

CURRENT FEE STRUCTURE

$182 per banner

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$182.00**	**TOTAL REVENUE:**	**$728**
UNIT COST:	**$817.00**	**TOTAL COST:**	**$3,268**
UNIT PROFIT (SUBSIDY):	**$(635.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(2,540)**
TOTAL UNITS:	**4**	**PCT. COST RECOVERY:**	**22.28%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$815 per banner

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
BANNER HANGING	**PW-023**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**4**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
ENGINEERING	PW INSPECTOR		1.00	$87.52	4	$350
STREET MAINT	STREET MAINT WORKER 1		4.00	$335.20	4	$1,341
STREET MAINT	STREET MAINT WORKER 2		4.00	$394.20	4	$1,577
		TYPE SUBTOTAL	**9.00**	**$816.92**		**$3,268**
		TOTALS	**9.00**	**$817.00**		**$3,268**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
COMMERCIAL HAULER PERMIT	**PW-025**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PUBLIC WORKS	PERMIT	Business

DESCRIPTION OF SERVICE

Review of a commercial waste hauler operating within the City for compliance with City codes and regulations.

CURRENT FEE STRUCTURE

Full Service - $5,520 per permit
Roll-Off/C&D - $1,891 per permit

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$3,705.50**	**TOTAL REVENUE:**	**$7,411**
UNIT COST:	**$3,884.50**	**TOTAL COST:**	**$7,769**
UNIT PROFIT (SUBSIDY):	**$(179.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(358)**
TOTAL UNITS:	**2**	**PCT. COST RECOVERY:**	**95.39%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Full Service - $6,310 per permit
Roll-Off/C&D - $1.460 per permit

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CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
COMMERCIAL HAULER PERMIT	**PW-025**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**2**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
ENGINEERING	ENGINEERING TECH	Full Service	0.25	$31.10	1	$31
SOLID WASTE RECYCLI	SR MGMT ANALYST	Full Service	9.00	$1,279.89	1	$1,280
SOLID WASTE RECYCLI		Consult-Full Svc	0.00	$5,000.00	1	$5,000
		TYPE SUBTOTAL	**9.25**	**$6,310.99**		**$6,311**
ENGINEERING	ENGINEERING TECH	Roll-Off/C&D	0.25	$31.10	1	$31
SOLID WASTE RECYCLI	SR MGMT ANALYST	Roll-Off/C&D	3.00	$426.63	1	$427
SOLID WASTE RECYCLI		Consult-Roll Off/C&D	0.00	$1,000.00	1	$1,000
		TYPE SUBTOTAL	**3.25**	**$1,457.73**		**$1,458**
		TOTALS	**12.50**	**$3,884.50**		**$7,769**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
SELF HAUL WASTE PERMIT	**PW-026**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PUBLIC WORKS	PERMIT	Resident

DESCRIPTION OF SERVICE

Review of a request by a resident to self-haul their waste.

CURRENT FEE STRUCTURE

None

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$789.00**	**TOTAL COST:**	**$789**
UNIT PROFIT (SUBSIDY):	**$(789.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(789)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$790 per permit

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
SELF HAUL WASTE PERMIT	**PW-026**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
SOLID WASTE RECYCLI	SR MGMT ANALYST		4.00	$568.84	1	$569
SOLID WASTE RECYCLI		Consultant	0.00	$220.00	1	$220
		TYPE SUBTOTAL	**4.00**	**$788.84**		**$789**
		TOTALS	**4.00**	**$789.00**		**$789**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
ADULT SPORTS	**REC-001**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
RECREATION	PARTICIPANT	Resident/Non-Resident

DESCRIPTION OF SERVICE

Providing adult sports programs to the community, such as basketball, softball, kickball, and soccer.

CURRENT FEE STRUCTURE

Basketball:
Resident - $203 Non-Resident - $243
Softball:
Resident - $353 Non-Resident - $426
Kickball:
Resident - $304 Non-Resident - $365
Soccer:
Resident - $203 Non-Resident - $243

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$59.98**	**TOTAL REVENUE:**	**$79,895**
UNIT COST:	**$89.43**	**TOTAL COST:**	**$119,121**
UNIT PROFIT (SUBSIDY):	**$(29.45)**	**TOTAL PROFIT (SUBSIDY):**	**$(39,226)**
TOTAL UNITS:	**1,332**	**PCT. COST RECOVERY:**	**67.07%**

SUGGESTED FEE FOR COST RECOVERY OF: 40%

Recreation Programs as a whole are currently recovering 39.6% of their direct costs, which are defined as direct salaries and benefits as well as direct operating expenses.

The goal for Recreation Programs as a whole should be 40% Direct Cost Recovery.

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CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
ADULT SPORTS	**REC-001**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1,332**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
REC OPERATIONS		Ballfield Maint/Repl	0.00	$13.20	1,332	$17,582
REC-SPORTS	RECREATION SUPV.	10%	0.13	$17.80	1,332	$23,710
REC-SPORTS	TEMP EMPLOYEES	$39,000	1.95	$55.88	1,332	$74,432
REC-SPORTS		Supplies	0.00	$2.55	1,332	$3,397
		TYPE SUBTOTAL	**2.08**	**$89.43**		**$119,121**
		TOTALS	**2.08**	**$89.43**		**$119,121**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
DAY CAMPS	**REC-003**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
RECREATION	PARTICIPANT	Resident/Non-Resident

DESCRIPTION OF SERVICE

Providing Winter, Summer, and Spring Break Day Camps and sports camps to the community

CURRENT FEE STRUCTURE

Sports Camp: Resident - $51 Non-Resident - $66
Camp Cowabunga Regular Day:
Resident - $177 Non-Resident - $213
Resident Multi-Child - $152 Non-Resident Multi-Child - $183
Camp Cowabunga Extended Day:
Resident - $203 Non-Resident - $243
Resident Multi-Child - $177 Non-Resident Multi-Child - $213
Tiny Tots: Resident - $51 Non-Resident - $66

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$155.29**	**TOTAL REVENUE:**	**$255,297**
UNIT COST:	**$204.03**	**TOTAL COST:**	**$335,425**
UNIT PROFIT (SUBSIDY):	**$(48.74)**	**TOTAL PROFIT (SUBSIDY):**	**$(80,128)**
TOTAL UNITS:	**1,644**	**PCT. COST RECOVERY:**	**76.11%**

SUGGESTED FEE FOR COST RECOVERY OF: 40%

Recreation Programs as a whole are currently recovering 39.6% of their direct costs, which are defined as direct salaries and benefits as well as direct operating expenses.

The goal for Recreation Programs as a whole should be 40% Direct Cost Recovery.

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CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
DAY CAMPS	**REC-003**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1,644**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
REC OPERATIONS	TEMP EMPLOYEES	$133,331	5.35	$165.61	1,644	$272,263
REC OPERATIONS		Supplies	0.00	$8.52	1,644	$14,007
REC OPERATIONS		Facility Cost	0.00	$3.48	1,644	$5,721
CULTURAL ARTS	RECREATION COORD.	15%	0.15	$16.97	1,644	$27,899
CULTURAL ARTS	RECREATION SUPV.	5%	0.05	$6.41	1,644	$10,538
PROP A REC TRIPS		Transportation	0.00	$3.04	1,644	$4,998
		TYPE SUBTOTAL	**5.56**	**$204.03**		**$335,425**
		TOTALS	**5.56**	**$204.03**		**$335,425**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
TEEN CENTER/AFTERSCHOOL	**REC-004**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
RECREATION	N/A	Resident/Non-Resident

DESCRIPTION OF SERVICE

Maintenance of the Teen Center and providing teen services and afterschool program to the community.

CURRENT FEE STRUCTURE

GABIT - Spring and Summer:
Resident - No Charge
Non-Resident - $15 per player
Snowboard Trip - $66 Resident and $81 Non-Resident
Golf Tournament - $51 per golfer
Skate Tournament - $15 - Resident or Non-Resident
Teen Camp: Resident - $100 Non-Residnet - $125

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$1,808.00**	**TOTAL REVENUE:**	**$1,808**
UNIT COST:	**$423,382.00**	**TOTAL COST:**	**$423,382**
UNIT PROFIT (SUBSIDY):	**$(421,574.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(421,574)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**0.43%**

SUGGESTED FEE FOR COST RECOVERY OF: 40%

Recreation Programs as a whole are currently recovering 39.6% of their direct costs, which are defined as direct salaries and benefits as well as direct operating expenses.

The goal for Recreation Programs as a whole should be 40% Direct Cost Recovery.

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CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
TEEN CENTER/AFTERSCHOOL	**REC-004**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
REC OPERATIONS		Facility Cost	0.00	$119,982.90	1	$119,983
CULTURAL ARTS	RECREATION COORD.	50%	834.00	$92,999.34	1	$92,999
TEEN CENTER	TEMP EMPLOYEES	$101,782	7,000.00	$190,400.00	1	$190,400
TEEN CENTER		Prog Exp	0.00	$10,000.00	1	$10,000
FD 702 TEEN CENTER		Prog Exp	0.00	$10,000.00	1	$10,000
		TYPE SUBTOTAL	**7,834.00**	**$423,382.24**		**$423,382**
		TOTALS	**7,834.00**	**$423,382.00**		**$423,382**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
RECREATION CLASSES	**REC-005**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
RECREATION	PARTICIPANT	Resident/Non-Resident

DESCRIPTION OF SERVICE

Providing recreation classes to the community.

CURRENT FEE STRUCTURE

The instructor receives 70% of the class fee and the City receives 30% of the class fee.

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$104,993.00**	**TOTAL REVENUE:**	**$104,993**
UNIT COST:	**$538,048.00**	**TOTAL COST:**	**$538,048**
UNIT PROFIT (SUBSIDY):	**$(433,055.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(433,055)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**19.51%**

SUGGESTED FEE FOR COST RECOVERY OF: 40%

Recreation Programs as a whole are currently recovering 39.6% of their direct costs, which are defined as direct salaries and benefits as well as direct operating expenses.

The goal for Recreation Programs as a whole should be 40% Direct Cost Recovery.

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CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
RECREATION CLASSES	**REC-005**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
REC OPERATIONS	TEMP EMPLOYEES	$17,617	1,169.28	$36,165.83	1	$36,166
REC OPERATIONS		Facility Cost	0.00	$258,773.08	1	$258,773
CULTURAL ARTS	RECREATION COORD.	12% - Contract Camps	200.16	$22,319.84	1	$22,320
CULTURAL ARTS	RECREATION SUPV.	25%	417.00	$52,658.76	1	$52,659
CULTURAL ARTS	TEMP EMPLOYEES	$19,549	1,302.18	$40,536.86	1	$40,537
CULTURAL ARTS		Instructors	0.00	$30,000.00	1	$30,000
REC-SPORTS	RECREATION SUPV.	3%	50.04	$7,111.68	1	$7,112
REC-SPORTS	TEMP EMPLOYEES	$21,000	1,400.00	$40,082.00	1	$40,082
REC-SPORTS		Supplies	0.00	$6,400.00	1	$6,400
REC-SPORTS		Prof Services	0.00	$44,000.00	1	$44,000
		TYPE SUBTOTAL	**4,538.66**	**$538,048.05**		**$538,048**
		TOTALS	**4,538.66**	**$538,048.00**		**$538,048**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
HILLTOP POOL	**REC-006**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
RECREATION	PARTICIPANT	Resident/Non-Resident

DESCRIPTION OF SERVICE

Providing aquatics services at the Hilltop Pool to the community.

CURRENT FEE STRUCTURE

Card Holders - No Charge
Swimnastics or Lap/Rec Swim (Non-Card Holder) - $5.50

Group Lessons: Resident - $48 Non-Resident - $60

Private Lessons: Resident - $80 Non-Resident - $100

Various rental fees

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$20,740.00**	**TOTAL REVENUE:**	**$20,740**
UNIT COST:	**$353,253.00**	**TOTAL COST:**	**$353,253**
UNIT PROFIT (SUBSIDY):	**$(332,513.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(332,513)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**5.87%**

SUGGESTED FEE FOR COST RECOVERY OF: 40%

Recreation Programs as a whole are currently recovering 39.6% of their direct costs, which are defined as direct salaries and benefits as well as direct operating expenses.

The goal for Recreation Programs as a whole should be 40% Direct Cost Recovery.

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
HILLTOP POOL	**REC-006**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
AQUATICS	RECREATION SUPV.	10%	166.80	$26,979.90	1	$26,980
AQUATICS	TEMP EMPLOYEES	$57,468	4,000.00	$160,040.00	1	$160,040
AQUATICS		Facility Maint	0.00	$94,211.78	1	$94,212
AQUATICS		Prog Exp	0.00	$16,000.00	1	$16,000
WISEBURN AQUATICS	RECREATION COORD.	10%	166.80	$16,021.14	1	$16,021
BUILDING REPLACEMEN		Facil Replace	0.00	$40,000.00	1	$40,000
		TYPE SUBTOTAL	**4,333.60**	**$353,252.82**		**$353,253**
		TOTALS	**4,333.60**	**$353,253.00**		**$353,253**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
WISEBURN POOL	**REC-006A**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
RECREATION	PARTICIPANT	Resident/Non-Resident

DESCRIPTION OF SERVICE

Providing aquatics services at the Wiseburn Aquatics Center to the community.

CURRENT FEE STRUCTURE

Group Lessons: Resident - $48 Non-Resident - $60
Private Lessons: Resident - $80 Non-Resident - $100
Lifeguard Class: Resident - $200 Non-Resident - $240
Guard In-Training: Resident - $51 Non-Resident - $66

Special Events: Resident - $5 Non-Resident - $6

Various rental fees

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$1,142,770.00**	**TOTAL REVENUE:**	**$1,142,770**
UNIT COST:	**$2,176,485.00**	**TOTAL COST:**	**$2,176,485**
UNIT PROFIT (SUBSIDY):	**$(1,033,715.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(1,033,715)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**52.51%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
WISEBURN POOL	**REC-006A**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
AQUATICS	RECREATION SUPV.	90%	1,501.20	$242,819.10	1	$242,819
WISEBURN AQUATICS	RECREATION COORD.	90%	1,501.20	$144,190.26	1	$144,190
WISEBURN AQUATICS	TEMP EMPLOYEES	$852,931	46,054.00	$1,614,653.24	1	$1,614,653
WISEBURN AQUATICS		Facility Maintenance	0.00	$80,672.44	1	$80,672
WISEBURN AQUATICS		Program Expense	0.00	$44,150.00	1	$44,150
BUILDING REPLACEMEN		Heater Replace	0.00	$50,000.00	1	$50,000
		TYPE SUBTOTAL	**49,056.40**	**$2,176,485.04**		**$2,176,485**
		TOTALS	**49,056.40**	**$2,176,485.00**		**$2,176,485**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
RECREATION CARD REGISTRATION	**REC-007**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
RECREATION	CARD	Resident/Non-Resident

DESCRIPTION OF SERVICE

Processing of Recreation Cards that entitles the card bearer to certain benefits.

CURRENT FEE STRUCTURE

Adult - $15
Youth - $10
Senior/Infant - $5

Replacement - $5

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$12.61**	**TOTAL REVENUE:**	**$66,000**
UNIT COST:	**$5.60**	**TOTAL COST:**	**$29,299**
UNIT PROFIT (SUBSIDY):	**$7.01**	**TOTAL PROFIT (SUBSIDY):**	**$36,701**
TOTAL UNITS:	**5,232**	**PCT. COST RECOVERY:**	**225.26%**

SUGGESTED FEE FOR COST RECOVERY OF: 40%

Recreation Programs as a whole are currently recovering 39.6% of their direct costs, which are defined as direct salaries and benefits as well as direct operating expenses.

The goal for Recreation Programs as a whole should be 40% Direct Cost Recovery.

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CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
RECREATION CARD REGISTRATION	**REC-007**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**5,232**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
REC OPERATIONS	TEMP EMPLOYEES		0.17	$5.26	5,232	$27,520
REC-SPORTS		Supplies	0.00	$0.34	5,232	$1,779
		TYPE SUBTOTAL	**0.17**	**$5.60**		**$29,299**
		TOTALS	**0.17**	**$5.60**		**$29,299**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
YOUTH DRAMA	**REC-008**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
RECREATION	PARTICIPANT	Resident/Non-Resident

DESCRIPTION OF SERVICE

Providing a youth drama program to the community.

CURRENT FEE STRUCTURE

various performance ticket prices.

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$125.98**	**TOTAL REVENUE:**	**$16,000**
UNIT COST:	**$1,253.33**	**TOTAL COST:**	**$159,173**
UNIT PROFIT (SUBSIDY):	**$(1,127.35)**	**TOTAL PROFIT (SUBSIDY):**	**$(143,173)**
TOTAL UNITS:	**127**	**PCT. COST RECOVERY:**	**10.05%**

SUGGESTED FEE FOR COST RECOVERY OF: 40%

Recreation Programs as a whole are currently recovering 39.6% of their direct costs, which are defined as direct salaries and benefits as well as direct operating expenses.

The goal for Recreation Programs as a whole should be 40% Direct Cost Recovery.

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
YOUTH DRAMA	**REC-008**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**127**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
REC OPERATIONS		Facility Cost	0.00	$660.96	127	$83,942
CULTURAL ARTS	RECREATION SUPV.	15%	1.97	$248.78	127	$31,595
CULTURAL ARTS	TEMP EMPLOYEES	$1,754	0.92	$28.63	127	$3,636
CULTURAL ARTS		Suppl/Contr/Fee	0.00	$314.96	127	$40,000
		TYPE SUBTOTAL	**2.89**	**$1,253.33**		**$159,173**
		TOTALS	**2.89**	**$1,253.33**		**$159,173**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
SENIOR SERVICES	**REC-009**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
RECREATION	N/A	Resident/Non-Resident

DESCRIPTION OF SERVICE

Providing senior citizen services to the community

CURRENT FEE STRUCTURE

Classes - The instructor receives 70% of the class fee and the City receives 30% of the class fee.

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$16,540.00**	**TOTAL REVENUE:**	**$16,540**
UNIT COST:	**$489,144.00**	**TOTAL COST:**	**$489,144**
UNIT PROFIT (SUBSIDY):	**$(472,604.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(472,604)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**3.38%**

SUGGESTED FEE FOR COST RECOVERY OF: 40%

Recreation Programs as a whole are currently recovering 39.6% of their direct costs, which are defined as direct salaries and benefits as well as direct operating expenses.

The goal for Recreation Programs as a whole should be 40% Direct Cost Recovery.

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CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
SENIOR SERVICES	**REC-009**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PARKS MAINT	PARK MAINT WORKER	365 H/Y - Set-Up	365.00	$32,368.20	1	$32,368
SENIOR IN-HOME CARE	TEMP EMPLOYEES	$4,100	200.00	$9,190.00	1	$9,190
SENIOR IN-HOME CARE		Prog Exp	0.00	$20,000.00	1	$20,000
DELIVERED MEALS	TEMP EMPLOYEES	$8,900	600.00	$16,974.00	1	$16,974
DELIVERED MEALS		Prog Exp	0.00	$25,000.00	1	$25,000
COMMUNITY OUTREACH		Prog Exp	0.00	$16,000.00	1	$16,000
REC OPERATIONS		Facility Cost	0.00	$96,088.67	1	$96,089
JOSLYN SR CENTER	RECREATION SUPV.	31%	517.08	$75,121.38	1	$75,121
JOSLYN SR CENTER	TEMP EMPLOYEES	$53,000	3,600.00	$108,972.00	1	$108,972
JOSLYN SR CENTER		Prog Exp	0.00	$49,500.00	1	$49,500
SENIOR HOUSING		CAP Charges	0.00	$9,616.92	1	$9,617
SENIOR HOUSING		Prog Exp	0.00	$15,313.00	1	$15,313
FD 702 JOSLYN SR CEN		Prog Exp	0.00	$15,000.00	1	$15,000
		TYPE SUBTOTAL	**5,282.08**	**$489,144.17**		**$489,144**
		TOTALS	**5,282.08**	**$489,144.00**		**$489,144**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
BLOCK PARTY PERMIT	**REC-010**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
RECREATION	APPLICATION	Resident

DESCRIPTION OF SERVICE

Processing a request for a neighborhood block party on a City street.

CURRENT FEE STRUCTURE

Processing fee - $25

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$25.00**	**TOTAL REVENUE:**	**$250**
UNIT COST:	**$429.40**	**TOTAL COST:**	**$4,294**
UNIT PROFIT (SUBSIDY):	**$(404.40)**	**TOTAL PROFIT (SUBSIDY):**	**$(4,044)**
TOTAL UNITS:	**10**	**PCT. COST RECOVERY:**	**5.82%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Processing fee - $430 for 100% Direct Cost Recovery

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
BLOCK PARTY PERMIT	**REC-010**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**10**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
STREET SVCS	STREET MAINT SUPV		2.00	$307.40	10	$3,074
TRAFFIC SAFETY	POLICE SERGEANT		0.50	$121.95	10	$1,220
		TYPE SUBTOTAL	**2.50**	**$429.35**		**$4,294**
		TOTALS	**2.50**	**$429.40**		**$4,294**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
PRIVATE SPEC. EVENT PERMIT/SERVICES	**REC-011**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
RECREATION	APPLICATION	Comm. Group/Business

DESCRIPTION OF SERVICE

Processing a request for a private special event on public property and providing support services on the day of hte event.

CURRENT FEE STRUCTURE

Processing fee - $60

Event Staffing - Actual costs based on fee waiver category

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$860.00**	**TOTAL REVENUE:**	**$17,200**
UNIT COST:	**$2,948.80**	**TOTAL COST:**	**$58,976**
UNIT PROFIT (SUBSIDY):	**$(2,088.80)**	**TOTAL PROFIT (SUBSIDY):**	**$(41,776)**
TOTAL UNITS:	**20**	**PCT. COST RECOVERY:**	**29.16%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Processing fee - $490 for 100% Direct Cost Recovery

Event Staffing - Actual costs based on fee waiver category

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
PRIVATE SPEC. EVENT PERMIT/SERVICES	**REC-011**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**20**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
STREET SVCS	STREET MAINT SUPV		1.00	$153.70	20	$3,074
PARKS MAINT	PARK MAINT SUPT		0.50	$90.84	20	$1,817
TRAFFIC SAFETY	POLICE LIEUTENANT		0.50	$168.86	20	$3,377
FIRE PREVENTION	FIRE PREV SPEC		0.50	$88.16	20	$1,763
		TYPE SUBTOTAL	**2.50**	**$501.56**		**$10,031**
STREET MAINT	STREET MAINT WORKER 1	254 Hr/Yr	12.70	$1,064.43	20	$21,289
STREET MAINT	STREET MAINT WORKER 2	222 Hr/Yr	11.10	$1,093.91	20	$21,878
PARKS MAINT	PARK MAINT SUPV	8 Hr/Yr	0.40	$60.92	20	$1,218
PARKS MAINT	PARK MAINT WORKER	31 Hr/Yr	1.54	$136.83	20	$2,737
PARKS MAINT	TREE MAINT WORKER	20 Hr/Yr	1.00	$91.17	20	$1,823
		TYPE SUBTOTAL	**26.75**	**$2,447.26**		**$48,945**
		TOTALS	**29.25**	**$2,948.80**		**$58,976**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
FARMERS MARKET	**REC-012**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
RECREATION	N/A	Resident/Non-Resident

DESCRIPTION OF SERVICE

Providing the weekly Farmers Market to the community.

CURRENT FEE STRUCTURE

various vendor fees

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$36,000.00**	**TOTAL REVENUE:**	**$36,000**
UNIT COST:	**$67,441.00**	**TOTAL COST:**	**$67,441**
UNIT PROFIT (SUBSIDY):	**$(31,441.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(31,441)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**53.38%**

SUGGESTED FEE FOR COST RECOVERY OF: 85%

No Change

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
FARMERS MARKET	**REC-012**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PARKS MAINT	PARK MAINT WORKER	48 Hr/Yr	48.00	$4,256.64	1	$4,257
PARKS MAINT	TEMP EMPLOYEES	51 Hr/Yr	74.80	$2,134.79	1	$2,135
FARMERS MARKET	TEMP EMPLOYEES	$25,918	1,800.00	$54,450.00	1	$54,450
FARMERS MARKET		Prog Exp	0.00	$6,600.00	1	$6,600
		TYPE SUBTOTAL	**1,922.80**	**$67,441.43**		**$67,441**
		TOTALS	**1,922.80**	**$67,441.00**		**$67,441**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
CITY SPECIAL EVENTS	**REC-013**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
RECREATION	N/A	Resident-Non-Resident

DESCRIPTION OF SERVICE

Providing City-sponsored special events to the community.

CURRENT FEE STRUCTURE

Various vendor and entrance fees

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$5,000.00**	**TOTAL REVENUE:**	**$5,000**
UNIT COST:	**$866,643.00**	**TOTAL COST:**	**$866,643**
UNIT PROFIT (SUBSIDY):	**$(861,643.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(861,643)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**0.58%**

SUGGESTED FEE FOR COST RECOVERY OF: 15%

No Change

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
CITY SPECIAL EVENTS	**REC-013**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
STREET MAINT	STREET MAINT WORKER 1	261 Hr/Yr	261.00	$21,871.80	1	$21,872
STREET MAINT	STREET MAINT WORKER 2	105 Hr/Yr	105.00	$10,347.75	1	$10,348
STREET MAINT	STREET MAINT SUPV	72 Hr/Yr	72.00	$12,787.20	1	$12,787
PARKS MAINT	PARK MAINT SUPV	20 Hr/Yr	20.00	$3,042.20	1	$3,042
PARKS MAINT	PARK MAINT WORKER	78 Hr/Yr	78.00	$6,917.04	1	$6,917
PARKS MAINT	TEMP EMPLOYEES	10 Hr/Yr	14.67	$418.68	1	$419
PARKS MAINT	TREE MAINT WORKER	23 Hr/Yr	23.00	$2,094.84	1	$2,095
PW TRAFFIC SAFETY	STREET MAINT LEADWORKER	72 Hr/Yr	72.00	$8,174.88	1	$8,175
PW TRAFFIC SAFETY	STREET MAINT WORKER 2	72 Hr/Yr	72.00	$6,565.68	1	$6,566
CULTURAL ARTS	RECREATION COORD.	13%	216.84	$24,179.83	1	$24,180
CULTURAL ARTS	RECREATION SUPV.	13%	216.84	$27,382.56	1	$27,383
REC-SPORTS	RECREATION SUPV.	7%	116.76	$16,593.93	1	$16,594
JOSLYN SR CENTER	RECREATION SUPV.	43%	717.24	$104,200.63	1	$104,201
SPECIAL EVENTS	TEMP EMPLOYEES	$16,200	1,000.00	$41,160.00	1	$41,160
SPECIAL EVENTS		Prog Exp	0.00	$67,700.00	1	$67,700
SPECIAL EVENTS		CAP Liability Charge	0.00	$6,355.77	1	$6,356
NON-DEPT CULTURAL D		Prog Exp	0.00	$506,850.00	1	$506,850
		TYPE SUBTOTAL	**2,985.35**	**$866,642.79**		**$866,643**
		TOTALS	**2,985.35**	**$866,643.00**		**$866,643**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
RECREATION FACILITY RENTAL	**REC-014**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
RECREATION	N/A	Resident/Non-Resident

DESCRIPTION OF SERVICE

Maintnenace and scheduling of the various recreation facilities for private rentals.

CURRENT FEE STRUCTURE

Various fees

Security Deposit - $203
Additional Staffing - $25.50 per hour per staff when necessary
Picnic Area Reservation Cancellation - $51 if cancelled 7 days or less before scheduled event.

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$200,000.00**	**TOTAL REVENUE:**	**$200,000**
UNIT COST:	**$195,521.00**	**TOTAL COST:**	**$195,521**
UNIT PROFIT (SUBSIDY):	**$4,479.00**	**TOTAL PROFIT (SUBSIDY):**	**$4,479**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**102.29%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

No Change

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
RECREATION FACILITY RENTAL	**REC-014**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
REC OPERATIONS		Facility Cost	0.00	$138,593.89	1	$138,594
CULTURAL ARTS	RECREATION COORD.	5% - Reserv.	83.40	$9,299.93	1	$9,300
CULTURAL ARTS	RECREATION SUPV.	5% - Reserv.	83.40	$10,531.75	1	$10,532
CULTURAL ARTS	TEMP EMPLOYEES	$619 - Reserv.	40.92	$1,273.84	1	$1,274
REC-SPORTS	RECREATION SUPV.	10% - Reserv.	166.80	$23,705.62	1	$23,706
JOSLYN SR CENTER	RECREATION SUPV.	5% - Reserv.	83.40	$12,116.35	1	$12,116
		TYPE SUBTOTAL	**457.92**	**$195,521.38**		**$195,521**
		TOTALS	**457.92**	**$195,521.00**		**$195,521**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
BALLFIELD RENTAL	**REC-015**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
RECREATION	N/A	Resident/Non-Resident

DESCRIPTION OF SERVICE

Maintenance and scheduling of the ballfields in the City for private rentals.

CURRENT FEE STRUCTURE

Various fees - See Appendix C for detail

Youth Sports Groups (per participant):
Resident - $10 Non-Resident - $30

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$246,223.00**	**TOTAL COST:**	**$246,223**
UNIT PROFIT (SUBSIDY):	**$(246,223.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(246,223)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

No Change

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
BALLFIELD RENTAL	**REC-015**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
REC OPERATIONS		Ballfield Maint/Repl	0.00	$243,949.32	1	$243,949
REC-SPORTS	RECREATION SUPV.	2 Hrs Per League	16.00	$2,273.92	1	$2,274
		TYPE SUBTOTAL	**16.00**	**$246,223.24**		**$246,223**
		TOTALS	**16.00**	**$246,223.00**		**$246,223**

CITY OF EL SEGUNDO
REVENUE AND COST SUMMARY WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
GOLF COURSE	**REC-016**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
RECREATION	N/A	Resident/Non-Resident

DESCRIPTION OF SERVICE

Providing a public golf course to the community.

CURRENT FEE STRUCTURE

Various fees

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$216,000.00**	**TOTAL REVENUE:**	**$216,000**
UNIT COST:	**$92,979.00**	**TOTAL COST:**	**$92,979**
UNIT PROFIT (SUBSIDY):	**$123,021.00**	**TOTAL PROFIT (SUBSIDY):**	**$123,021**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**232.31%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

May 24, 2022

CITY OF EL SEGUNDO
COST DETAIL WORKSHEET
FY 2021-22

SERVICE	REFERENCE NO.
GOLF COURSE	**REC-016**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
GOLF COURSE ADMIN		Prog Exp	0.00	$10,000.00	1	$10,000
GOLF COURSE ADMIN		CAP Charges	0.00	$82,978.52	1	$82,979
		TYPE SUBTOTAL	**0.00**	**$92,978.52**		**$92,979**
		TOTALS	**0.00**	**$92,979.00**		**$92,979**

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APPENDIX C

DETAIL OF
BUILDING & SAFETY FEES

CITY OF EL SEGUNDO
BUILDING & SAFETY FEE SCHEDULE
BUILDING PERMIT FEES

SERVICE	CURRENT FEE	NEW PROPOSED FEE
Building Permit Issuance	N/A	N/A
SINGLE FAMILY RESIDENTIAL BUILDING PERMITS		
Building Permit Under $500 Valuation	$92	$184
Building Permit $501-$2,000 Valuation	$92 + $4.49 for each $100 over $500	$184 + $3.27 for each $100 over $500
Building Permit $2,001-$25,000 Valuation	$92 + $11.94 for each $1,000 over $2,000	$233 + $23.65 for each $1,000 over $2,000
Building Permit $25,001-$50,000 Valuation	$367 + $9.20 for each $1,000 over $25,000	$777 + $18.16 for each $1,000 over $25,000
Building Permit $50,001-$100,000 Valuation	$597 + $10.08 for each $1,000 over $50,000	$1,231 + $20 for each $1,000 over $50,000
Building Permit $100,001-$500,000 Valuation	$1,101 + $4.13 for each $1,000 over $100,000	$2,231 + $8.17 for each $1,000 over $100,000
Building Permit $500,001-$1,000,000 Valuation	$2,752 + $5.14 for each $1,000 over $500,000	$5,499 + $10.16 for each $1,000 over $500,000
Building Permit Over $1,000,000 Valuation	$5,321 + $2.57 for each $1,000 over $1,000,000	$10,579 + $5.08 for each $1,000 over $1,000,000
SINGLE FAMILY RESIDENTIAL BUILDING PLAN CHECK		
Building Plan Check Under $500 Valuation	$92	$92
Building Plan Check $501-$2,000 Valuation	$92 + $2.83 for each $100 over $500	$92 + $3.67 for each $100 over $500
Building Plan Check $2,001-$25,000 Valuation	$92 + $4.92 for each $1,000 over $2,000	$147 + $10.61 for each $1,000 over $2,000
Building Plan Check $25,001-$50,000 Valuation	$180 + $7.22 for each $1,000 over $25,000	$391 + $15.64 for each $1,000 over $25,000
Building Plan Check $50,001-$100,000 Valuation	$361 + $7.22 for each $1,000 over $50,000	$782 + $3.92 for each $1,000 over $50,000
Building Plan Check $100,001-$500,000 Valuation	$722 + $2.26 for each $1,000 over $100,000	$978 + $4.89 for each $1,000 over $100,000
Building Plan Check $500,001-$1,000,000 Valuation	$1,626 + $3.07 for each $1,000 over $500,000	$2,934 + $5.86 for each $1,000 over $500,000
Building Plan Check Over $1,000,000 Valuation	$3,159 + $1.53 for each $1,000 over $1,000,000	$5,864 + $2.93 for each $1,000 over $1,000,000
SINGLE FAMILY RESIDENTIAL COMBO PERMITS:		
Electrical Permit	10% of the Building Permit Fee	10% of the Building Permit Fee
Plumbing Permit	10% of the Building Permit Fee	10% of the Building Permit Fee
Mechanical Permit	10% of the Building Permit Fee	10% of the Building Permit Fee

SERVICE	CURRENT FEE	NEW PROPOSED FEE
NON-SINGLE FAMILY RESIDENTIAL BUILDING PERMITS		
Building Permit Under $500 Valuation	$92	$184
Building Permit $501-$2,000 Valuation	$92 + $5.94 for each $100 over $500	$184 + $6.27 for each $100 over $500
Building Permit $2,001-$25,000 Valuation	$114 + $12.98 for each $1,000 over $2,000	$278 + $25.65 for each $1,000 over $2,000
Building Permit $25,001-$50,000 Valuation	$413 + $11.03 for each $1,000 over $25,000	$868 + $21.80 for each $1,000 over $25,000
Building Permit $50,001-$100,000 Valuation	$688 + $11.94 for each $1,000 over $50,000	$1,413 + $23.60 for each $1,000 over $50,000
Building Permit $100,001-$500,000 Valuation	$1,285 + $4.58 for each $1,000 over $100,000	$2,593 + $9.08 for each $1,000 over $100,000
Building Permit $500,001-$1,000,000 Valuation	$3,119 + $5.31 for each $1,000 over $500,000	$6,225 + $10.53 for each $1,000 over $500,000
Building Permit Over $1,000,000 Valuation	$5,779 + $2.67 for each $1,000 over $1,000,000	$11,490 + $2.86 for each $1,000 over $1,000,000
NON-SINGLE FAMILY RESIDENTIAL BUILDING PLAN CHECK		
Building Plan Check Under $500 Valuation	$92	$92
Building Plan Check $501-$2,000 Valuation	$92 + $4.35 for each $100 over $500	$92 + $6.93 for each $100 over $500
Building Plan Check $2,001-$25,000 Valuation	$90 + $11.76 for each $1,000 over $2,000	$196 + $17.00 for each $1,000 over $2,000
Building Plan Check $25,001-$50,000 Valuation	$361 + $10.82 for each $1,000 over $25,000	$587 + $7.80 for each $1,000 over $25,000
Building Plan Check $50,001-$100,000 Valuation	$632 + $9.03 for each $1,000 over $50,000	$782 + $3.92 for each $1,000 over $50,000
Building Plan Check $100,001-$500,000 Valuation	$1,083 + $4.51 for each $1,000 over $100,000	$978 + $5.38 for each $1,000 over $100,000
Building Plan Check $500,001-$1,000,000 Valuation	$2,888 + $5.19 for each $1,000 over $500,000	$3,130 + $1.56 for each $1,000 over $500,000
Building Plan Check Over $1,000,000 Valuation	$4,965 + $2.60 for each $1,000 over $1,000,000	$3,910 + $1.00 for each $1,000 over $1,000,000
NON-SINGLE FAMILY RESIDENTIAL COMBO PERMITS:		
Electrical Permit	40% of the Building Permit Fee	40% of the Building Permit Fee
Plumbing Permit	10% of the Building Permit Fee	10% of the Building Permit Fee
Mechanical Permit	20% of the Building Permit Fee	20% of the Building Permit Fee
OTHER DEPARTMENTAL REVIEW	15% of the Building Permit Fee	15% of the Building Permit Fee

SERVICE	CURRENT FEE	NEW PROPOSED FEE
MISCELLANEOUS:		
Demolition Permit	$285	$377
Duplicate Inspection Card	$80	REMOVE THIS FEE
Duplicate Certificate of Occupancy	$22	$26
Temporary Certificate of Occupancy	$576 + $10,000 deposit refunded at time of Final C of O	$694 + $10,000 deposit refunded at time of Final C of O
Other Inspections not specified	$153	$182
Overtime Inspection (4 hour minimum)	OT Hourly Rate	OT Hourly Rate
Additional Plan Review	Hourly Rate	Hourly Rate
Expedited Plan Review in addition to regular Plan Review Fee	OT Hourly Rate	OT Hourly Rate
Pre-Inspection Site Visit	$166	$227
Overtime Hourly Rate is 120% of the Regular Hourly Rate		
GRADING PERMITS		
Grading Permit under $2,000 Valuation	$52	$75
Grading Permit $2,001-$10,000 Valuation	$52 + $19.43 for each $1,000 over $2,000	$75 + $31 for each $1,000 over $2,000
Grading Permit $10,001-$50,000 Valuation	$207 + $8.29 for each $1,000 over $10,000	$323 + $9.08 for each $1,000 over $10,000
Grading Permit $50,001-$100,000 Valuation	$539 + $4.64 for each $1,000 over $50,000	$686 + $5.46 for each $1,000 over $50,000
Grading Permit $100,001-$500,000 Valuation	$771 + $0.87 for each $1,000 over $100,000	$959 + $1.36 for each $1,000 over $100,000
Grading Permit Over $500,000 Valuation	$1,118 + $0.87 for each $1,000 over $500,000	$1,503 + $1.36 for each $1,000 over $500,000
GRADING PLAN CHECK		
Grading Plan Check under $2,000 Valuation	$103	$100
Grading Plan Check $2,001-$10,000 Valuation	$103 + $44.05 for each $1,000 over $2,000	$100 + $36.38 for each $1,000 over $2,000
Grading Plan Check $10,001-$50,000 Valuation	$456 + $11.40 for each $1,000 over $10,000	$391 + $4.90 for each $1,000 over $10,000
Grading Plan Check $50,001-$100,000 Valuation	$912 + $9.12 for each $1,000 over $50,000	$587 + $3.90 for each $1,000 over $50,000
Grading Plan Check $100,001-$500,000 Valuation	$1,367 + $1.90 for each $1,000 over $100,000	$782 + $3.90 for each $1,000 over $100,000
Grading Plan Check Over $500,000 Valuation	$2,125 + $1.90 for each $1,000 over $500,000	$2,342 + $3.90 for each $1,000 over $500,000
EXPEDITED PLAN CHECK SURCHARGE	50% of Plan Check Fees	50% of Plan Check Fees

SERVICE	CURRENT FEE	NEW PROPOSED FEE
PERMIT CENTER SURCHARGE	4% of Plan Check Fees	4% of Plan Check Fees
PLAN RETENTION SURCHARGE	1% of Permit Fees	1% of Permit Fees

CITY OF EL SEGUNDO SCHEDULE B-2
BUILDING & SAFETY FEE SCHEDULE
MECHANICAL, ELECTRICAL, AND PLUMBING PERMIT FEES

	CURRENT	PROPOSED
ELECTRICAL PERMITS		
Permit Issuance	$43	$51
Residential Appliances, up to 5 hp	$71	$136
Non-Residential Appliances, up to 5 hp	$71	$136
Electrical Sign	$108	$151
Motors/Transformers (Ratings in HP, KW, KVA, or KVAR)		
up to 100	$95	$136
100 +	$166	$227
Temporary Power Pole	$83	$121
Services, Switchboards, Control Centers, & Panels		
up to 600 volts		
up to 400 amps		
SFR	$95	$136
Non-SFR	$95	$136
over 400 amps	$134	$182
greater than 600 volts	$172	$227
Switchboards		
First Section Standing Panel	N/A	N/A
Additional Sections	N/A	N/A
Fire Warning Communication Control Panel	N/A	N/A
Fire Warning Communication Control Panel - over 600 volts	N/A	N/A
Fire Warning Communication Control Panel - add'l sections	N/A	N/A
Recept, Switch, Lighting Outlet, and Lighting Fixture, per fixture		
SFR:		
First 10 items	$13	$17
Each item over 10	$3.00	$3.00
Non-SFR:		
First 10 items	$13	$17
Each item over 10	$3.00	$3.00
Pole or Platform Mounted Fixtures, per fixture		
SFR	$45	$76
Non-SFR	$45	$76
Swimming Pool	$191	$227
Meter Reset	$71	$106
Electrical Duct Bank (per 100 lin ft)	$57	$92
Branch Circuits (Temporary or Future)	$57	$92
Miscellaneous Conduits and Conductors (per 100 linear feet)	$57	$91
Inspections not specified	$176	$182
Reinspections	Hourly Rate	Hourly Rate
After Hours Inspection (4 hour minimum)	OT Hourly Rate	OT Hourly Rate

Plan Check - 100% of Permit Fee
Overtime Hourly Rate is 120% of the Regular Hourly Rate

CITY OF EL SEGUNDO SCHEDULE B-2
BUILDING & SAFETY FEE SCHEDULE
MECHANICAL, ELECTRICAL, AND PLUMBING PERMIT FEES

	CURRENT	PROPOSED
PLUMBING PERMITS		
Permit Issuance	$43	$51
Plumbing Fixtures and Vents		
SFR	$16	$20
Non-SFR	$16	$27
Repair or Alteration of Drainage or Vent Piping		
SFR	$45	$76
Non-SFR	$57	$91
Grease Interceptor	$134	$182
Piping (per dwelling unit)	$57	$91
Repipe		
Single Family Residential (per dwelling unit)	$57	$91
Multi Family Residential (per dwelling unit)	$86	$137
Lawn Sprinklers, Vacuum Breakers, and Backflow Protection Dev.		
Each Lawn Sprinkler System per Valve	$32	$38
Each Vacuum Breaker or Backflow Protection Device	$32	$38
Backflow Protection Device greater than 6"	$248	$318
Gas System, per system		
SFR		
Less than 2"	$95	$136
2" or more	$95	$136
For Each Outlet over 5	$19	$18
Non-SFR		
Less than 2"	$95	$136
2" or more	$95	$136
For Each Outlet over 5	$19	$18
Water Heater		
SFR	$71	$106
Non-SFR	$71	$106
Solar Water Heating system (Combo)		
SFR	$208	$283
Non-SFR	$208	$283
Piping to a Condesate Pump, piping repair, sump pump	$45	$76
Earthquake Valve	$95	$136
Sewer		
0-25 linear feet	$57	$91
each additional 100 linear feet	$39	$45
Swimming Pool	$191	$227
In-Ground Spa	$95	$136
Pool/Spa Heater	$71	$106
Miscellaneous	$95	$211
Inspections not specified	$176	$182
Reinspections	Hourly Rate	Hourly Rate
After Hours Inspection (4 hour minimum)	OT Hourly Rate	OT Hourly Rate

CITY OF EL SEGUNDO SCHEDULE B-2
BUILDING & SAFETY FEE SCHEDULE
MECHANICAL, ELECTRICAL, AND PLUMBING PERMIT FEES

	CURRENT	PROPOSED
Plan Check - 100% of Permit Fee		
Overtime Hourly Rate is 120% of the Regular Hourly Rate		

CITY OF EL SEGUNDO SCHEDULE B-2
BUILDING & SAFETY FEE SCHEDULE
MECHANICAL, ELECTRICAL, AND PLUMBING PERMIT FEES

	CURRENT	PROPOSED
MECHANICAL PERMITS		
Permit Issuance	$43	$51
Forced-Air or Gravity-Type Furnace or Burner		
SFR	$96	$136
Non-SFR	$96	$136
Floor Furnace - Installation or Relocation	$95	$136
Suspended/Recessed Wall/Floor Mounted Heater - Install/Reloc	$95	$136
Fireplace		
SFR	$95	$136
Non-SFR	$95	$136
Appliance Vents per each Inlet/Outlet		
SFR	$32	$38
Non-SFR	$32	$38
Air Handling Units	$57	$91
Air Inlet/Air Outlet - First 10 vents	$95	$136
Air Inlet/Air Outlet - Each additional vent	$4.00	$3.00
Variable Air Volume Box	$39	$68
Single Register Ventilation Fan	$39	$68
Independent Venting System	$95	$136
Hood served by Mechanical Exhaust	$95	$136
Boilers, Compressors, and Absorption Systems		
0-15 HP or 0-500,000 Btu/h	$95	$136
15-30 HP or 500,001-1,000,000 Btu/h	$159	$212
31-50 HP or 1,000,001-1,750,000 Btu/h	$198	$257
50+ HP or 1,750,001+ Btu/h	$248	$318
Smoke/Fire Damper	$57	$91
Smoke Control Damper	$57	$91
Thermostat	$57	$91
Incinerator/Kiln	$95	$136
Alteration to Duct Work not otherwise noted	$10	$12
Miscellaneous	$95	$211
Inspections not specified	$176	$182
Reinspections	Hourly Rate	Hourly Rate
After Hours Inspection (4 hour minimum)	OT Hourly Rate	OT Hourly Rate

Plan Check - 100% of Permit Fee
Overtime Hourly Rate is 120% of the Regular Hourly Rate

CITY OF EL SEGUNDO SCHEDULE B-2
BUILDING & SAFETY FEE SCHEDULE
MECHANICAL, ELECTRICAL, AND PLUMBING PERMIT FEES

	CURRENT	PROPOSED
COMBO PERMITS		
Electric Vehicle Charging System		
Residential	$250	$298
Commercial	$679	$833
Solar Charging System:		
Residential	$554	$582
Commercial	$871	$1,022
Swimming Pool		
Residential	$1,034	$1,267
Commercial	$1,303	$1,592
Generator	$612	$709
Sign	$269	$328

APPENDIX D

DETAIL OF
RECREATION SERVICES

CITY OF EL SEGUNDO
DETAIL OF RECREATION SERVICES
FISCAL YEAR 2021-2022

REF #	SERVICE	DIRECT COSTS PROGRAM COST	DIRECT COSTS FULL TIME COST	DIRECT COSTS TOTAL	FACILITY/ FIELD COST	INDIRECT COSTS	TOTAL COSTS	REVENUES	DIRECT COST RECOVERY	DIRECT/ FACIL/FIELD COST RECOVERY	TOTAL COST RECOVERY
REC-001	Adult Sports	$45,654	$16,031	$61,685	$17,582	$39,854	$119,121	$79,895	129.5%	100.8%	67.1%
REC-003	Day Camps	$163,472	$39,414	$202,886	$5,721	$126,818	$335,425	$255,297	125.8%	122.4%	76.1%
REC-004	Teen Center/Afterschool	$130,283	$66,566	$196,849	$119,983	$106,550	$423,382	$1,808	0.9%	0.6%	0.4%
REC-005	Recreation Classes	$120,670	$83,623	$204,293	$258,773	$74,982	$538,048	$104,993	51.4%	22.7%	19.5%
REC-006	Hilltop Pool	$78,268	$31,235	$109,503	$134,212	$109,538	$353,253	$20,740	18.9%	8.5%	5.9%
REC-006	Wiseburn Pool	$968,318	$253,781	$1,222,099	$130,672	$823,714	$2,176,485	$1,142,770	93.5%	84.5%	52.5%
REC-007	Recreation Card Registration	$16,285	$1,399	$17,684	$0	$11,615	$29,299	$66,000	373.2%	373.2%	225.3%
REC-008	Youth Drama	$41,900	$21,628	$63,528	$83,942	$11,703	$159,173	$16,000	25.2%	10.8%	10.1%
REC-009	Senior Services	$212,325	$66,785	$279,110	$96,089	$113,945	$489,144	$16,540	5.9%	4.4%	3.4%
	SUBTOTAL - PROGRAMS	$1,777,176	$580,461	$2,357,637	$846,974	$1,418,719	$4,623,330	$1,704,043	72.3%	53.2%	36.9%
REC-010	Block Party Permit	$0	$0	$0	$0	$4,294	$4,294	$250	N/A	N/A	5.8%
REC-011	Private Special Event Permit/Services	$0	$0	$0	$0	$58,976	$58,976	$17,200	N/A	N/A	29.2%
REC-012	Farmers Market	$34,683	$3,794	$38,477	$0	$28,964	$67,441	$36,000	93.6%	93.6%	53.4%
REC-013	City Special Events	$592,103	$115,409	$707,512	$0	$159,131	$866,643	$5,000	0.7%	0.7%	0.6%
	SUBTOTAL - SPECIAL EVENTS	$626,786	$119,203	$745,989	$0	$251,365	$997,354	$58,450	7.8%	7.8%	5.9%
REC-014	Recreation Facility Rental	$671	$37,223	$37,894	$138,594	$19,033	$195,521	$200,000	527.8%	113.3%	102.3%
REC-015	Ballfield Rental	$0	$1,494	$1,494	$243,949	$780	$246,223	$0	N/A	0.0%	0.0%
	SUBTOTAL - RENTALS	$671	$38,717	$39,388	$382,543	$19,813	$441,744	$200,000	507.8%	47.4%	45.3%
TAX-30	Prop A/Prop C Transportation	$497,081	$9,834	$506,915	$0	$232,514	$739,429	$562,500	111.0%	111.0%	76.1%
TAX-32	General Ballfield Usage	$0	$0	$0	$224,458	$0	$224,458	$0	0.0%	0.0%	0.0%
TAX-34	ESUSD Ballfield Usage	$0	$0	$0	$46,914	$0	$46,914	$0	0.0%	0.0%	0.0%
	SUBTOTAL - TAX SERVICES	$497,081	$9,834	$506,915	$271,372	$232,514	$1,010,801	$562,500	111.0%	72.3%	55.6%
	GRAND TOTAL	$2,901,713	$748,216	$3,649,929	$1,500,889	$1,922,411	$7,073,229	$2,524,993	69.2%	49.0%	35.7%

PROGRAM COSTS ARE PART TIME COSTS (INCLUDING BENEFITS) AND DIRECT OPERATING EXPENSES

FULL TIME COSTS ARE SALARIES, BENEFITS, AND OTHER OPERATING EXPENSES

INDIRECT COSTS INCLUDES CITY AND DEPT O/H, ISF CHARGES, AND OTHER DEPARTMENTS

Proposed Master Fee Schedule 2022-2023 (Aquatics Center)				
Activity/Drop Ins	**Rate Type**	**Current**	**22-23 Proposed**	**Commentary/Local Facility Comparisons**
Wiseburn ID Membership (must reside in WUSD)				
	Adult	$15.00	$20.00	
	Senior	$5.00	$10.00	This stays consistent with the El Segundo Recreation ID card fees.
	Youth	$10.00	$15.00	
	Infant	$5.00	$10.00	
Recreation Swim/Lap Swim (Aquatics Center)				Santa Monica (Seniors $2/$4, Adults $4/$8, Youth $1.75/$3.50)
	Adult-Resident	$4.00	$4.00	Culver City (Senior $3, Adult $4, Youth $3)
	Adult- Non-Resident	$6.00	$6.00	Manhattan Beach (All $5/$7)
	Military-Resident	$2.00	$2.00	Hawthorne (Senior $2, Adult $4, Youth $2)
	Military-Non-Resident	$4.00	$4.00	
	Senior- Resident	$2.00	$2.00	
	Senior-Non-Resident	$4.00	$4.00	
	Youth-Resident	$2.00	$2.00	
	Youth-Non-Resident	$4.00	$4.00	
Special Event Registration				
	Resident	$5.00	$8.00	This is for our Underwater Eggstravaganza and Pumkin Pool-ooza as they are gaining popularity and supplies are getting more and more expensive.
	Non-Resident	$6.00	$10.00	
Group Swim Lessons (All Facilities)				Rates continue to be $6 for residents per class and $7.50 for non-residents per class. These classes last 25 minutes and range from 1 instructor to 5 students or 2 instructors to 15 participants for parent and child classes. The prices for local facilities swim classes per class per 25-30 minute lesson are as follows: Santa Monica $6.60/$13.13, Culver City $5.16/$7.00, Manhattan Beach $7.00/$7.71, and Hawthorne $2.75. If we need to raise prices, I would advise we go to $6.50 per resident per class and $8.13 for non-residents per class.
	Resident	$48.00	$52.00	
	Non-Resident	$60.00	$65.00	
Private Swim Lessons				This was not previously included on the master fee schedule. A 1 on 1 private swim lesson for all ages goes for $20 per 25 minute lesson for residents and $25 per 25 minute lesson for non-residents. The prices for local facilities private swim classes per individual 20-30 minute session are as follows: Santa Monica $27.50, Culver City $54/$7.50, and Manhattan Beach $19.25/$21.12.
	Resident	$80.00	$100.00	
	Non-Resident	$100.00	$125.00	
Semi- Private Swim Lessons				
	Resident	No Fee	$70.00	This is a proposal for a new format which allows for 2 on 1 lessons with individuals or families of similar abilities.
	Non-Resident	No Fee	$87.50	
Lifeguard Classes and Certifications				
	Per Participant	$200.00	$200.00	The American Red Cross Increased the cost of lifeguard certification fees from $38-$40 for the 2021 year. Other cities in Los Angeles that offer these classes charge them at the following prices: Santa Monica $221/$259, Burbank $175/$185, and Torrance $234. I would like to propose that a recertification for internal staff be free. If we want to guarantee their employement we could charge them and say that you receive the $40 back once you have worked 100 hours or more. Tied to the new lifeguard program which will be evaluated in 6 months.
	Staff Re-Certification	$40.00	No Fee	
GIT				
	Resident	$51.00	$52.00	This is changing the fee to utilize the 20% resident discount. The price has to be over $50 as the red cross cert fee is $27.
	Non-Resident	$66.00	$65.00	

Contract classes such as Water Aerobics and Swim with Me Adaptive are prices set by the instructor and a 70/30 fee split.
Camps are found on the Camps Sheet.

Proposed Master Fee Schedule 2022-2023 (Hilltop)				
Activity/Drop Ins	**Rate Type**	**Current**	**22-23 Proposed**	**Commentary/Local Facility Comparisons**
Rec Swim (Hilltop)				
	Resident-Adult	No Fee	No Fee	The $5.50 for Non-Resident drop-ins made it difficult for change. Instead of having the fees $5.50 for all non-residents, I would like to keep the rates consistent with that of the Aquatics Center. I would also like to implement a fee for the resident camps that utilize the facilities. Currently, camps such as TLC, St. Anthony's and Hilltop Park utilize the facilities at least once a week throughout the summer for free if the participants are residents. I would like to propose a fee of $2 per camp participant as they are taking space and capacity from public famililies. Almost all the surrounding cities do not allow outside camps to use their facilities. Culver City does, but they just charge the drop in rates for everyone. I also proposed a season pass for the non-resident regulars. We came up with the rate by multiplying the current fee by 25% of days that we are open.
	Resident- Senior/ Youth	No Fee	No Fee	
	Non-Card Holder- Adult	$5.50	$6.00	
	Non-Card Holder- Senior/Youth	$5.50	$4.00	
	Camp Participant	No Fee	$2.00	
	Non-Resident Season Pass	Does not Exist	$110.00	
Group Swim Lessons (All Facilities)				Rates continue to be $6 for residents per class and $7.50 for non-residents per class. These classes last 25 minutes and range from 1 instructor to 5 students or 2 instructors to 15 participants for parent and child classes. The prices for local facilities swim classes per class per 25-30 minute lesson are as follows: Santa Monica $6.60/$13.13, Culver City $5.16/$7.00, Manhattan Beach $7.00/$7.71, and Hawthorne $2.75. If we need to raise prices, I would advise we go to $6.50 per resident per class and $8.13 for non-residents per class.
	Resident	$48.00	$52.00	
	Non-Resident	$60.00	$65.00	
Private Swim Lessons				This was not previously included on the master fee schedule. A 1 on 1 private swim lesson for all ages goes for $20 per 25 minute lesson for residents and $25 per 25 minute lesson for non-residents. The prices for local facilities private swim classes per individual 20-30 minute session are as follows: Santa Monica $27.50, Culver City $54/$7.50, and Manhattan Beach $19.25/$21.12.
	Resident	$80.00	$100.00	
	Non-Resident	$100.00	$125.00	
Facility Rentals during Rec Swim				This is a new program we are testing this summer, to allow parties to utilize the pool during Recreation Swim Thursday-Sunday. I am proposing raising the resident fee $40 to fall inline with the proposed aquatics staffing fees for Hilltop and Plunge rentals.The non-resident fee is much like other facilities with it being 3x the Resident rate.
	Resident per hour	$36.00	$40.00	
	Non-Resident per hour	$108.00	$120.00	
Semi- Private Swim Lessons				
	Resident	No Fee	$70.00	This is a proposal for a new format which allows for 2 on 1 lessons with individuals or families of similar abilities.
	Non-Resident	No Fee	$87.50	

Camps are found on the Camps Sheet.

Proposed Master Fee Schedule 2021-2022 (Camps)				
Activity	**Rate Type**	**21-22 Adopted**	**22-23 Proposed**	**Commentary**
Staff Led Sports and Speciality Day Camps				
	Resident	$51.00	$53.00	Would like to increase these fees in the next fiscal year to catch up with rising staff costs. These proposed fees maintain the 20% rec ID discount for camps. Fees in this category include recreation staff led camps such as cheerleading camp, football camp, archery, etc.
	Non-Resident	$66.00	$68.00	
Camp Cowabunga				
	Resident	$177.00	$200.00	Although this appears to be a rise in price, the proposed is what was charged in 2019/2020. Staff recommends to raise prices to their old rate (unsure why they were lowered). Costs of tickets for field trips have increased since 2021.
	Non-Resident	$213.00	$250.00	
Camp Cowabunga Extended				
	Resident	$203.00	$250.00	This proposed fee will align with the proposed camp cowabunga fees.
	Non-Resident	$243.00	$300.00	
Tiny Tot Camp				
	Resident	$51.00	$53.00	Although this appears to be a rise in price, the proposed is what was charged in 2019/2020. The proposed fees maintain the 20% rec ID discount.
	Non-Resident	$66.00	$68.00	
Teen Camp				
	Resident	NA	$104.00	This camp was not accounted for in 2021/2022 fees. The proposed is what was charged in 2019/2020. Maintains the 20% RecID discount.
	Non-Resident	NA	$130.00	
Spring Break Camp				
	Resident	NA	$150.00	This camp was not accounted for in 2021/2022 fees. Amount charged in 2019/2020 was $100/$125. Staff recommends increasing prices to account for rising prices in tickets for field trips. Maintains the 20% RecID discount.
	Non-Resident	NA	$120.00	
Winter Camp Day Trips				
	Resident	NA	$48.00	This camp was not accounted for in 2021/2022 fees. The proposed is about $3 more than what was charged in 2019/2020. Maintains the 20% RecID discount.
	Non-Resident	NA	$60.00	
Winter Day Camp				
	Resident	NA	$100	Was not included on 2021/2022 fees. Proposed amount mimics spring break camp.
	Non-Resident	NA	$125.00	
Winter Day Camp - Tiny Tot				
	Resident	NA	$53.00	Was not included on 2021/2022 fees. Proposed amount mimics summer tiny tot camp.
	Non-Resident	NA	$68.00	
Fired Up! Day Camp				
	Resident	NA	$25.00	This was a collaboration done with the Fire Dept. The hope was to make it happen annually. In 2022 they did not charge for the program because it was not on the master fees. This is a brand new proposed fee.
	Non-Resident	NA	$32.00	
Contract Day Camps 70/30				
	20% Rec ID Discount from Base Rate			Contract camp pricing varies based on the contract and instructor. Staff recommends coming up with a hourly price point for contract instructors in the future.
Administrative Fee for Camp Refunds		NA	$10.00	Not included in previous fees, but is included in the camp refund policy.
Staff Led Day Camps Aquatics				
	Resident	$52.00	$80.00	This is going back to the price that the camps were offered in 2019.
	Non-Resident	$65.00	$100.00	

Proposed Master Fee Schedule 2021-2022 (Teens/Youth)				
Activity/Drop Ins	**Rate Type**	**21-22 Adopted**	**22-23 Proposed**	**Commentary**
Teen Center Snowboard Trip				
	Resident	$66.00	$80.00	This is a significant increase from 2019/2020 (the last time the trip was offered) and maintains the 20% Rec ID discount. Still not quite up to speed with other Cities' pricing on teen snowboar trips so an additional increase next fiscal year will probably be needed. Note that lift ticket prices have increase significantly over the past 2 years. Addition of bus ride only fee (for those who do not need a lift ticket). Bus only has always been offered, but not included in fee charts in 21-22.
	Non-Resident	$81.00	$100.00	
	Bus Only	NA	$30.00	
SPARK				
	Resident	$152.00	-	Program cut from Community Services Department. Omit from master fees.
	Non-Resident	$254.00	-	
GABIT				
	Resident	Free	$15.00	Spring Break basketball tournament at the teen center. Same fees as 2019-2020.
	Non-Resident	$15.00	$20.00	
Skate Tournament/Contest				
	Resident	$15.50	$5.00	This appears to be a decrease, however, these fees were introduced for the first time in 2020-2021 fiscal year. These fees will be for Teen Center run skateboard contests or tournaments, and will acount for the entry fee of a participant.
	Non-Resident	$15.50	$5.00	
El Segundo Youth Drama Program				
	Production Show - Resident	NA	$250.00	This program has not been included in the master fees in the past. This is what was charged in 2019 which was the last time this program ran. It will be starting up again in June 2022. To meet the goal of 40% cost recovery in this program, this price would need to be raised significantly.
	Production Show - Non Resident	NA	$313.00	
	Variety Show - Resident	NA	$200.00	
	Variety Show - Non Resident	NA	$250.00	
Youth Sports				Full uniform included. Practices 1-4 Grade: Once a week 5-8 Grade: Twice a week, hour long practices.
	Residents	$51.00	$60.00	**Redondo Beach Youth Basketball** (8 game regular season)
	Non-Residents	$66.00	$75.00	$225 (no residiency requirements)
				1-2 Grade: Once a week (duration not specificed)
				3-8 Grade: Twice a week (duration not specificed)

Proposed Master Fee Schedule 2021-2022 (Adult Sports)				
Activity	**Rate Type**	**20-21 Adopted**	**22-23 Proposed**	**Commentary**
Basketball				
	Resident	$203.00	$203.00	**Currently the referee fees are not included in the total price.** **Torrance (10 game regular season)** Team Fee: $715 Referee fees are included **Santa Monica (approximately 10 regular season games + playoffs)** Team Registration $337 At least 60% players must be residents to be considered a priority one (1) team. $382 At least 60% players must be residents and/or people who work in Santa Monica to be considered a priority two (2) team. $420 All other teams are considered priority three (3) teams. Referee Fees: $40 per game Total: $737 (60% residents), $782 (60% residents/people who work in SM), $820 (all other teams) **City of LA (10 game regular season)** New Teams: $425 Returning Team: $265 Officials Fee: $40 per game Totals: $825 (new teams), $665 (returning teams)
	Non-Resident	$243.00	$243.00	
Softball				**Manhattan Beach (8 game regular season)** * Includes potential division vs. division playoff games $485 per team (no residiency requirements) Umpire fees are included **Torrance (6 games, including playoffs)** 4 teams per league Resident Teams: $340 Non-Resident Teams: $360 Sunday Afternoon Residents: $300 **Umpire Fees included** **City of LA (12 league games played over 15 weeks)** $415. per team Umpire Fee: $16 per game ($192 total based on 12 games season) Total $607
	Resident	$355.00	$355.00	
	Non-Resident	$426.00	$426.00	
Kickball				**Manhattan Beach (8 game regular season)** * Includes potential division vs. division playoff games $395 per team (no residiency requirements) umpire fee included
	Resident	$304.00	$304.00	
	Non-Resident	$365.00	$365.00	
Soccer				**Manhattan Beach (8 game regular season)** * Includes potential division vs. division playoff games $395 per team (no residiency requirements) **City of LA (approximately 10 games)** $250 per team Officals Fee: $30 Forfeit Bond: $120 Total $670 **Santa Monica (10 week season)** Team Registration $506 At least 60% players must be residents to be considered a priority one $569.25 At least 60% players must be residents and/or people who work in Santa Monica to be considered a priority two (2) team. $632.50 All other teams are considered priority three (3) teams Referee Fees: $30 per game Total: $906 (60% residents), $869.25 (60% residents/people who work in SM), $932.50 (all other teams)
	Resident	$203.00	$203.00	
	Non-Resident	$345.00	$345.00	
Pickleball				needs to be added to fee schedule
	Resident	$350.00	$350.00	
	Non-Resident	$420.00	$420.00	

Proposed Master Fee Schedule 2021-2022 (Facilities)				
Facility	**Rate Type**	**21-22 Adopted**	**22-23 Proposed**	**Commentary**
Skate Park				
Skate Park		per hour	per hour	
	El Segundo Non-Profit/Individual	NA	$25.00	Skate Park facility reservation fees were not included in FY 2020-2021. Proposed fee is the same as 2019-2020.
	El Segundo For Profit	NA	$50.00	
	Non-Resident Groups	NA	$75.00	
Clubhouse				
Clubhouse Skate Circle		per hour	per hour	
	El Segundo Non-Profit/Individual	$5.00	$10.00	The skate circle has become a desirable piece of space in the park. Currently being rented out to fitness groups, and a potential relocation for contract instructors. Price increase reflects the demand for the space.
	El Segundo For Profit	$10.00	$20.00	
	Non-Resident Groups	$15.00	$30.00	
Clubhouse Outdoor Patio		per hour	per hour	
	El Segundo Non-Profit/Individual	NA	$16.00	Staff recommends adding the outdoor concrete space just North of the Clubhouse and right outside of the tri-room to be reservable with a cost. This area has not been included on master fees in the past but is being utilized by fitness people daily so this would allow us to recover some cost. It has become a desirable area for people to utilize for programs, rentals, teaching classes etc. This area has not had an official name in the past, staff recommends calling it the Clubhouse Outdoor Patio and adding it to a rentable space for trainers, rentals, etc.
	El Segundo For Profit	NA	$32.00	
	Non-Resident Groups	NA	$48.00	
Clubhouse Large Capacity Rooms (Auditorium)		per hour	per hour	
	El Segundo Non-Profit/Individual	$50.00	$50.00	
	El Segundo For Profit	$100.00	$100.00	
	Non-Resident Groups	$150.00	$150.00	
Clubhouse Meeting Rooms (Tri-Room, Drop-In Room, Classroom A, Classroom B, Classroom C)		per hour	per hour	This minor adjustment will allow both the patron and our staff to accurately calculate the appropriate rate. The current rates would require staff to manually calculate the correct fee. Also requires admin access within CivicRec
	El Segundo Non-Profit/Individual	$15.50	$16.00	
	El Segundo For Profit	$30.50	$32.00	
	Non-Resident Groups	$46.00	$48.00	
Clubhouse Kitchen		per hour	per hour	This minor adjustment will allow both the patron and our staff to accurately calculate the appropriate rate. The current rate would require staff to manually calculate the correct fee. Also requires admin access within CivicRec
	El Segundo Non-Profit/Individual	$10.50	$11.00	
	El Segundo For Profit	$20.50	$22.00	
	Non-Resident Groups	$30.50	$33.00	
Additional Staffing Fees for Rentals Outside Normal Hours		Per hour	Per Hour	No changes.
		$25.50	$25.50	
Security Deposit Fee		per reservation	per reservation	No changes.
	Security Deposit	$203.00	$203.00	
Cancellation Fee		per reservation	per reservation	This is the fee for a facility cancellation is made within the 10 day window of a reservation.
	Cancellation Charge	$51.00	$51.00	
Joslyn				

Proposed Master Fee Schedule 2021-2022 (Facilities)				
Facility	**Rate Type**	**21-22 Adopted**	**22-23 Proposed**	**Commentary**
Joslyn Craft room		per hour	per hour	This minor adjustment will allow both the patron and our staff to accurately calculate the appropriate rate. The current rates as of November 2020 would require staff to manually calculate the correct fee. Also requires admin access within CivicRec
	El Segundo Non-Profit/Individual	$15.50	$16.00	
	El Segundo For Profit	$30.50	$32.00	
	Non-Resident Groups	$46.00	$48.00	
Joslyn Kitchen				
	El Segundo Non-Profit/Individual	$10.50	$11.00	This minor adjustment will allow both the patron and our staff to accurately calculate the appropriate rate. The current rates as of November 2020 would require staff to manually calculate the correct fee. Also requires admin access within CivicRec
	El Segundo For Profit	$20.50	$22.00	
	Non-Resident Groups	$30.50	$33.00	
Joslyn Library				This minor adjustment will allow both the patron and our staff to accurately calculate the appropriate rate. The current rates as of November 2020 would require staff to manually calculate the correct fee. Also requires admin access within CivicRec
	El Segundo Non-Profit/Individual	$15.50	$16.00	
	El Segundo For Profit	$30.50	$32.00	
	Non-Resident Groups	$46.00	$48.00	
Joslyn Multi- Purpose Room				This minor adjustment will allow both the patron and our staff to accurately calculate the appropriate rate. The current rates as of November 2020 would require staff to manually calculate the correct fee. Also requires admin access within CivicRec
	El Segundo Non-Profit/Individual	$15.50	$16.00	
	El Segundo For Profit	$30.50	$32.00	
	Non-Resident Groups	$46.00	$48.00	
Joslyn Social Hall				
	El Segundo Non-Profit/Individual	$50.00	$50.00	
	El Segundo For Profit	$100.00	$100.00	
	Non-Resident Groups	$150.00	$150.00	
Aquatics				
Hilltop Pool		per hour	per hour	
	El Segundo Non-Profit/Individual	$101.00	$120.00	This raise increases the fees, but allows for Residents to receive a 50% off per hour discount and non-residents to receive a 50% add on per hour. This makes it more user friendly to get the correct fees through our online system. This keeps it in-line with Plunge fees.
	El Segundo For Profit	$203.00	$240.00	
	Non-Resident Groups	$304.00	$360.00	
Inflatable Obstacle Course and Staff Fee (in addition to facility fee)		per hour	per hour	
	El Segundo Non-Profit/Individual	$100.00	$150.00	This is a very popular rental at the Plunge. It takes about 1 additional hour to set up and 1 additional hour to clean up. There is also an extra staff needed to monitor the obstacle course. The fee for 19-20 was also $150 per hour, so this would be going back to that rate.
	El Segundo For Profit	$100.00	$180.00	
	Non-Resident Groups	$100.00	$216.00	
Key Log Roll		per hour	per hour	
	El Segundo Non-Profit/Individual	$50.00	$75.00	The fee for 19-20 was also $75 per hour, so this would be going back to that rate. This rental takes about 25 minutes to set up and needs at least one employee in the water to monitor.
	El Segundo For Profit	$50.00	$90.00	
	Non-Resident Groups	$50.00	$108.00	
Additional Staffing Fees for Aquatics Facilities Rentals (Lifeguard Costs by Group Size)- Plunge and Hilltop				
1 to 19 people (1 senior guard, 1 lifeguard)				
	El Segundo Non-Profit/Individual	$36.00	$40.00	
	El Segundo For Profit	$36.00	$48.00	
	Non-Resident Groups	$36.00	$58.00	

Proposed Master Fee Schedule 2021-2022 (Facilities)				
Facility	**Rate Type**	**21-22 Adopted**	**22-23 Proposed**	**Commentary**
20 to 39 people (1 senior guard, 2 lifeguards)				
	El Segundo Non-Profit/Individual	$51.00	$55.00	Lifeguards currently make an average rate of $16.54 per hour. Senior lifeguards make an average rate of $18.90 per hour. Most surrounding cities that rent out their faciltiies had staff costs worked in to the hourly rate. Renting pool facilities for 2 hours with staff cost this much at nearby cities: Culver City $304/$352, Manhattan Beach $360/$400, Burbank $400, Torrance $360, and Long Beach $270. The city of Santa Monica offers partieis at $180/$228, but that is during a regular recreation swim with a party area.
	El Segundo For Profit	$51.00	$66.00	
	Non-Resident Groups	$51.00	$80.00	
40 to 59 people (1 senior guard, 3 lifeguards)				
	El Segundo Non-Profit/Individual	$66.00	$70.00	
	El Segundo For Profit	$66.00	$84.00	
	Non-Resident Groups	$66.00	$100.00	
60+ people (1 senior guard, 4 lifeguards)				
	El Segundo Non-Profit/Individual	$81.00	$85.00	
	El Segundo For Profit	$81.00	$102.00	
	Non-Resident Groups	$81.00	$123.00	
Security Deposit Fee		per reservation	per reservation	The fee was $200 per reservation prior. We would like to clean it up and make it the equivalent of 2 hours for our big facilities.
	Security Deposit	$203.00	$250.00	
Cancellation Fee		per reservation	per reservation	This is the fee for a facility cancellation is made within the 10 day window of a reservation.
	Cancellation Charge		$50.00	
Wiseburn				
Aquatics Center- Competition Pool				
Short Course-For Profit				
	Short Term < 10 Hrs/Week	$25.50	$25.50	
	Long Term > or = 10 Hrs/Week	$20.50	$20.50	
Long Course-For Profit				
	Short Term < 10 Hrs/Week	$46.00	$46.00	
	Long Term > or = 10 Hrs/Week	$35.50	$35.50	
Short Course-Non- Profit				
	Short Term < 10 Hrs/Week	$20.50	$20.50	
	Long Term > or = 10 Hrs/Week	$15.50	$15.50	
	Non-Prime Time	$10.50	Delete	Proposing to remove this fee as all times are highly sought after at the pool. For night time WP groups, they already receive the alternative use pricing. Based on the Aquatics Fee Study completed in Winter of 2021, the total cost per lane per hour was $16.73.
Long Course-Non- Profit				
	Short Term < 10 Hrs/Week	$41.00	$41.00	
	Long Term > or = 10 Hrs/Week	$30.50	$30.50	
	Non-Prime Time	$20.50	Delete	Proposing to remove this fee as all times are highly sought after at the pool. For night time WP groups, they already receive the alternative use pricing.
Half Pool-Alternative Use For-Profit				
	Short Term < 10 Hrs/Week	$106.00	$106.00	
	Long Term > or = 10 Hrs/Week	$86.00	$86.00	
Full Pool-Alternative Use For-Profit				
	Short Term < 10 Hrs/Week	$213.00	$213.00	
	Long Term > or = 10 Hrs/Week	$172.00	$172.00	
Half Pool-Alternative Use Non-Profit				
	Short Term < 10 Hrs/Week	$86.00	$86.00	
	Long Term > or = 10 Hrs/Week	$66.00	$66.00	
Full Pool-Alternative Use Non-Profit				

Proposed Master Fee Schedule 2021-2022 (Facilities)				
Facility	**Rate Type**	**21-22 Adopted**	**22-23 Proposed**	**Commentary**
	Short Term < 10 Hrs/Week	$203.00	$203.00	
	Long Term > or = 10 Hrs/Week	$152.00	$152.00	
Aquatics Center-Teaching Pool				
Per Lane For-Profit				
	Short Term < 10 Hrs/Week	$25.50	$25.50	
	Long Term > or = 10 Hrs/Week	$20.50	$20.50	
Per Lane Non-Profit				
	Short Term < 10 Hrs/Week	$15.50	$15.50	
	Long Term > or = 10 Hrs/Week	$10.50	$10.50	
Full Pool-For-Profit				
	Short Term < 10 Hrs/Week	$101.00	$101.00	
	Long Term > or = 10 Hrs/Week	$81.00	$81.00	
Full Pool-Non-Profit				
	Short Term < 10 Hrs/Week	$61.00	$61.00	
	Long Term > or = 10 Hrs/Week	$41.00	$41.00	
Aquatics Center-Event Pricing				
Competition Pool				
	Full Day (6+ Hours)	$3,549.00	$3,549.00	
	Half Day (<6 Hours)	$1,876.00	$1,876.00	
Teaching Pool				
	Full Day (6+ Hours)	$710.00	$710.00	
	Half Day (<6 Hours)	$431.00	$431.00	
Lighting Fee (if applicable)		$20.50	$20.50	
Timing System (if applicable per event)		$56.00	$56.00	
Extra Staff (if applicable)		$25.50	$30.00	

Proposed Master Fee Schedule 2021-2022 (Special Events)				
Activity/Drop Ins	**Rate Type**	**21-22 Adopted**	**22-23 Proposed**	**Commentary**
Tiny Tot Valentine's Tea Party			per wristband	
	Resident	NA	$10.00	This event has not been included on master fees in past. No difference for resident/non-resident price, but there will be priority pruchasing for residents.
	Non-Resident	NA	$12.00	

Proposed Master Fee Schedule 2021-2022 (Recreation Card Registration)				
Activity	**Rate Type**	**20-21 Adopted**	**22-23 Proposed**	**Commentary**
Recreation ID	Adult	$15.00	$20.00	
	Youth	$10.00	$15.00	
	Senior/Infant	$5.00	$10.00	
	Replacement	$5.00	$10.00	

City of El Segundo
Master Fee Schedule New and Removed Fees
FY 2022-2023

	REF #	SERVICE	DEPARTMENT	CURRENT FEES	PROPOSED FEES
New	AD-010	GRAPHIC DESIGN/VIDEO PROD. SERVICES	COMMUNICATIONS	None	Charge the fully allocated hourly rates for all personnel used.
New	EN-030	WIRELESS PERMIT - MINISTERIAL	ENGINEERING	None	$875 per site
New	EN-031	WIRELESS PERMIT - ADMINISTRATIVE	ENGINEERING	None	$3,220 per site
New	EN-032	WIRELESS PERMIT - MAJOR	ENGINEERING	None	$7,810 per site plus deposit with actual costs for outside services
New	FR-003L	TENANT IMPROVEMENT LIFE SAFETY P/C	FIRE PREVENTION	None	$175 per plan OR Deposit with charges at actual costs as determined by staff Expedited Plan Check - additional 50% of standard plan check fee
New	FR-003M	FIRE ACCESS PLAN REVIEW	FIRE PREVENTION	None	$440 per plan OR Deposit with charges at actual costs as determined by staff Expedited Plan Check - additional 50% of standard plan check fee
New	FR-009	ALTERNATE MEANS & METHODS REVIEW	FIRE PREVENTION	None	$4,830 per application
New	FR-009A	FIRE PREV. MODIFICATION REQUEST	FIRE PREVENTION	None	$965 per application
New	FR-009B	FIRE PERMIT EXTENSION	FIRE PREVENTION	None	$155 per application
New	FR-010	FIRE SPECIALTY SYSTEM REMINDER PROG	FIRE PREVENTION	None	$20 per system
New	FR-030	ENVIRON SAFETY APPLICATION REVIEW	FIRE ENVIRON SAFETY	None	$425 per application
New	FR-031	METHANE BARRIER PLAN CHECK/INSPECT	FIRE ENVIRON SAFETY	None	First Building - $275 Each Additional Building - $275
New	FR-032	AB1646 OPERATIONS & MAINTENANCE	FIRE ENVIRON SAFETY	None	$9,380 per facility
New	FR-033	PROG 4 CALARP EMERG RESPONSE PUBLIC	FIRE ENVIRON SAFETY	None	$102,615 per facility
New	FR-040	FIRE FALSE ALARM RESPONSE	FIRE	None	First 3 responses in a calendar year - No Charge Fourth Response - $260 Fifth Response - $520 Sixth and Subsequent Responses - $780
New	PL-008	PRE-APPLICATION REVIEW	PLANNING	None	$5,245 per application
New	PW-002A	WATER METER UPGRADE INSPECTION	WATER	None	$185 per inspection
New	PW-003A	WATER METER ABANDONMENT INSPECTION	WATER	None	$185 per inspection
New	PW-026	SELF HAUL WASTE PERMIT	PUBLIC WORKS	None	$790 per permit
Remove	FR-005	ANNUAL BUSINESS FIRE INSPECTION	FIRE PREVENTION	0-1,499 square feet - $87 1,500-9,999 square feet - $119 10,000-24,999 square feet - $208 25,000-99,999 square feet - $402 100,000-499,999 square feet - $1,695 500,000+ square feet - $3,588	This service fee will now be part of the Fire Prevention/Operations Inspection (FR-004A) fee.
Remove	FR-006	ANNUAL BUSINESS FIRE REINSPECTION	FIRE PREVENTION	0-1,499 square feet - $54 1,500-9,999 square feet - $54 10,000-24,999 square feet - $87 25,000-99,999 square feet - $144 100,000-499,999 square feet - $711 500,000+ square feet - $711	This service fee will now be part of the Fire Prevention/Operations Inspection (FR-004A) fee.
Remove	FR-011	SPECIAL FIRE EQUIP INSP/APPROVAL	FIRE PREVENTION	$691 per request plus any outside costs	This service is no longer provided and should be removed from the fee schedule.
Remove	LB-005	OVERDUE LIBRARY ITEM	LIBRARY	Books/Periodicals/Audio Visual - $0.25 per day up to the item cost	These fees will be removed.
Remove	PL-029	PRECISE PLAN MODIFICATION REVIEW	PLANNING	$5,762 per application	This service is no longer provided and should be removed from the fee schedule.
Remove	PW-002	WATER METER UPGRADE	WATER	Upgrade up to 1" - $4,551 per meter plus actual cost of meter and materials Upgrade to over 1" - Charge the fully allocated hourly rates for all personnel used plus any materials or outside costs.	This service is no longer provided and should be removed from the fee schedule.
Remove	PW-003	WATER METER ABANDONMENT	WATER	$226 per meter	This service is no longer provided and should be removed from the fee schedule.

City Council Agenda Statement

Meeting Date: June 7, 2022
Agenda Heading: Staff Presentations
Item Number: D.10

TITLE:

Resolutions for the November 8, 2022 General Municipal Election November 8, 2022.

RECOMMENDATION:

1. Adopt a resolution calling a general municipal election on November 8, 2022 for the election of two Council members and up to three ballot measures.

2. Adopt a resolution requesting the County of Los Angeles to consolidate the City's general municipal election on November 8, 2022 with the statewide general election to be held on the same date.

3. Adopt a resolution adopting requirements for candidate statements filed with the City Clerk to be included with voter information for the November 8, 2022 general municipal election.

FISCAL IMPACT:

$55,000 based on two Council Member seats and two measures. With the addition of a third measure, the fiscal impact could increase.

BACKGROUND:

Under El Segundo Municipal Code § 1-4A-1, general municipal elections are to be held on the first Tuesday after the first Monday in November in each even-numbered year. The proposed resolutions would call the City's general municipal election for November 8, 2022 for the election of two Council members and up to three ballot measures; request the County of Los Angeles (the "County") to consolidate the City's election with the statewide general election of the same date; and establish requirements for candidate statements filed with the City Clerk for the two Council seats. Staff will present three separate, additional agenda items to the City Council for its potential submission of up to three ballot measures to the voters.

DISCUSSION:

Three resolutions are proposed for City Council consideration and approval. The first would call the City's general municipal election to be held on November 8, 2022, in accordance with Elections Code § 1301, to fill two City Council seats for full four-year terms and up to three ballot measures. To consolidate the City's general municipal election with the statewide general election on the same date, the City must submit a resolution to the County requesting consolidation and its provision of election services. The second proposed resolution makes this request. The third resolution establishes requirements for candidate statements to be included in voter election information in accordance with Election Code §§ 13307-13312.

The nomination filing period begins Monday, July 18, 2022 and ends Friday, August 12, 2022 (nomination period will extend to Monday, August 15, 2022 if an incumbent does not file). The City Clerk's office will manage and oversee the candidate filing process.

The County will conduct the review and counting of ballots for the election. Results will be continuously updated and displayed on the County's website at www.lavote.net through election night and during the official canvass of votes.

On December 5, 2022, the County is scheduled to certify Countywide election results, including those for the City. On December 6, 2022, the County Board of Supervisors is tentatively scheduled to declare the election officially concluded. The County will provide the City Clerk with a final declaration of results and the City Council will likely be able to certify the election results and administer oaths of office at its December 20, 2022 regular meeting.

CITY STRATEGIC PLAN COMPLIANCE:

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

Objective 1A: El Segundo provides unparalleled service to internal and external customers.
Objective 1 B: El Segundo's engagement with the community ensures excellence.

PREPARED BY:
Tracy Weaver, City Clerk
REVIEWED BY:
Tracy Weaver, City Clerk
APPROVED BY:
Barbara Voss, Deputy City Manager

ATTACHED SUPPORTING DOCUMENTS:

1. Resolution - Callling Election for Nov 8 2022
2. Resolution - Consolidate w LA County for November 8, 2022
3. Resolution - Candidate Statement for November 8, 2022

RESOLUTION NO. XXXX

A RESOLUTION OF THE CITY COUNCIL OF EL SEGUNDO, CALIFORNIA, CALLING A CITY GENERAL MUNICIPAL ELECTION ON NOVEMBER 8, 2022 FOR THE ELECTION OF TWO CITY COUNCIL MEMBERS AND UP TO THREE BALLOT MEASURES.

The City Council of the city of El Segundo resolves as follows:

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

A. In accordance with Government Code § 14052, in November 2018, the City Council adopted Ordinance No. 1578, which changed its municipal election to the first Tuesday after the first Monday in March of even-numbered years beginning in March 2020.

B. On June 15, 2021, the City Council adopted Ordinance No. 1625 establishing the City's general municipal election on the first Tuesday after the first Monday in November 2022, repealing Ordinance No. 1578.

SECTION 2: Under the provisions of Elections Code § 1301 relating to general law cities in the State of California, there is called and ordered to be held in the City of El Segundo, California, on Tuesday, November 8,2022, a general municipal election for the purpose of electing two members of the City Council for full four-year terms and up to three ballot measures. The exact form of the question to be voted on at the election as it should appear on the ballot is as follows:

"FOR MEMBER OF THE CITY COUNCIL- Vote for no more than two"

SECTION 3: The ballots to be used at the election shall be in form and content as required by law.

SECTION 4: The City Council will consider up to three proposed ballot measures that may be included in the City's general municipal election to be held on November 8, 2022, and, upon approval, each will be appropriately included in all relevant election matters referenced in this Resolution.

SECTION 5: The City Clerk is authorized, instructed and directed to coordinate with the County of Los Angeles Registrar-Recorder/County Clerk to procure and furnish any and all official ballots, notices, printed matter and all supplies, equipment and paraphernalia that may be necessary in order to properly and lawfully conduct the election.

SECTION 6: That the vote centers for the election shall be open at 7:00 a.m. of the day of the election and shall remain open continuously from that time until 8:00 p.m. of the same day when the polls shall be closed, pursuant to Election Code § 10242,

except as provided in § 14401 of the Elections Code of the State of California.

SECTION 7: In all particulars not recited in this resolution, the election shall be held and conducted as provided by law for holding municipal elections.

SECTION 8: Notice of the time and place of holding the election is given and the City Clerk is authorized, instructed and directed to give further or additional notice of the election, in time, form and manner as required by law.

SECTION 9: The City Clerk shall certify to the passage and adoption of this Resolution and enter it into the book of original Resolutions.

SECTION 10: The City Council authorizes the City Clerk to administer said election and all reasonable and actual election expenses shall be paid by the City upon presentation of a properly submitted bill.

SECTION 11: This Resolution will become effective immediately upon adoption.

PASSED, APPROVED AND ADOPTED ON_____, 2022

_____
Drew Boyles, Mayor

ATTEST:

_____
Tracy Weaver, City Clerk

APPROVED AS TO FORM:
MARK D. HENSLEY, CITY ATTORNEY

_____
Joaquin Vazquez, Deputy City Attorney

RESOLUTION NO. XXX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL SEGUNDO, CALIFORNIA, REQUESTING THE BOARD OF SUPERVISORS OF THE COUNTY OF LOS ANGELES TO CONSOLIDATE A GENERAL MUNICIPAL ELECTION TO BE HELD ON NOVEMBER 8, 2022, WITH THE STATEWIDE GENERAL ELECTION TO BE HELD ON THAT DATE.

The City Council of the City of El Segundo resolves as follows:

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

A. On June 7, 2022, the City Council called a general municipal election to be held on November 8, 2022, for the purpose of the election of two Council Members for full four-year terms and up to three ballot measures.

B. It is desirable that the general municipal election be consolidated with the Statewide General Election to be held on the same date and within the city the precincts, vote centers and election officers of the two elections be the same, and the county election department of the County of Los Angeles canvass the returns of the General Municipal Election and the election be held in all respects as if there were only one election.

SECTION 2. Pursuant to the requirements of § 10403 of the Elections Code, the Board of Supervisors of the County of Los Angeles is hereby requested to consent and agree to the consolidation of a general municipal election with the Statewide General Election on Tuesday, November 8, 2022, for the purpose of the election of: two Council Members and consideration of any ballot measures that the City Council submits to the voters. The County's services will not include the final declaration of results by the City Council pursuant to Election Code §§ 10262 through 10265.

SECTION 3. The County election department is authorized to canvass the returns of the general municipal election. The election shall be held in all respects as if there were only one election, and only one form of ballot shall be used. The election will be held and conducted in accordance with the provisions of law regulating the statewide or special election.

SECTION 4. The Board of Supervisors is requested to issue instructions to the County election department to take any and all steps necessary for the holding of the consolidated election.

SECTION 5. The City of El Segundo recognizes that additional costs will be incurred by the County by reason of this consolidation and agrees to reimburse the County for any

costs.

SECTION 6. The City Clerk is hereby directed to file a certified copy of this resolution with the Board of Supervisors and the county election department of the County of Los Angeles.

SECTION 7. The City Clerk shall certify to the passage and adoption of this resolution and enter it into the book of original resolutions.

PASSED, APPROVED AND ADOPTED ON _____, 2022

_____
Drew Boyles, Mayor

ATTEST:

_____
Tracy Weaver, City Clerk

APPROVED AS TO FORM:
MARK D. HENSLEY, CITY ATTORNEY

_____
Joaquin Vazquez, Deputy City Attorney

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL SEGUNDO, CALIFORNIA, ADOPTING REGULATIONS FOR CANDIDATE STATEMENTS FOR CITY COUNCIL CANDIDATES FOR THE CITY'S NOVEMBER 8, 2022 GENERAL MUNICIPAL ELECTION.

The City Council of the City of El Segundo resolves as follows:

SECTION 1: Section § 13307 of the Elections Code of the State of California provides that the governing body of any local agency adopt regulations pertaining to materials prepared by any candidate for a municipal election, including costs of the candidates' statement.

SECTION 2. *General Provisions.* Pursuant to § 13307 of the Elections Code of the State of California, each candidate for elective office to be voted for at an Election to be held in the City of El Segundo on November 8, 2022 may prepare a candidate's statement on an appropriate form provided by the City Clerk. The statement may include the name, age and occupation of the candidate and a brief description of no more than 200 words of the candidate's education and qualifications expressed by the candidate himself or herself. The statement shall not include party affiliation of the candidate, nor membership or activity in partisan political organizations. The statement shall be filed in typewritten form in the office of the City Clerk at the time the candidate's nomination papers are filed. The statement may be withdrawn, but not changed, during the period for filing nomination papers and until 5:00 p.m. of the next working day after the close of the nomination period.

SECTION 3. *Foreign Language Policy*.

A. Pursuant to the Federal Voting Rights Act, candidate statements will be translated into all languages required by the County of Los Angeles. The County is required to translate candidate statements into the following languages: Spanish.

B. The County will print and mail voter information guides and candidate statements to all voters in Spanish or the County will mail separate voter information guides and candidate statements in Spanish to only those voters who are on the County's voter roll or other files as having requested a voter information guide in a particular language. The County will make the voter information guides and candidate statements in the required languages available at all vote centers, on the County's website, and in the election official's office.

SECTION 4: *Payment*.

A. Translations:

1. The candidate must pay for the cost of translating the candidate statement into

any required foreign language as specified in Section 3 above pursuant to federal and\or state law.

2. The candidate must pay for the cost of translating the candidate statement into any foreign language that is not required as specified in Section 3 above, pursuant to federal and\or state law, but is requested as an option by the candidate.

B. Printing:

1. The candidate must pay the cost of printing the candidates statement in English in the main voter pamphlet.

2. The candidate must pay the cost of printing the candidates statement in a foreign language required in subsection A of Section 3 above, in the main voter pamphlet.

3. The candidate must pay the cost of printing the candidates statement in a foreign language requested by the candidate per subsection B of Section 3 above, in the main voter pamphlet.

4. The candidate must pay the cost of printing the candidates statement in a foreign language required by subsection A of Section 3 above, in the facsimile voter pamphlet.

The City Clerk shall estimate the total cost of printing, handling, translating, and mailing the candidate statements filed pursuant to this section, including costs incurred as a result of complying with the Voting Rights Act of 1965 (as amended), and require each candidate filing a statement to pay in advance to the local agency his or her estimated pro rata share as a condition of having his or her statement included in the voter's pamphlet. In the event the estimated payment is required, the estimate is just an approximation of the actual cost that varies from one election to another election and may be significantly more or less than the estimate, depending on the actual number of candidates filing statements. Accordingly, the clerk is not bound by the estimate and may, on a pro rata basis, bill the candidate for additional actual expense or refund any excess paid depending on the final actual cost. In the event of underpayment, the clerk may require the candidate to pay the balance of the cost incurred. In the event of overpayment, the clerk shall prorate the excess amount among the candidates and refund the excess amount paid within 30 days of the election.

SECTION 5: *Miscellaneous*.

A. All translations shall be provided by professional, certified translators.

B. The City Clerk shall allow (bold type) (underlining) (capitalization) (indentations) (bullets) (leading hyphens) to the same extent and manner as allowed in previous City elections.

C. The City Clerk shall comply with all recommendations and standards set forth by the California Secretary of State regarding occupational designations and other matters relating to elections.

SECTION 6: *Additional Materials*. No candidate will be permitted to include additional materials in the voter information guide.

SECTION 7: The City Clerk shall provide each candidate or the candidate's authorized representative a copy of this Resolution at the time nominating petitions are issued.

SECTION 8: All previous resolutions establishing Council policy on payment for candidate statements are repealed.

SECTION 9: This resolution shall apply at the next ensuing municipal election and at each municipal election after that time.

SECTION 10: This resolution shall apply only to the election to be held on November 8, 2022 and shall then be repealed.

SECTION 11: The City Clerk shall certify to the passage and adoption of this resolution and enter it into the book of original resolutions.

SECTION 12: This Resolution will become effective immediately upon adoption and remain effective unless repealed or superseded.

PASSED, APPROVED AND ADOPTED ON _____, 2022.

_____
Drew Boyles, Mayor

ATTEST:

_____
Tracy Weaver, City Clerk

APPROVED AS TO FORM:
MARK D. HENSLEY, CITY ATTORNEY

_____
Joaquin Vazquez, Deputy City Attorney

City Council Agenda Statement

Meeting Date: June 7, 2022
Agenda Heading: Staff Presentations
Item Number: D.11

TITLE:

Resolution Submitting a City Initiative Regulating Commercial Cannabis to the Voters per Elections Code § 9222

RECOMMENDATION:

1. Adopt a resolution submitting a City initiative regarding commercial cannabis to the voters at the November 8, 2022 election per Elections Code § 9222 and finding such City initiative exempt from CEQA pursuant to CEQA Guidelines §§ 15061(b)(3), 15308, and 15783.

2. If desired, authorize one or more members of the City Council to file a written argument for the City initiative on behalf of the City Council or authorize one or more members of the Council to file one or more arguments regarding the measure as individuals.

3. If desired, direct the City Attorney to prepare an impartial analysis of the City initiative.

FISCAL IMPACT:

$55,000 based on a County estimate for an election considering two Council Member seats and two measures. With the addition of a third measure, the fiscal impact could increase. The City would incur costs in carrying out the commercial cannabis program implementation and ongoing maintenance and inspections costs.

BACKGROUND:

City staff has presented potential terms for the text of a City commercial cannabis regulatory initiative ("City Initiative") that the City Council may submit to the voters without a petition, per Elections Code § 9222, which allows the City Council to submit an initiative measure to the voters without a voter petition. Following staff's updated presentation to the City Council on this matter on May 17, 2022, the City Council directed staff to refine the potential City Initiative's terms to establish a minimum of

1,750 s.f. in gross floor area for retail establishments and restriction on the area of potential retails within the Multimedia Overlay ("MMO") District, east of Pacific Coast Highway, and off major arterial frontages.

The attached Resolution, with the updated text of the City Initiative attached, would: submit the City Initiative to the voters in the form of the question indicated below; request the County to provide certain election services; and set priorities and deadlines for the filing of written arguments and rebuttals for the Initiative.

Ballot tab text:

City Initiative for Commercial Cannabis Regulation. Shall an ordinance be adopted to repeal the City's current prohibition on commercial cannabis activities to authorize commercial cannabis retailers east of Pacific Coast Highway in the Multimedia Overlay District by right, if no less than 1,750 square feet, with sensitive receptor buffers and away from major arterial frontages, subject to a City permitting process; and authorize the City Council to subsequently regulate non-retail cannabis businesses?	YES
	NO

With regard to a City initiative, Elections Code § 9282(b) authorizes the following to submit an argument for or against the measure:

- The City Council;
- A member or members of the Council authorized by the City Council;
- An individual voter who is eligible to vote on the measure;
- A bona fide association of citizens or a combination of voters and associations

Staff requests that the City Council determine if it seeks to file an argument regarding the measure, and, if so: (1) designate at least one member of the City Council to file a written argument regarding the measure on behalf of the entire City Council; or (2) authorize one or more members of the Council to file one or more arguments regarding the measure as individuals. The nature of the argument, i.e., in favor or against the measure should be specified. Arguments from the City Council or members of the Council receive priority for inclusion on the ballot over others that may file arguments. If the City declines to file an argument, such priority would go to arguments filed by individual voters or others qualified to submit an argument.

If directed by the City Council, the City Attorney must prepare an impartial analysis of the Voter Initiative that would be included in the ballot materials (Elec. Code, § 9280.) Staff requests that the City Council determine if it seeks to direct the City Attorney to prepare such an analysis.

If the City Initiative and voter-initiated regulatory commercial cannabis initiative ("Voter Initiative") are both submitted to the voters at the City Election, they would appear as separate items on the ballot for which voters would each vote "yes" or "no." Each would require a majority of the votes cast (50% plus 1) to pass. If only one measure receives a majority, then that measure would become law. If both receive a majority, the one with the most votes would prevail.

DISCUSSION:

CITY STRATEGIC PLAN COMPLIANCE:

PREPARED BY:
Joaquin Vasquez, Assistant City Attorney
REVIEWED BY:
Mark Hensley, City Attorney
APPROVED BY:
Barbara Voss, Deputy City Manager

ATTACHED SUPPORTING DOCUMENTS:

1. Resolution - City Initiative
2. Exhibit A to Resolution
3. El Segundo Cannabis Ordinance_NOE

RESOLUTION NO. _____-

A RESOLUTION SUBMITTING TO THE VOTERS AN ELECTIONS CODE § 9222 CITY INITIATIVE AMENDING PORTIONS OF EL SEGUNDO MUNICIPAL CODE TITLES 4 AND 15 TO REGULATE AND PERMIT COMMERCIAL CANNABIS, REQUESTING LOS ANGELES COUNTY TO PROVIDE SPECIFIC ELECTION SERVICES, AND SETTING REQUIREMENTS FOR FILING WRITTEN ARGUMENTS AND REBUTTALS, AND DIRECTING THE CITY ATTORNEY TO PREPARE AN IMPARTIAL ANALYSIS.

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

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

A. The City Council adopted Resolution No. ____ to call and give notice of the City's general municipal election (the "City Election") to take place on November 8, 2022.

B. The City Council adopted Resolution No. ____ requesting Los Angeles County (the "County") to consolidate the City Election with the County-administered general election to also be held on November 8, 2022.

C. The City Council requests that the County's consolidation of the City Election include the ballot measure proposed in this Resolution for all relevant purposes.

D. Elections Code § 9222 authorizes the City Council to submit an initiative for voter approval without a petition.

E. The City Council seeks to submit a City commercial cannabis regulatory initiative to the voters pursuant to Elections Code § 9222 (the "City Initiative").

F. The City Council also seeks to: request the County to provide certain election services; set priorities for the filing of written arguments and rebuttals for the Initiative; and direct the City Attorney to prepare an impartial analysis of the City Initiative.

SECTION 2. *Submission of Voter Initiative to Voters.*

A. Pursuant to Elections Code § 9222, the City Council places the City Initiative on the ballot for the City Election scheduled for November 8, 2022. The form of the City Initiative is attached hereto as Exhibit "A."

B. The City Initiative will be printed in the City Election ballots in substantially the following form:

City Initiative for Commercial Cannabis Regulation. Shall an ordinance be adopted to repeal the City's current prohibition on commercial cannabis activities to authorize commercial cannabis retailers east of Pacific Coast Highway in the Multimedia Overlay District by right, if no less than 1,750 square feet, with sensitive receptor buffers and away from major arterial frontages, subject to a City permitting process; and authorize the City Council to subsequently regulate non-retail cannabis businesses?	YES
	NO

C. The vote requirement for passage of the proposed ballot measure is a majority of the votes cast (50% plus 1).

SECTION 3. *Request for County Election Services.*

A. In addition to the previously requested consolidation of the City Election and related request for associated County services, the City Council requests the County, with respect to the City Initiative to take any and all additional steps necessary for the holding of the City Election requested to be consolidated, including, without limitation, mailing of the ballot question, ballot arguments, rebuttals, and the City Attorney's impartial analysis to voters and canvassing the election results.

B. The City will reimburse the County for additional costs imposed by the addition of the proposed City Initiative ballot measure to the City Election ballot.

SECTION 4. *Ballot Arguments and Rebuttals.*

A. All arguments and rebuttals for the City Initiative ballot measure must comply with Elections Code § 9280 et seq., including, without limitation, the following requirements:

1. Ballot arguments must not exceed 300 words in length;

2. Ballot arguments cannot be accepted unless accompanied by the printed name and signature or printed names and signatures of the author or authoirs submitting it, or if submitted on behalf of an organization, the name of the organization and the printed name

and signature of at least one of its principal officers who is the author of the argument.

3. No more than five signatures may appear with any ballot argument submitted.

B. Pursuant to Elections Code § 9282(b), the City Council authorizes _____ to file a written argument for the City Initiative ballot measure on behalf of the City Council.

C. Pursuant to Elections Code § 9282(b), an indivdual voter who is eligible to vote on the City Initiative ballot measure, or a bonafide association of citizens, or a combination of voters and associations may file a written argument for or against the City Initiative ballot measure.

D. Ballot arguments must be submitted to the City Clerk on or before August 19, 2022.

E. Pursuant to Elections Code § 9285(a), the City Clerk will send a copy of the selected arguments for and against the City Initiative ballot measure to the necessary parties.

F. The authors of arguments for or against the City Initiative ballot measure may prepare and submit a rebuttal argument or authorize, in writing, nother person or persons to prepare, submit, or sign the rebuttal.

G. The authors of arguments for or against the City Initiative ballot measure must submit any rebuttal to the City Clerk on or before August 29, 2022.

H. Rebuttals may not exceed 250 words in length.

SECTION 5. *City Attorney Impartial Analysis*. The City Council directs the City Clerk to deliver a copy of the City Initiative ballot measure to the City Attorney who will prepare an impartial analysis of the proposed measure pursuant to Elections Code § 9280. The City Attorney must file the impartial analysis with the City Clerk on or before August 19, 2022 and may not exceed 500 words in length.

SECTION 6. *Environmental Review.* The provisions of the proposed City Initiative were reviewed pursuant to the California Environmental Quality Act (Public Resources Code §§ 21000, et seq., "CEQA") and the regulations promulgated thereunder (14 Cal. Code of Regulations §§15000, et seq., the "CEQA Guidelines"). Based upon that review, the actions contemplated therein are exempt from CEQA, pursuant to: CEQA Guidelines § 15061(b)(3), the "common sense"

exemption"; categorical exemption Class 8 (Actions by Regulatory Agencies for the Protection of the Environment), per CEQA Guidelines § 15308, without qualifying for any exceptions to the exemptions, as set forth in CEQA Guidelines § 15300.2; and CEQA Guidelines § 15783 (Projects Consistent with Zoning).

SECTION 7. *Electronic Signatures.* This Resolution may be executed with electronic signatures in accordance with Government Code §16.5. Such electronic signatures will be treated in all respects as having the same effect as an original signature.

SECTION 8. *Signature Authority*. The Mayor, or presiding officer, is hereby authorized to affix his signature to this Resolution signifying its adoption by the City Council of the City of El Segundo, and the City Clerk, or her duly appointed deputy, is directed to attest thereto.

SECTION 9. *Effective Date.* This Resolution will take effect immediately upon adoption and will remain effective unless repealed or superseded.

SECTION 10. *City Clerk Actions*. The City Clerk will certify to the passage and adoption of this Resolution, enter it in the City's book of original Resolutions, and make a record of this action in the meeting's minutes. The City Clerk is directed to file a certified copy of this Resolution with the County.

PASSED AND ADOPTED this ___ day of _____, 2022.

_____
Drew Boyles, Mayor

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

I, Tracy Weaver, City Clerk of the City of El Segundo, California, hereby certify that the whole number of members of the City Council of the 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 _____, 2022, and the same was so passed and adopted by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

_____
Tracy Weaver, City Clerk

APPROVED AS TO FORM:
MARK HENSLEY, CITY ATTORNEY

_____
Joaquin Vazquez, Deputy City Attorney

EXHIBIT “A”
CITY INITIATIVE

THE PEOPLE OF THE CITY OF EL SEGUNDO DO ORDAIN AS FOLLOWS:

SECTION 1. This measure shall be known and may be cited as the City of El Segundo Safe Cannabis Business Measure (the "Measure").

SECTION 2. Purpose and Intent. The purpose and intent of this Measure is to safely and legally accommodate the needs of medically-ill persons in need of cannabis for medicinal purposes, as advised and recommended by their health care provider(s), and adults over the age of twenty-one (21), and to implement State of California ("State") law, which includes, but is not limited to the provisions of the Medicinal & Adult-Use Cannabis Regulation & Safety Act (hereinafter, "MAUCRSA"), as may be amended and augmented under State law, while imposing regulations on the conduct of business and use of land to protect the City of El Segundo's (the "City") neighborhoods, residents, and businesses from negative impacts. It is a further purpose and intent of this Measure to regulate the cultivation, manufacturing, processing, testing, distribution, and retail sale and delivery of cannabis and cannabis products in a manner which is responsible, which protects the health, safety, and welfare of the residents of the City, and which enforces rules and regulations consistent with State law. In part to meet these objectives, a commercial cannabis business permit shall be required to own or to operate a cannabis business within the City. Further, this Measure's requirement for a cannabis business to possess commercial cannabis business permit is in addition to any other permits, licenses, and approvals which may be required to conduct business in the City, and is in addition to any permits, licenses, and approvals required under State or County of Los Angeles ("County") law.

SECTION 3. Legal Authority. Pursuant to Section 7 of Article XI of the California Constitution, and the provisions of the MAUCRSA, as may be amended and augmented under State law and any subsequent State legislation regarding the same, the City is authorized to adopt ordinances that establish standards, requirements, and regulations for local licenses and permits for commercial cannabis activity. Except as otherwise provided in this Measure, any standards, requirements, and regulations regarding health and safety, security, and worker protections established by the State, or any of its departments or divisions, shall be the minimum standards applicable to commercial cannabis activity in the City. The City has brought forth the Measure in accordance with Elections Code Section 9222.

SECTION 4. Chapter 14 (Marijuana) of Title 4 (Business Regulations and Licensing) of the City Municipal Code is hereby repealed in its entirety and amended to read as follows:

Chapter 14: COMMERCIAL CANNABIS ACTIVITY

4-14-1: Commercial Cannabis Activity Prohibited Unless Specifically Authorized.

A. Except as specifically authorized by this Chapter 14, to the fullest extent permitted by State law, the City expressly prohibits any and all commercial cannabis activity within the City. In particular and if allowable under State law, the City hereby expressly prohibits the delivery of cannabis and cannabis products within the City except by cannabis retailers based within the City and permitted under this Chapter 14. If the City is required by State law to permit the delivery of cannabis and cannabis products by cannabis retailers not based within the City, such cannabis retailers not based within the City shall be required to comply with the requirements under this Chapter 14, including the City commercial cannabis business permit application and approval processes under Section 4-14-7.

B. Nothing in this Chapter 14 shall be construed or interpreted to permit the commercial possession, furnishing, manufacture, cultivation, distribution, processing, storing, laboratory testing, packaging, labeling, transportation, delivery, or sale of industrial hemp. Notwithstanding the foregoing, the City may authorize and regulate such activities related to industrial hemp pursuant to its police powers without seeking voter authorization; the City does retain the authority to submit such questions of authorization and regulation to the voters pursuant to Elections Code section 9222.

C. To the extent expressly authorized in this Chapter 14 and Title 15 of the City Municipal Code, the following types of commercial cannabis activity are permitted in the City, subject to the satisfaction of all requirements set forth in this Chapter 14, Title 15 of the City Municipal Code, MAUCRSA, and all other applicable State and local laws, rules, and regulations:

1. Retail sales

2. Cultivation

3. Manufacturing

4. Distribution

5. Testing laboratory

6. Microbusinesses.

4-14-2: Compliance with Laws.

It is the responsibility of the owners, managers, officers, employees, and agents of any cannabis business to ensure that it is operating in a manner compliant with all applicable State and local laws and any regulations promulgated thereunder. Nothing in this Chapter 14 shall be construed as in conflict with State law.

4-14-3: Definitions.

When used in this Chapter 14, the following words shall have the meanings ascribed to them as set forth herein. Any reference to State statutes includes any regulations promulgated thereunder and is deemed to include any successor or amended version of the referenced statute or regulatory provision.

APPLICANT: The person applying for the commercial cannabis business permit under this Chapter 14 (not the owners or the managers of the applicant).

CANNABIS: All parts of the Cannabis sativa Linnaeus, Cannabis indica, or Cannabis ruderalis, whether growing or not; the seeds thereof; the resin, whether crude or purified, extracted from any part of the plant; and every compound, manufacture, salt, derivative, mixture, or preparation of the plant, its seeds, or resin. “Cannabis” also means the separated resin, whether crude or purified, obtained from cannabis. “Cannabis” also means marijuana as defined by Section 11018 of the State Health & Safety Code, as may subsequently be amended or recodified. Cannabis does not include the mature stalks of the plant, fiber produced from the stalks, oil or cake made from the seeds of the plant, any other compound, manufacture, salt, derivative, mixture, or

preparation of the mature stalks (except the resin extracted therefrom), fiber, oil, or cake, or the sterilized seed of the plant which is incapable of germination. For the purpose of this Chapter 14, cannabis does not mean industrial hemp as that term is defined by Section 81000 of the State Food & Agricultural Code or Section 11018.5 of the State Health & Safety Code, as such sections may subsequently be amended or recodified.

CANNABIS BUSINESS: A person engaged in commercial cannabis activity.

CANNABIS PRODUCT: Cannabis that has undergone a process whereby the plant material has been transformed into a concentrate, including, but not limited to, concentrated cannabis, or an edible or topical product containing cannabis or concentrated cannabis and other ingredients.

CAREGIVER or PRIMARY CAREGIVER has the same meaning as that term is defined in Section 11362.7 of the State Health & Safety Code, as may subsequently be amended or recodified.

CHIEF OF POLICE: The Police Chief of the City of El Segundo Police Department or designee(s).

CITY: The City of El Segundo, a municipal corporation organized under the general laws of the State.

CITY ATTORNEY: The City Attorney of the City of El Segundo or designee(s).

CITY COUNCIL: The City Council of the City of El Segundo.

CITY MANAGER: The City Manager of the City of El Segundo or designee(s).

COMMERCIAL CANNABIS ACTIVITY has the same meaning as that term is defined under MAUCRSA and includes the cultivation, possession, manufacture, distribution, processing, storing, laboratory testing, packaging, labeling, transportation, delivery, or sale of cannabis and cannabis products as regulated under this Chapter 14.

COMMERCIAL CANNABIS BUSINESS PERMIT: A regulatory license issued by the City pursuant to this Chapter 14 to a cannabis business and is required before any commercial cannabis activity may be conducted in the City and is made expressly contingent upon the cannabis business's ongoing compliance with all of the requirements of this Chapter 14 and any regulations adopted by the City governing the commercial cannabis activity at issue.

CANNABIS CONCENTRATE: Cannabis that has undergone a process to concentrate one or more active cannabinoids, thereby increasing the product's potency. Resin from granular trichomes from a cannabis plant is a concentrate for purposes of this Chapter 14. A cannabis concentrate is not considered food, as defined by Section 109935 of the State Health & Safety Code, as may subsequently be amended or recodified, or drug, as defined by Section 109925 of the State Health & Safety Code, as may subsequently be amended or recodified.

COUNTY: The County of Los Angeles.

CULTIVATION: Any activity involving the planting, growing, harvesting, drying, curing, grading, or trimming of cannabis.

CULTIVATION SITE: A location where cannabis is planted, grown, harvested, dried, cured, graded, or trimmed, or a location where any combination of those activities may occur. Cultivation sites must be licensed by the City and State pursuant to this Chapter 14.

CUSTOMER: A natural person 21 years of age or over or a natural person 18 years of age that is a qualified patient or primary caregiver.

DAY CARE CENTER or CHILDCARE FACILITY: A facility serving infant, toddler, preschool, and school age children licensed by the State Department of Social Services pursuant to Section 1596.951 of the State Health & Safety Code, as may subsequently be amended or recodified. Pursuant to the authority delegated by the State to the City under Section 26054(b) of the State Business & Professions Code, this definition of "day care center" under this Chapter 14 shall override the definition of "day care center" in MAUCRSA at Section 26001 of the State Business & Professions Code, as may subsequently be amended or recodified.

DELIVERY: The commercial transfer of cannabis or cannabis products to a customer. "Delivery" also includes the use by a retailer of any technology platform owned and controlled by the retailer.

DISPENSARY or RETAILER: A location where cannabis, cannabis products, or devices for the use of cannabis or cannabis products are offered, either individually or in any combination, for retail sale onsite directly to customers at the location or via delivery from the establishment to customers offsite.

DISPENSING or RETAIL SALE(S): Any activity involving the retail sale of cannabis or cannabis products from a retailer onsite directly to customers or via delivery from the retailer to customers offsite.

DISTRIBUTION: The procurement, sale, and transport of cannabis and cannabis products between persons lawfully conducting commercial cannabis activity under this Chapter 14 and State law.

DISTRIBUTOR: a person engaged in the distribution of cannabis and cannabis products, who is based within the City, and licensed by the City and State pursuant to this Chapter 14.

EDIBLE CANNABIS PRODUCT: A cannabis product that is intended to be used, in whole or in part, for human consumption, including, but not limited to, chewing gum, but excluding products set forth in Division 15 (commencing with Section 32501) of the State Food & Agriculture Code, as may subsequently be amended or recodified. An edible cannabis product is not considered food, as defined by Section 109935 of the State Health & Safety Code, as may subsequently be amended or recodified, or drug, as defined by Section 109925 of the State Health & Safety Code, as may subsequently be amended or recodified. An edible cannabis product shall not be deemed to be adulterated pursuant to Section 26131 of the State Business & Professions Code, as may subsequently be amended or recodified, solely because it contains cannabis.

EMPLOYEE: Each individual person employed by a cannabis business who is a part-time, full-time, temporary, or permanent employee.

GROSS RECEIPTS: Except as otherwise specifically provided herein, whether designated as a sales price, royalty, rent, commission, dividend, or other designation, the total amount (including all receipts, cash, credits, and property of any kind or nature) received or payable for sales of goods, wares, or merchandise without any deduction therefrom on account of the cost of the

property sold, the cost of materials used, labor, or service costs, interest paid or payable, losses, or any other expense whatsoever. However, the following shall be excluded from gross receipts:

A. Cash discounts where allowed and taken on sales;

B. Any tax required by law to be included in or added to the purchase price and collected from the consumer or purchaser;

C. Such part of the sale price of any property returned by purchasers to the seller as refunded by the seller by way of cash or credit allowances or return of refundable deposits previously included in gross receipts;

D. Receipts derived from the occasional sale of used, obsolete, or surplus trade fixtures, machinery, or other equipment used by the taxpayer in the regular course of the taxpayer's business;

E. Cash value of sales, trades, or transactions between departments or units of the same business;

F. Whenever there are included within the gross receipts amounts which reflect sales for which credit is extended and such amount proved uncollectible in a given year, those amounts may be excluded from the gross receipts in the year they prove to be uncollectible; provided, however, if the whole or portion of such amounts excluded as uncollectible are subsequently collected, they shall be included in the amount of gross receipts for the period when they are recovered; and

G. Receipts of refundable deposits, except that such deposits when forfeited and taken into income of the business shall not be excluded when in excess of one dollar.

LICENSING AUTHORITY: A State agency responsible for the issuance, renewal, or reinstatement of State license, or a State agency authorized to take disciplinary action against a State licensee.

LIQUID ASSETS: Assets that can be readily converted into cash. "Liquid assets" include, but are not limited to, the following: funds in checking or savings accounts, certificates of deposit, money market accounts, mutual fund shares, publicly traded stocks, and United States savings bonds. "Liquid assets" does not mean household items, furniture and equipment, vehicles, cannabis or cannabis products, business inventory, or real property and improvements thereto.

LIVE PLANTS: Living cannabis flowers and plants, including seeds, immature plants (including unrooted clones), and vegetative stage plants.

MAJOR ARTERIAL: Those streets specified as major arterials in the Master Plan of Streets included in the 2004 Circulation Element to the City's General Plan as Exhibit C-10 and the portion of Imperial Highway east of Pacific Coast Highway.

MANAGER: Any individual who will be participating in the direction, control, or management of an applicant or a permittee, including but not limited to, any (i) manager or managing member or other officer of a limited liability company or (ii) president, chief executive officer, secretary, treasurer, chief financial officer, or other officer of a for profit corporation.

MANUFACTURE(ING): To compound, blend, extract, infuse, or otherwise make or prepare a cannabis product.

MANUFACTURER: A person that conducts the production, preparation, propagation, or compounding of cannabis or cannabis products either directly or indirectly or by extraction methods, or independently by means of chemical synthesis, or by a combination of extraction and chemical synthesis at a fixed location that packages or repackages cannabis or cannabis products or labels or relabels its container. A manufacturer may also be a person that infuses cannabis in its products but does not perform its own extraction.

MANUFACTURING SITE: A location where cannabis or cannabis products, directly or indirectly are produced, prepared, propagated, or compounded by extraction methods, independently by means of chemical synthesis, or by a combination of extraction and chemical synthesis.

MARIJUANA means “cannabis” as that term is defined in this Chapter 14.

MAUCRSA: Division 10 (commencing with Section 26000) of the State Business and Professions Code, as may subsequently be amended or recodified, and any regulations promulgated thereunder.

MEASURE: City of El Segundo Safe Cannabis Business Measure.

MICROBUSINESS: A cannabis business engaged in at least three (3) of the following commercial cannabis activities: cultivation (on areas less than ten thousand (10,000) square feet), manufacturing (without the use of volatile solvents), distribution, or retail sale, and further described in Section 26001 of the State Business & Professions Code, as may subsequently be amended or recodified.

OWNER: Any of the following:

A. A person owning in the aggregate equity interests representing twenty (20) percent or more of the voting power of all outstanding equity in the applicant or a permittee;

B. The president, chief executive officer, secretary, or treasurer / chief financial officer of a nonprofit applicant or permittee; or

C. A member of the board of directors of a nonprofit applicant or permittee.

Notwithstanding the above, every applicant and permittee must have at least one individual person designated as an “owner” for the purpose of compliance with this Chapter 14, including the review and evaluation of any commercial cannabis business permit application.

PANIC BUTTON: An emergency electronic contact device which allows an employee in the event of an ongoing crime, threat, or other emergency to alert a security guard responsible for providing immediate on-scene assistance.

PATIENT or QUALIFIED PATIENT: A person who is entitled to the protections of Section 11362.5 of the State Health & Safety Code, as may subsequently be amended or recodified, and includes a person issued an identification card issued pursuant to Article 2.5 of Chapter 6 of Division 10 of the State Health & Safety Code, as may subsequently be amended or recodified.

PERMITTEE: The holder of a valid, City-issued commercial cannabis business permit.

PERSON: An individual, firm, partnership, joint venture, association, corporation, limited liability company, estate, trust, business trust, receiver, syndicate, or any other group or combination acting as a unit and includes the plural as well as the singular number.

PERSON WITH AN IDENTIFICATION CARD shall have the meaning given to that term in Section 11362.7 of the State Health & Safety Code, as may subsequently be amended or recodified.

PREMISES: The designated structure or structures and land specified in the commercial cannabis business permit application that is owned, leased, or otherwise held under the control of the applicant or permittee where the commercial cannabis activity will be or is conducted. The premises shall be a contiguous area and shall only be occupied by one permittee.

SCHOOL: As evidenced by the State Department of Education school directory, a public school instructing children in grades kindergarten through 12, as authorized by the State Department of Education or a private school instructing children in grades kindergarten through 12 that has filed a verification of private school affidavit with the State Department of Education pursuant to Section 33190 of the State Education Code, as may subsequently be amended or recodified, excluding any private school in which education is primarily conducted in a private home. Pursuant to the authority delegated by the State to the City under Section 26054(b) of the State Business & Professions Code, as may subsequently be amended or recodified, this definition of “school” under this Chapter 14 shall override the definition of “school” used in MAUCRSA or Section 11362.768 of the Health & Safety Code, as may subsequently be amended or recodified.

STATE: The State of California.

STATE LICENSE: A permit or license issued by the State, or one of its departments or divisions, under MAUCRSA and any subsequent State legislation regarding the same to engage in commercial cannabis activity.

TESTING LABORATORY: A laboratory, facility, or entity in the City that offers or performs tests of cannabis or cannabis products and that is both of the following:

A. Accredited by an accrediting body that is independent from all other persons involved in the cannabis industry in the State; and

B. Licensed by the Bureau of Cannabis Control and is owned and operated by a person issued a valid commercial cannabis business permit for laboratory testing from the City.

TOPICAL CANNABIS: A cannabis product intended for external application and/or absorption through the skin. A topical cannabis product is not considered a drug as defined by Section 109925 of the State Health & Safety Code, as may subsequently be amended or recodified.

VOLATILE SOLVENT: A solvent that is or produces a flammable gas vapor that, when present in the air in sufficient quantities, will create explosive or ignitable mixtures.

YOUTH CENTER: (A) any public or private facility that is primarily used to host recreational or social activities for minors such as private youth membership organizations or clubs, social service teenage club facilities or (B) a park, playground, or recreational area specifically designed

to be used by children that may have play equipment installed, including public grounds designed for athletic activities such as baseball, softball, soccer, or basketball or any similar facility located on a public or private school grounds, or on City, County, or State parks. Pursuant to the authority delegated by the State to the City under Section 26054(b) of the State Business & Professions Code, as may subsequently be amended or recodified, this definition of "youth center" under this Chapter 14 shall override the definition of "youth center" in MAUCRSA at Section 26001 of the State Business & Professions Code, as may subsequently be amended or recodified.

4-14-4: Commercial Cannabis Business Permit Required.

A. No person shall operate a cannabis business or engage in commercial cannabis activity within the City unless such business or activity is currently in compliance with all applicable State and local laws, rules, and regulations and the cannabis business has:

1. A valid City business license to conduct such business or activity;

2. A valid commercial cannabis business permit issued by the City pursuant to this Chapter 14 to conduct such business or activity;

3. A valid State license authorizing such business or activity in the City; and

4. A valid certificate of occupancy issued by the City's Building & Safety Division to conduct the commercial cannabis activity at the premises identified in the commercial cannabis business permit.

B. A separate commercial cannabis business permit shall be required for each type of commercial cannabis activity listed in Section 4-14-1.C whether conducted in or engaged on the same premises or on different premises.

4-14-5: Maximum Number and Type of Authorized Cannabis Businesses Permitted.

A. There is no maximum number of commercial cannabis business permits for retail-only commercial cannabis activities based within the City. The foregoing notwithstanding, the City Council may establish a maximum number of commercial cannabis business permits for retail-only commercial cannabis activities by resolution.

B. The number of commercial cannabis business permits for cultivation sites, manufacturing sites, distributors, testing laboratories, and microbusinesses shall be zero unless subsequently established by resolution of the City Council, in its sole discretion.

4-14-6: Location and Design Requirements for Cannabis Businesses.

Pursuant to the authority delegated by the State to the City under Section 26054(b) of the State Business & Professions Code, as may subsequently be amended or recodified, and overriding the location and design requirements contained in Section 26054(b) of the State Business & Professions Code, as may subsequently be amended or recodified, cannabis businesses in the City shall be subject to the following location and design requirements:

A. Retailers shall be a permitted use by right subject to this Chapter 14 on property (i) located more than 1,000 feet from any school or day care center; (ii) located more than 600 feet from any youth center; not located along a major arterial; (iii) located within the Multimedia

Overlay District; and containing a minimum of 1,750 square feet in gross floor area, as such term is defined in El Segundo Municipal Code Section 15-1-6.

B. The location and design requirements for cultivation sites, manufacturing sites, distributors, testing laboratories, and microbusinesses shall be established by ordinance of the City Council, at the sole discretion of the City Council, including the possibility that cultivation sites, manufacturing sites, distributors, testing laboratories, and microbusinesses may not be types of commercial cannabis activity permitted to be based within the City pursuant to this Chapter 14 and Title 15 of the City Municipal Code.

C. Each cannabis business shall:

1. Be constructed in a manner that prevents odors to surrounding uses, and promotes quality design and construction, and consistency with the surrounding properties. Odors from the cannabis business shall not be detectable from outside the premises and adequate odor control technology shall be utilized;

2. Be provided with adequate electricity, sewage, disposal, water, fire protection, and storm drainage facilities for the intended purpose; and

3. Provide and maintain a neighborhood compatibility plan so the City Manager or designee(s) may find that the cannabis business and its operating characteristics are not detrimental to the public health, safety, convenience, or welfare of persons residing, working, visiting, or recreating in the surrounding neighborhood and will not result in the creation of a nuisance.

4-14-7: Cannabis Retailer Application Procedure.

A. Within 60 days following the effective date of this Chapter, the City Manager, pursuant to Section 4-14-29, shall, as a ministerial duty, make available the necessary forms, adopt any necessary application rules for the submission, intake, review, and approval of commercial cannabis business permit applications for retailers.

B. The City Manager shall, as a ministerial duty, review retailer applications for completeness and reject any commercial cannabis business permit application that fails to meet the minimum requirements contained in this Subsection B:

1. Payment of an application fee established by resolution of the City Council within 60 days following the effective date of this Chapter to cover all costs incurred by the City in the application process;

2. Sufficient evidence of the legal right to use the proposed property for the proposed use, to include a lease, sublease, purchase agreement, assignment of purchase agreement, or lease or purchase option, in the name of the applicant, which may include nominal consideration and be contingent upon issuance of a commercial cannabis business permit or other approvals. The City shall only consider one applicant per property address or County Assessor's Identification Number. In the event that more than one applicant applies for a commercial cannabis business permit application at a given property address or a given County Assessor's Identification Number, the City Manager shall, as a ministerial duty, only accept the commercial cannabis business permit application with the earliest dated

evidence of the legal right to use the proposed property for the proposed use in the name of the applicant;

3. Sufficient evidence to demonstrate that the proposed property complies with location and zoning requirements in Section 4-14-6;

4. A completed background check application and receipt for each owner and manager of the applicant pursuant to Section 4-14-21.L; and

5. The following objective application components described further in the regulations, rules, or standards promulgated under Section 4-14-29:

   a. Qualifications of the applicant's owners and managers;

   b. Plans, renderings, and overall location;

   c. Business and operations plan;

   d. Security plan;

   e. Safety plan;

   f. Neighborhood compatibility plan; and

   g. Labor and employment plan.

C. Upon receipt of a commercial cannabis business permit application, the City Manager shall direct the Police Chief to conduct background checks in accordance with Section 4-14-21.L. Following review and determination that a complete application fulfills the criteria set forth in Subsection B, the City Manager shall, as a ministerial duty, issue a commercial cannabis business permit to the associated applicant. However, the City Manager shall not issue a commercial cannabis business permit to any applicant with an owner or manager that:

1. Provided false or misleading information on the applicant's commercial cannabis business permit application;

2. Has been convicted of (or pled no contest to) "an offense that is substantially related to the qualifications, functions, or duties of the business or profession for which the application is made" as that term is defined in Section 26057(b)(4) of the State Business & Professions Code, as may subsequently be amended or recodified; or

3. Has been sanctioned by a licensing authority or a city, county, or state for unauthorized commercial cannabis activities or has had a license suspended or revoked under MAUCRSA in the three years immediately preceding the date the application was submitted.

D. Any decision of the City Manager or City Council under this Section 4-14-7 shall be subject to the administrative appeal provisions of Section 4-14-12.

4-14-8: Application Procedure for Commercial Cannabis Activity other than Retailers.

In the event that the City Council, in the sole discretion of the City Council, should amend this Chapter 14 and Title 15 of the City Municipal Code to permit the issuance of commercial cannabis business permits for commercial cannabis activity other than retailers (i.e., cultivation, manufacturing, distributors, testing laboratories, and microbusinesses), the City Council, at the sole discretion of the City Council, shall by resolution make available the necessary forms, adopt any necessary application rules for the submission, intake, review, and approval of commercial cannabis business permit applications for commercial cannabis activity other than retailers up to the maximum number of commercial cannabis business permits authorized pursuant to Section 4-14-5.

4-14-9: Limitations on the City's Liability.

To the fullest extent permitted by law, the City shall not assume any liability whatsoever with respect to having issued a commercial cannabis business permit pursuant to this Chapter 14 or otherwise approving the operation of any cannabis business. As a condition to the approval of any commercial cannabis business permit, the applicant shall be required to meet all of the following conditions before they can receive a commercial cannabis business permit:

A. Execution of an agreement, in a form approved by the City Attorney, agreeing to indemnify, defend (at applicant's sole cost and expense), and hold the City, and its officers, officials, employees, representatives, and agents, harmless, from any and all claims, losses, damages, injuries, liabilities, or losses which arise out of, or which are in any way related to, the City's issuance of the commercial cannabis business permit, the City's decision to approve the operation of the cannabis business or activity, the process used by the City in making its decision, or the alleged violation of any federal, State, or local laws by the cannabis business or any of its officers, employees, or agents.

B. Maintain insurance at coverage limits, and with conditions thereon determined necessary and appropriate from time to time by the City Attorney.

C. Defend and indemnify the City for all costs and expenses, including but not limited to attorneys' fees and court costs, that the City may be required to pay as a result of any legal challenge related to the City's approval of the applicant's commercial cannabis business permit or related to the City's approval of a commercial cannabis activity. The City, at its sole discretion, may participate at its own expense in the defense of any such action, but such participation shall neither relieve nor increase any of the obligations imposed on the applicant hereunder.

4-14-10: Commercial Cannabis Business Permit Term.

The term of each commercial cannabis business permit shall be indefinite unless suspended or revoked pursuant to Section 4-14-11.

4-14-11: Suspension and Revocation of Commercial Cannabis Business Permits.

A. The City Manager may suspend or revoke a commercial cannabis business permit for any material violation of any law and/or any rule, regulation, and/or standard adopted pursuant to this Chapter 14.

B. Suspension or revocation of a State license issued by the State or by any of its departments or divisions, corresponding to the commercial cannabis business permit shall immediately result in the suspension of the associated commercial cannabis business permit until the State, or its applicable department or division, reinstates the State license or otherwise lifts such suspension.

C. A permittee shall inform the City Manager or designee(s) of any suspension, revocation, or termination of a State license corresponding to its commercial cannabis business permit within two business days of the suspension, revocation, or termination of the State license.

4-14-12: Appeals Regarding Commercial Cannabis Business Permits.

A. Within 10 calendar days after the date of a decision of the City Manager to deny issuance of a commercial cannabis business permit or to revoke, suspend, or deny the renewal of an issued commercial cannabis business permit, an aggrieved party may appeal such action by filing a written appeal with the City Clerk setting forth the reasons why the decision was not proper. An appeal shall stay all proceedings in furtherance of the appealed action.

B. At the time of filing, the appellant shall pay the appeal fee established by resolution of the City Council.

C. Upon receipt of the written appeal, the City Clerk shall set the matter for a hearing before the City Council. The City Council shall hear the matter de novo and conduct the hearing pursuant to the procedures set forth by the City.

D. The appeal shall be held within a reasonable time after the filing the appeal, but in no event later than 90 days from the date of such filing. The City shall notify the appellant of the time and location at least 10 days prior to the date of the hearing.

E. At the hearing, the appellant may present any information they deem relevant to the decision appealed. The formal rules of evidence and procedure applicable in a court of law shall not apply to the hearing.

F. At the conclusion of the hearing the City Council may affirm, reverse, or modify the decision appealed. The decision of the City Council shall be a final administrative decision, subject to judicial review and remedies.

4-14-13: Change in Location; Updated Application Information.

A. A permittee may change the business location specified in a commercial cannabis business permit upon submission and approval of a change in location application promulgated, as a ministerial duty, by the City Manager pursuant to regulations adopted under Section 4-14-29 within 180 days following the effective date of this Chapter 14. The permittee shall pay an application fee established by resolution of the City Council to cover all costs incurred by the City in the review and processing of change in location applications. The City Manager shall process such change in location applications as a ministerial duty within 60 days of receipt.

B. An applicant or permittee shall notify the City Manager or designee(s) within fifteen (15) calendar days of any material change in the information provided in the applicant or

permittee's commercial cannabis business permit application or any change in status of compliance with the provisions of this Chapter 14, including any change in the cannabis business ownership or management.

4-14-14: Transfer of a Commercial Cannabis Business Permit.

A. An owner of a commercial cannabis business permit shall not transfer ownership or control of such permit to another person unless and until the permittee and transferee obtain an amendment to the permit from the City Manager stating that the transferee is now an owner of the permittee. A permittee may change the ownership specified in a commercial cannabis business permit upon submission and approval of a change in ownership application promulgated, as a ministerial duty, by the City Manager pursuant to regulations adopted under Section 4-14-29 within 180 days following the effective date of this Chapter 14. The permittee shall pay an application fee established by resolution of the City Council to cover all costs incurred by the City in the review and processing of change in ownership applications. The City Manager shall process such change in ownership applications as a ministerial duty once the City Manager reasonably determines that the transferee passed the background check required for owners and meets all other requirements of this Chapter 14.

B. Notwithstanding Subsection A, no commercial cannabis business permit may be transferred when the City Manager has notified the permittee that its commercial cannabis business permit has been or may be suspended or revoked.

C. Any attempt to transfer a commercial cannabis business permit either directly or indirectly in violation of this Section 4-14-14 is hereby declared void, and such an unpermitted transfer shall be deemed a ground for revocation of the permit.

4-14-17: Records and Recordkeeping.

A. Each cannabis business shall maintain accurate books and records in an electronic format, which detail all revenues and expenses of the business, including, but not limited to, all of its assets and liabilities. On no less than an annual basis (at or before the time of the renewal of a commercial cannabis business permit issued pursuant to this Chapter 14), or at any time upon reasonable request of the City, each cannabis business shall file a sworn statement detailing the number of sales by the cannabis business during the previous 12-month period (or shorter period based upon the timing of the request) detailing sales for each month within such period in question. The statement shall also include gross sales for each month and all applicable taxes paid or due to be paid. On an annual basis, each cannabis business shall submit to the City a financial audit of the business's operations conducted by an independent certified public accountant. Each permittee shall be subject to a regulatory compliance review and financial audit as determined by the City Manager.

B. Each cannabis business shall maintain a current register of the names and the contact information (including the name, address, and telephone number) of anyone owning or holding an interest in the cannabis business and, separately, the same contact information of all officers, managers, employees, agents, and volunteers currently employed or otherwise engaged by the cannabis business. The register required by this paragraph shall be provided to the City Manager upon a reasonable request.

C. Each cannabis business shall maintain a record of all distributions of cannabis and cannabis products to other cannabis businesses authorized by State law for a period of no less than seven years.

D. All cannabis businesses shall maintain an inventory control and reporting system that accurately documents the present location, amounts, and descriptions of all cannabis and cannabis products for all stages of the growing, production, manufacturing, laboratory testing, distribution, sale, delivery, or other commercial cannabis activity processes until purchase or distribution.

E. Subject to any applicable restrictions under the Health Insurance Portability & Accountability Act ("HIPAA") regulations, each cannabis business shall grant the City Manager access to the business's books, records, accounts, together with any other data or documents relevant to its permitted commercial cannabis activities, for the purpose of conducting an audit or examination. Books, records, accounts, and any and all relevant data or documents shall be produced no later than five business days after receipt of the City Manager's request for such data, unless otherwise stipulated by the City Manager. The City Manager may require the materials to be submitted in an electronic format that is compatible with the City's software and hardware.

4-14-18: Security Measures.

A. A cannabis business shall implement sufficient security measures to deter and prevent the unauthorized entrance into areas containing cannabis or cannabis products and to deter and prevent the theft of cannabis or cannabis products at the cannabis business. Except as may otherwise be determined by the Chief of Police, these security measures shall include, but are not limited to, all of the following:

1. Preventing individuals from remaining on the premises of the cannabis business if they are not engaging in an activity directly related to the permitted operations of the cannabis business.

2. Establishing limited access areas accessible only to authorized cannabis business personnel.

3. Except for live plants, which are being cultivated at a cultivation facility, all cannabis and cannabis products shall be stored in a secured and locked room, safe, or vault. All cannabis and cannabis products, including live plants which are being cultivated, shall be kept in a manner designed to prevent diversion, theft, and loss.

4. Installing 24-hour security surveillance cameras of at least HD-quality to monitor all entrances and exits to and from the premises, all interior spaces within the cannabis business, which are open and accessible to the public, all interior spaces where cannabis, cash or currency, is being stored for any period of time on a regular basis, and all interior spaces where diversion of cannabis could reasonably occur. The cannabis business shall be responsible for ensuring that the security surveillance camera's footage is remotely accessible by the Chief of Police, and that it is compatible with the city's software and hardware. In addition, remote and real-time, live access to the video footage from the cameras shall be provided to the Chief of Police. Video recordings shall be maintained for a minimum of 90 days and shall be made available to the Chief of Police upon request. Video shall be of

sufficient quality for effective prosecution of any crime found to have occurred on the site of the cannabis business.

5. Sensors shall be installed to detect entry and exit from all secure areas.

6. Panic buttons shall be installed in all cannabis businesses.

7. Having a professionally installed, maintained, and monitored alarm system.

8. Any bars installed on the windows or the doors of the cannabis business shall be installed only on the interior of the building.

9. Security personnel shall be on-site 24 hours a day unless the cannabis business has an alternative security program authorized by the Police Chief or designee(s). Security personnel must be licensed by the State Bureau of Security & Investigative Services personnel and shall be subject to the prior review and approval of the Chief of Police, which shall not be unreasonably withheld.

10. Each cannabis business shall install standby generators and have the capability to remain secure during a power outage and shall ensure that all access doors are not solely controlled by an electronic access panel to ensure that locks are not released during a power outage.

11. Additional security measures may be added through the review of a commercial cannabis business permit application.

12. Compliance with the security measures set forth in Chapter 13-20 of this code.

B. Each cannabis business shall identify a designated security representative/liaison to the City, who shall be reasonably available to meet with the Chief of Police regarding any security related measures or and operational issues.

C. Each cannabis business (including as part of the commercial cannabis business permit application process) shall have a storage and transportation plan and currency management plan, which describes in detail the procedures for safely and securely storing, disposing and transporting all cannabis, cannabis products, and any currency.

D. The cannabis business shall cooperate with the City whenever the Chief of Police makes a request, upon reasonable notice to the cannabis business, to inspect or audit the effectiveness of any security plan or of any other requirement of this Chapter 14.

E. A cannabis business shall notify the Chief of Police within 24 hours after discovering any of the following:

1. Significant discrepancies identified during inventory. The level of significance shall be determined by the regulations promulgated by the City Manager.

2. Diversion, theft, loss, or any criminal activity involving the cannabis business or any agent or employee of the cannabis business.

3. The loss or unauthorized alteration of records related to cannabis and cannabis products or registering customers or employees and/or agents of the cannabis business.

4. Any other breach of security.

4-14-19: Restriction on Alcohol and Tobacco Sales.

No person shall cause or permit the sale, dispensing, or consumption of alcoholic beverages or tobacco on or about the premises of the cannabis business.

4-14-20: Fees and Charges.

A. No person may commence or continue any commercial cannabis activity in the City without timely paying in full all fees and charges required for the operation of a commercial cannabis activity. Fees and charges associated with the operation of such activity shall be established by resolution of the City Council which may be amended from time to time.

B. All cannabis businesses authorized to operate under this Chapter 14 shall pay all sales, use, business and other applicable taxes, and all license, registration, and other fees required under federal, State, and local law. Each cannabis business shall cooperate with City with respect to any reasonable request to audit the cannabis business' books and records for the purpose of verifying compliance with this Section 4-14-20, including, but not limited to, a verification of the amount of taxes required to be paid during any period.

4-14-21: Generally Applicable Operating Requirements.

A. Cannabis businesses may operate only during the hours specified in the commercial cannabis business permit issued by the City and must comply with State law at all times.

B. Cannabis shall not be consumed on the premises of any cannabis businesses.

C. No cannabis or cannabis products or graphics depicting cannabis or cannabis products shall be visible from the exterior of any property issued a commercial cannabis business permit or on any of the vehicles owned or used as part of the cannabis business. No outdoor storage of cannabis or cannabis products is permitted at any time.

D. Each cannabis business shall have in place a point-of-sale or management inventory tracking system to track and report on all aspects of the cannabis business including, but not limited to, such matters as cannabis tracking, inventory data, gross sales (by weight and by sale), and other information which may be deemed necessary by the City. The cannabis business shall ensure that such information is compatible with the City's record-keeping systems. In addition, the system must have the capability to produce historical transactional data for review. Furthermore, any system selected must be approved and authorized by the City Manager prior to being used by a permittee.

E. All cannabis and cannabis products sold, distributed, and/or manufactured shall be cultivated, manufactured, and distributed by licensed facilities that maintain operations in full conformance with the State and local regulations. The packaging and labeling of cannabis and cannabis products shall comply at all times with State law.

F. There shall not be a physician located in any cannabis business at any time for the purpose of evaluating patients for the issuance of a medicinal cannabis recommendations.

G. Each cannabis business shall provide the City Manager with the name, telephone number (both land line and mobile, if available) of an on-site employee or owner to whom emergency notice can be provided at any hour of the day.

H. Signage and Notices.

1. In addition to the requirements otherwise set forth in this Section 4-14-21, business identification signage for a cannabis business shall conform to the requirements of the City Municipal Code, including, but not limited to, seeking the issuance of a City sign permit.

2. No signs placed on the premises of a cannabis business shall obstruct any entrance or exit to the building or any window.

3. Each entrance to a cannabis business shall be visibly posted with a clear and legible notice indicating that smoking, ingesting, or otherwise consuming cannabis on the premises, or in the areas adjacent to the premises, is prohibited.

4. The entrance to the cannabis business shall be clearly and legibly posted with a notice that no person under the age of 21 years of age is permitted to enter upon the premises of the cannabis business, other than as lawful customers permitted under State law in the case of retailers.

5. No cannabis business shall advertise by having a person holding a sign and advertising the business to passersby, whether such person is on the premises of the cannabis business or elsewhere including, but not limited to, the public right-of-way.

I. Other than as lawful customers permitted under State law in the case of retailers, individuals under the age of 21 years shall not be allowed on the premises of a cannabis business and shall not be allowed to serve as a driver for a cannabis business. It shall be unlawful and a violation of this Chapter 14 for any person to employ any person at a cannabis business who is not at least 21 years of age.

J. Odor control devices and techniques shall be incorporated in all cannabis businesses to ensure that odors from cannabis are not detectable off-site. Cannabis businesses shall provide a sufficient odor absorbing ventilation and exhaust system so that odor generated inside the cannabis business that is distinctive to its operation is not detected outside of the facility, anywhere on adjacent property or public rights-of-way, on or about the exterior or interior common area walkways, hallways, breezeways, foyers, lobby areas, or any other areas available for use by common tenants or the visiting public, or within any other unit located inside the same building as the cannabis business. As such, cannabis businesses must install and maintain the following equipment, or any other equipment which the City Manager determines is a more effective odor control method or technology:

1. An exhaust air filtration system with odor control that prevents internal odors from being emitted externally; and

2. An air system that creates negative air pressure between the cannabis business's interior and exterior, so that the odors generated inside the cannabis business are not detectable on the outside of the commercial cannabis business.

K. The original copy of the commercial cannabis business permit issued by the City pursuant to this Chapter 14 and the City issued business license shall be posted inside the cannabis business in a location readily visible to the public.

L. Pursuant to Sections 11105(b)(11) and 13300(b)(11) of the State Penal Code, which authorizes City authorities to access State and local summary criminal history information for employment, licensing, or certification purposes; and authorizes access to federal level criminal history information by transmitting fingerprint images and related information to the Department of Justice to be transmitted to the Federal Bureau of Investigation, every person listed as an owner, manager, supervisor, employee, or volunteer of the cannabis business must submit fingerprints and other information deemed necessary by the Chief of Police for a background check by the City Police Department. Pursuant to Sections 11105(b)(11) and 13300(b)(11) of the State Penal Code, which requires that there be a requirement or exclusion from employment, licensing, or certification based on specific criminal conduct on the part of the subject of the record, no person shall be issued a commercial cannabis business permit unless they have first cleared the background check, as determined by the Chief of Police, as required by this Chapter 14. A fee for the cost of the background investigation, which shall be the actual cost to the City to conduct the background investigation as it deems necessary and appropriate, shall be paid at the time the application for a commercial cannabis business permit is submitted.

M. The cannabis business shall prohibit loitering by persons outside the facility both on the premises and within 50 feet of the premises.

N. It shall be unlawful for a cannabis business to discriminate in any manner or take adverse action against any employee in retaliation for exercising rights protected under this Chapter 14 or City or State law. These rights include, but are not limited to (i) the right to file a complaint or inform any person about any party's alleged noncompliance with this Chapter 14 or City or State law and (ii) the right to inform any person of his or her potential rights under this this Chapter 14 or City or State law and to assist him or her in asserting such rights. Protections under this this Chapter 14 or City or State law shall apply to any employee who mistakenly, but in good faith, alleges noncompliance with this this Chapter 14 or City or State law. Taking adverse action against an employee within 90 days of the employee's exercise of rights protected under this this Chapter 14 or City or State law shall raise a rebuttable presumption of having done so in retaliation for the exercise of such rights.

4-14-22: Additional Operational Requirements in General.

The City Manager may, pursuant to Section 4-14-29, develop additional cannabis business operational requirements or regulations for all authorized commercial cannabis activities as are determined to be necessary to protect the public health, safety, and welfare.

4-14-23: Additional Operating Requirements for Cultivation Sites.

If the City Council should amend this Chapter 14 and Title 15 of the City Municipal Code to permit the issuance of commercial cannabis business permits for the commercial cannabis activity of

cultivation within the City, the City Council shall amend this Section to adopt operating requirements for cultivation within the City.

4-14-24: Additional Operating Requirements for Manufacturing Sites.

If the City Council should amend this Chapter 14 and Title 15 of the City Municipal Code to permit the issuance of commercial cannabis business permits for the commercial cannabis activity of manufacturing within the City, the City Council shall amend this Section to adopt operating requirements for manufacturing within the City.

4-14-25: Additional Operating Requirements for Testing Laboratories.

If the City Council should amend this Chapter 14 and Title 15 of the City Municipal Code to permit the issuance of commercial cannabis business permits for the commercial cannabis activity of testing laboratories within the City, the City Council shall amend this Section to adopt operating requirements for testing laboratories within the City.

4-14-26: Additional Operating Requirements for Distributors.

If the City Council should amend this Chapter 14 and Title 15 of the City Municipal Code to permit the issuance of commercial cannabis business permits for distributors based within the City, the City Council shall amend this Section to adopt operating requirements for distributors based within the City.

4-14-27: Additional Operating Requirements for Retailers.

A. Retailers and the operation thereof shall comply with State law at all times.

B. Prior to dispensing medicinal cannabis or medicinal cannabis products to a qualified patient, a retailer shall verify the age and all necessary documentation of each customer to ensure the customer is not under the age of eighteen (18) years and obtain verification from the recommending physician that the person requesting medicinal cannabis or medicinal cannabis products is a qualified patient, and shall maintain a copy of the physician recommendation or identification card as described in Sections 11362.71 through 11362.77 of State Health & Safety Code, as may be amended from time to time, on site for period of not less than seven (7) years.

C. Prior to dispensing cannabis or cannabis products to an adult-use customer, a retailer shall verify the age and all necessary documentation of each customer to ensure the customer is not under the age of twenty-one (21) years.

D. All restroom facilities shall remain locked and under the control of managers onsite.

E. A retailer shall notify customers (verbally or by written agreement) and by posting of a notice or notices conspicuously in at least 15-point type within the permitted premises that state as follows:

    1. “The sale or diversion of cannabis or cannabis products without a license issued by the City of El Segundo is a violation of State law and the El Segundo Municipal Code.”

2. “Secondary sale, barter, or distribution of cannabis or cannabis products purchased from a permittee is a crime and can lead to arrest."

3. “Customers must not loiter in or near these premises and may not consume cannabis or cannabis products in the vicinity of this business or in any place not lawfully permitted. These premises and vicinity are monitored to ensure compliance."

4. “WARNING: The use of cannabis or cannabis products may impair a person's ability to drive a motor vehicle or operate heavy machinery.”

5. “CALIFORNIA PROP. 65 WARNING: Smoking of cannabis and cannabis-derived products will expose you and those in your immediate vicinity to cannabis smoke. Cannabis smoke is known by the State of California to cause cancer and reproductive harm.”

4-14-28: Additional Operating Requirements for Delivery and Microbusinesses.

A. Delivery shall comply with State law at all times.

B. Security plans developed pursuant to this Chapter 14 shall include provisions relating to vehicle security and the protection of employees and product during loading and in transit.

C. A retailer shall facilitate the delivery of cannabis or cannabis products with a technology platform owned by or licensed to the delivery-only retailer that uses point-of-sale technology to track and database technology to record and store the following information for each transaction involving the exchange of cannabis or cannabis products between the retailer and customer:

1. The identity of the individual dispensing cannabis or cannabis products on behalf of the permittee;

2. The identity of the customer receiving cannabis or cannabis products from the permittee;

3. The type and quantity of cannabis or cannabis products dispensed and received;

4. The gross receipts charged by the permittee and received by the individual dispensing cannabis or cannabis products on behalf of the permittee for the cannabis or cannabis products dispensed and received; and

5. The location or address where the sale or retail sale took place or closed.

D. A permittee shall maintain a database and provide a list of the individuals and vehicles authorized to conduct delivery, and a copy of the valid State driver’s license issued to the driver of any such vehicle on behalf of the retailer to the Chief of Police.

E. Individuals making deliveries of cannabis or cannabis products on behalf of the retailer shall maintain a physical copy of the delivery request (and invoice) and shall make it available upon the request of agents or employees of the City requesting documentation.

F. During delivery, a copy of the permittee's commercial cannabis business permit and State license shall be in the vehicle at all times, and the driver shall make it available upon the request of agents or employees of the City requesting documentation.

G. A retailer shall only permit or allow delivery of cannabis or cannabis products in a vehicle that is (i) insured at or above the legal requirement in the State; (ii) capable of securing (locking) the cannabis or cannabis products during transportation; (iii) capable of being temperature controlled if perishable cannabis or cannabis products is being transported; and (iv) does not display advertising or symbols visible from the exterior of the vehicle that suggest the vehicle is used for cannabis delivery or affiliated with a retailer.

H. A retailer shall facilitate deliveries with a technology platform owned by or licensed to the retailer that uses global positioning system technology to track, and database technology to record and store the following information:

1. The time that the individual conducting delivery on behalf of the retailer departed the licensed premises.

2. The time that the individual conducting delivery on behalf of the retailer completed delivery to the customer.

3. The time that the individual conducting delivery on behalf of the retailer returned to the licensed premises.

4. The route the individual conducting delivery on behalf of the retailer traveled between departing and returning to the licensed premises to conduct delivery.

5. For each individual delivery transaction, the identity of the individual conducting deliveries on behalf of the retailer.

6. For each individual delivery transaction, the vehicle used to conduct delivery on behalf of the retailer.

7. For each individual delivery transaction, the identity of the customer receiving cannabis or cannabis products from the retailer.

8. For each individual delivery transaction, the type and quantity of cannabis or cannabis products dispensed and received.

9. For each individual delivery transaction, the gross receipts charged by the retailer and received by the individual conducting deliveries on behalf of the retailer for the cannabis or cannabis products dispensed and received.

I. The individual making deliveries on behalf of the retailer shall personally verify for each individual delivery transaction the identity of the customer receiving cannabis or cannabis products from the retailer and (a) for medicinal cannabis or medicinal cannabis products to a qualified patient, the age and all necessary documentation of each customer to ensure the customer is not under the age of 18 years and obtain verification from the recommending physician that the person requesting medicinal cannabis or medicinal cannabis products is a qualified patient, and shall maintain a copy of the physician recommendation or identification card as described in Sections 11362.71 through

11362.77 of State Health & Safety Code, as may be amended from time to time, on site for period of not less than seven years or (b) for cannabis or cannabis products to an adult-use customer, age and all necessary documentation of each customer to ensure the customer is not under the age of 21 years.

J. Microbusinesses will be subject to the requirements applicable each relevant commercial cannabis activity.

4-14-29: Promulgation of Regulations, Standards, and Other Legal Duties.

A. Consistently with stated requirements of this Chapter 14 (and in particular not to repeal or constructively repeal this Chapter 14), in addition to any regulations adopted under State law, the City Manager is authorized to establish any additional rules, regulations, and standards governing the issuance, denial or renewal of commercial cannabis business permits, the ongoing operation of cannabis businesses, and the City's oversight, or concerning any other subject determined to be necessary to carry out the purposes of this Chapter 14.

B. Such regulations shall be published on the City's website.

C. Regulations promulgated by the City Manager shall become effective upon date of publication. Cannabis businesses shall be required to comply with all State and local laws and regulations, including but not limited to any rules, regulations or standards adopted by the City Manager.

4-14-30: Community Relations.

A. Each cannabis business shall provide the name, telephone number, and email address of a community relations contact to whom notice of problems associated with the cannabis business can be provided. Each cannabis business shall also provide the above information to all businesses and residences, in the City, located within 150 feet of the cannabis business. Such community relations contact shall respond to any complaints within 48 hours of receipt of such complaints.

B. Cannabis businesses to which a commercial cannabis business permit is issued pursuant to this Chapter 14 shall develop and make available to youth organizations and educational institutions a public education plan that outlines the risks of youth addiction to cannabis, and that identifies resources available to youth related to drugs and drug addiction.

4-14-31: Fees Deemed Debt to City.

The amount of any fee, cost, or charge imposed pursuant to this Chapter 14 shall be deemed a debt to the City that is recoverable via authorized processes as set forth in the City Municipal Code or available through any court of competent jurisdiction.

4-14-32: Permittee, Owner, and Property Owner Responsible for Violations.

A. Each permittee and each owner and each manager of the permittee (and each individual owner and each individual manager of an owner or manager of the permittee) shall be responsible for all violations of the laws of the State or of the regulations and/or the

ordinances of the City occurring within the City or in or about the premises of the cannabis business, if committed by the permittee or any employee or agent of the permittee and whether or not said violations occur within the permittee, owner, or manager's presence.

B. No person may engage in any commercial cannabis activity within the City unless the person is in compliance with the requirements of this Chapter 14.

C. It shall be unlawful to rent, lease, or otherwise permit any commercial cannabis activity at any location, structure, or vehicle in the City by a person (1) that does not have a valid commercial cannabis business permit issued by the City; (2) that does not have a valid State license; (3) that does not have any other applicable approvals, including, but not limited to, a building permit and City business license; or (4) that is not currently in compliance with all applicable State and local laws and regulations pertaining to the commercial cannabis activity. Property owners shall have strict liability for any commercial cannabis activity at any location, structure, or vehicle in the City by a person (1) that does not have a valid commercial cannabis business permit issued by the City or (2) that does not have a valid State license.

4-14-33: Inspection and Enforcement.

A. The City Manager, Chief of Police, or designee(s) charged with enforcing the provisions of the City Municipal Code, or any provision thereof, may enter the location of a cannabis business at any time, without notice, and inspect the location of any cannabis business as well as any recordings and records required to be maintained pursuant to this Chapter 14 or under applicable provisions of State law.

B. It is unlawful for any person having responsibility over the operation of a cannabis business, to impede, obstruct, interfere with, or otherwise not to allow, the City to conduct an inspection, review or copy records, recordings, or other documents required to be maintained by a cannabis business under this Chapter 14 or under State or local law. It is also unlawful for a person to conceal, destroy, deface, damage, or falsify any records, recordings or other documents required to be maintained by a cannabis business under this Chapter 14 or under State or local law.

C. The City Manager, Chief of Police, or designee(s) charged with enforcing the provisions of this Chapter 14 may enter the location of a cannabis business at any time during the hours of operation and without notice to obtain samples of the cannabis to test for public safety purposes. Any samples obtained by the City shall be logged, recorded, and maintained in accordance with the City Police Department standards for evidence.

4-14-34: Concurrent Regulation with State.

It is the stated intent of this Chapter 14 to regulate commercial cannabis activity in the City concurrently with the State.

4-14-35: Violations Declared a Public Nuisance.

Each and every material violation of the provisions of this Chapter 14 is hereby deemed unlawful and a public nuisance.

4-14-36: Each Violation a Separate Offense.

Each and every violation of this Chapter 14 shall constitute a separate violation and shall be subject to all remedies and enforcement measures authorized by the City Municipal Code. Additionally, as a nuisance per se, any material violation of this Chapter 14 shall be subject to injunctive relief, any commercial cannabis business permit issued pursuant to this Chapter 14 being deemed null and void, disgorgement, and payment to the City of any monies unlawfully obtained, costs of abatement, costs of investigation, attorney's fees, and any other relief or remedy available at law or in equity. The City may also pursue any and all remedies and actions available and applicable under State and local laws for any violations committed by the cannabis business or persons related to, or associated with, the commercial cannabis activity. Additionally, when there is determined to be an imminent threat to public health, safety or welfare, the City Manager, Chief of Police, or designee(s), may take immediate action to temporarily suspend a commercial cannabis business permit issued by the City, pending a public hearing before the City Council.

4-14-37: Criminal Penalties.

Each and every material violation of the provisions of this Chapter 14 may be prosecuted as a misdemeanor and upon conviction be subject to a fine not to exceed $1,000 or imprisonment in the County jail for a period of not more than six months, or by both such fine and imprisonment. Each day a material violation is committed or permitted to continue shall constitute a separate offense.

4-14-38: Remedies Cumulative and Not Exclusive.

The remedies provided herein are not to be construed as exclusive remedies. The City is authorized to pursue any proceedings or remedies provided by law.

SECTION 5. Chapter 13B (Cannabis-Related Uses and Activities) of Title 15 (Zoning Regulations) of the City Municipal Code is hereby repealed in its entirety and amended to read as follows:

Chapter 13B: PERSONAL CANNABIS CULTIVATION

15-13B-1: Definitions.

The definition of "cannabis" and related terms for the purpose of this Chapter 13B are contained in Section 4-14-3 of the City Municipal Code.

15-13B-2: Prohibited Uses and Activities.

The establishment or operation of any commercial cannabis activity, cannabis-related activity, cannabis storage facility, or cannabis business, including any business licensed by the State or other government entity pursuant to MAURSCA, as it may be amended from time to time, shall comply with Chapter 14 of Title 4 of the City Municipal Code.

15-13B-3: Cultivation of Cannabis for Personal Use.

A. Outdoor Cultivation: The outdoor cultivation of cannabis is prohibited in the City regardless of purpose.

B. Indoor Cultivation: Not more than six (6) plants may be cultivated, planted, harvested, dried, processed, or possessed at one time by persons 21 years of age or older when conducted within a single private residence and in a manner consistent with section 11362.2 of the State Health and Safety Code and any other applicable regulations.

15-13B-4: Interpretation.

The intent of this Chapter 13B is to prohibit the personal cultivation of cannabis, whether medical or recreational in nature, to the maximum extent allowed under State law. Nothing in this Chapter 13B should be interpreted as allowing behavior otherwise prohibited by State law and nothing in this Chapter 13B should be interpreted as prohibiting conduct that the City is expressly preempted from prohibiting under State law.

SECTION 6. Section 15-1-6 (Definitions) of Chapter 1 (Title; Interpretation; Definitions) of Title 15 (Zoning Regulations) of the City Municipal Code is hereby amended by repealing the following (with the definitions of such Section 15-1-6 appropriately reordered in sequence):

~~CANNABIS: All parts of the plant Cannabis sativa Linnaeus, Cannabis indica, or Cannabis ruderalis, whether growing or not; the seeds thereof; the resin, whether crude or purified, extracted from any part of the plant; and every compound, manufacture, salt, derivative, mixture, or preparation of the plant, its seeds, or resin, including cannabis infused in foodstuff or any other ingestible or consumable product containing cannabis. "Cannabis" also means the separated resin, whether crude or purified, obtained from cannabis. The term "cannabis" includes "medical cannabis" for the purposes set forth in the Compassionate Use Act of 1996 (Proposition 215), found at section 11362.5 of the Health and Safety Code. "Cannabis" does not include the mature stalks of the plant, fiber produced from the stalks, oil or cake made from the seeds of the plant, any other compound, manufacture, salt, derivative, mixture, or preparation of the mature stalks (except the resin extracted therefrom), fiber, oil, or cake, or the sterilized seed of the plant which is incapable of germination. "Cannabis" does not mean "industrial hemp" as defined by section 11018.5 of the Health and Safety Code.~~

~~CANNABIS ACCESSORIES: Any equipment, products or materials of any kind which are used or designed for use in planting, propagating, cultivating, growing, harvesting, manufacturing, compounding, converting, producing, processing, preparing, testing, analyzing, smoking, or vaporizing cannabis, or for ingesting, inhaling, or otherwise introducing cannabis or cannabis products into the human body.~~

~~CANNABIS CULTIVATION: Any activity involving the planting, growing, cultivating, harvesting, drying, curing, grading, trimming or processing of cannabis.~~

~~CANNABIS CULTIVATION FACILITY: A facility where cannabis is cultivated, prepared, and packaged for sale to cannabis dispensaries, to cannabis product manufacturing facilities, or to other cannabis cultivation facilities, but not to consumers.~~

~~CANNABIS DELIVERY: The commercial transfer of cannabis or cannabis products to a customer. "Delivery" also includes the use by a retailer of any technology platform owned and controlled by the retailer, or independently licensed under this division, that enables customers to arrange for or facilitate the commercial transfer by a licensed retailer of cannabis or cannabis products.~~

~~CANNABIS DISPENSARY: A facility or location, whether fixed or mobile, where cannabis, cannabis products, or devices for the use of cannabis are offered, made available to, or provided,~~

~~either individually or in any combination, with or without remuneration, for medical, recreational, or other purposes.~~

~~CANNABIS DISTRIBUTION: The procurement, sale, and transport of cannabis and cannabis products between State-licensed entities for commercial use purposes.~~

~~CANNABIS ESTABLISHMENT: A cannabis cultivation facility, a cannabis testing facility, a cannabis product manufacturing facility, or a cannabis dispensary.~~

~~CANNABIS MANUFACTURE: To compound, blend, extract, infuse, or otherwise make or prepare a cannabis product.~~

~~CANNABIS PRODUCT MANUFACTURING FACILITY: A facility where cannabis and cannabis products are manufactured, prepared and packaged for sale to other cannabis product manufacturing facilities or to cannabis dispensaries, but not to consumers.~~

~~CANNABIS PRODUCTS: Cannabis that has undergone a process whereby the plant material has been transformed into a concentrate, including, but not limited to, concentrated cannabis, or an edible or topical product containing cannabis or concentrated cannabis and other ingredients.~~

~~CANNABIS-RELATED ACTIVITY: Any commercial cannabis activity, cultivation of cannabis, delivery of cannabis or cannabis products, distribution of cannabis or cannabis products, dispensing of cannabis or cannabis products, manufacture of cannabis or cannabis products, sale of cannabis or cannabis products, and the operation or establishment of a cannabis or medical cannabis cooperative, dispensary, delivery service, or provider. "Cannabis-related activity" does not include the cultivation, planting, harvesting, drying, processing or possession of up to six (6) cannabis plants at one time by persons twenty one (21) years of age or older when conducted within a single private residence and in a manner consistent with Health and Safety Code section 11362.2 and any other applicable regulations.~~

~~CANNABIS STORAGE FACILITY: A facility used for the storage of cannabis, cannabis products or cannabis accessories.~~

~~CANNABIS TESTING FACILITY: A facility where cannabis is analyzed and certified for safety and potency.~~

~~COMMERCIAL CANNABIS ACTIVITY: The cultivation, possession, manufacture, distribution, processing, storing, laboratory testing, packaging, labeling, transportation, delivery, or sale of cannabis and cannabis products.~~

SECTION 7. Chapter 15-7B (Multimedia Overlay (MMO) District) of Title 15 (Zoning) of the El Segundo Municipal Code is amended to include a new Section 15-7B-11 which will read as follows:

15-7B-11: Commercial Cannabis Retailer.

Notwithstanding anything in this Chapter 15-7B to the contrary, cannabis retailers meeting the requirements of Chapter 4-14 (Commercial Cannabis Activity) of this Code are permitted in the MMO District as such use complements the creative, independent artistry foundational to the MMO District.

SECTION 8. ENVIRONMENTAL REVIEW. The actions contemplated herein have been reviewed pursuant to the California Environmental Quality Act (Public Resources Code §§ 21000, et seq., "CEQA") and the regulations promulgated thereunder (14 Cal. Code of Regulations §§15000, et seq., the "CEQA Guidelines"). Based upon that review, the actions contemplated therein are exempt from CEQA, pursuant to: CEQA Guidelines § 15061(b)(3), the "common sense" exemption"; categorical exemption Class 8 (Actions by Regulatory Agencies for the Protection of the Environment), per CEQA Guidelines § 15308, without qualifying for any exceptions to the exemptions, as set forth in CEQA Guidelines § 15300.2; and CEQA Guidelines § 15783 (Projects Consistent with Zoning).

SECTION 9. Conflicting Measures. The People of the City find and declare that the provisions of the Measure relating to the regulation of commercial cannabis activity in the City may conflict with one or more provisions of other initiative measures. It is the intent of the People that if the Measure receives a greater number of affirmative votes than a conflicting measure at the same election, this Measure shall prevail in its entirety over a conflicting measure.

SECTION 10. Severability. If any provision, section, paragraph, sentence, phrase, or word of the Measure is rendered or declared invalid, illegal, or unconstitutional by any final action in a court of competent jurisdiction or by reason or any preemptive legislation, such unconstitutionality illegality or invalidity shall only affect such provision, section, paragraph, sentence, phrase, or word and shall not affect or impair any remaining provisions, sections, paragraphs, sentences, phrases, or words, or the application of the Measure to any other person or circumstance, and to that end, the provisions hereof are severable. It is hereby declared to be the intention of the People of the City that that the Measure would have been adopted had such unconstitutional illegal or invalid provision, section, paragraph, sentence, phrase, or word not been included herein.

SECTION 11. Liberal Construction. The Measure is an exercise of the initiative power of the People of the City to provide for safe and regulated access to cannabis and cannabis products, and shall be liberally construed to effectuate that purpose.

SECTION 12. Legal Defense. If approved by a simple majority of voters, and thereafter challenged in court of competent jurisdiction, the City shall defend the Measure in such court of competent jurisdiction. The People of the City by approving this Measure by a simple majority of voter hereby declare that the proponent(s) of the Measure have a direct and personal stake in defending the Measure from constitutional or statutory challenges to the Measure's validity or implementation. In the event the City fails to defend the Measure, or the City fails to appeal an adverse judgment against this Measure, in whole or in part, in any court of competent jurisdiction, the Measure's proponent(s) shall be entitled to assert his, her, or their direct personal stake by defending the Measure's validity and implementation in any court of competent jurisdiction and shall be empowered by the People through this Measure to act as agents of the People of the City, and the City shall indemnify the proponent(s) for reasonable attorneys' fees.

SECTION 13. Effective Date. Pursuant to Elections Code Section 9217, the Measure shall be in full force and effect upon the tenth day following certification by the City Council of the election returns indicating passage of the Measure by a majority of the voters casting votes on the Measure.

Print Form

Notice of Exemption

Appendix E

To: Office of Planning and Research
P.O. Box 3044, Room 113
Sacramento, CA 95812-3044

County Clerk
County of: Los Angeles
12400 Imperial HIghway
Norwalk, CA 90650

From: (Public Agency): City of El Segundo
350 Main Street
El Segundo, CA 90245
(Address)

Project Title: City of El Segundo Cannabis Ordinance

Project Applicant: City of El Segundo

Project Location - Specific:

Citywide

Project Location - City: El Segundo Project Location - County: Los Angeles

Description of Nature, Purpose and Beneficiaries of Project:

The City is proposing the Cannabis Ordinance (Project) in order to amend the City's current Municipal Code Chapter 14 of Title 4 to remove the current restriction on all commercial cannabis activity and to authorize permitted commercial cannabis activity within the Multimedia Overlay (MMO) zoning district within the City and to provide additional restrictions for the citing of commercial cannabis activity. See attached memorandum for additional details.

Name of Public Agency Approving Project: City of El Segundo

Name of Person or Agency Carrying Out Project: City of El Segundo

Exempt Status: **(check one):**

- ☐ Ministerial (Sec. 21080(b)(1); 15268);
- ☐ Declared Emergency (Sec. 21080(b)(3); 15269(a));
- ☐ Emergency Project (Sec. 21080(b)(4); 15269(b)(c));
- ☑ Categorical Exemption. State type and section number: CommonSense 15061(b)(3); 15308 Actions by Regulatory Agencies; 15183 Special Situations
- ☐ Statutory Exemptions. State code number: _____

Reasons why project is exempt:

The El Segundo Cannabis Ordinance Project is exempt pursuant to CEQA Guidelines Section 15061(b)(3), the common sense exemption, as the Project can be seen with certainty that there is no possibility that it may have a significant effect on the environment, Class 8 (Section 15308) Actions by Regulatory Agencies for Protection of the Environment, and Special Situations (Section 15183) Projects Consistent with a Community Plan,General Plan, or Zoning. See the attached memorandum for additional details.

Lead Agency Contact Person: Michael Allen Area Code/Telephone/Extension: (310)524-2345

If filed by applicant:

1. Attach certified document of exemption finding.
2. Has a Notice of Exemption been filed by the public agency approving the project? ☐ Yes ☐ No

Signature: _____ Date: _____ Title: Development Services Director

▪ Signed by Lead Agency ☐ Signed by Applicant

Authority cited: Sections 21083 and 21110, Public Resources Code.
Reference: Sections 21108, 21152, and 21152.1, Public Resources Code.

Date Received for filing at OPR: _____

Revised 2011

ESA

626 Wilshire Boulevard
Suite 1100
Los Angeles, CA 90017
213.599.4300 phone
213.599.4301 fax

esassoc.com

memorandum

date	May 31, 2022
to	Michael Allen, AICP, Development Services Director
from	Mike Harden, Senior Managing Associate, and Christina Maxwell, Managing Planner
subject	El Segundo Cannabis Ordinance Project – Notice of Exemption Supporting Memorandum

The purpose of this memorandum is to document the reasons why the El Segundo Cannabis Ordinance (Project) proposed by City of El Segundo (City) is exempt from environmental review pursuant to the California Environmental Quality Act (CEQA).

Project Description

The City is proposing the Project to amend the City's current Municipal Code Chapter 14 of Title 4 to remove the current prohibition on all commercial cannabis activity and to authorize permitted commercial cannabis activity within certain zoning districts. The Ordinance also provides additional restrictions for the citing of commercial cannabis activities within the City. The Ordinance restricts cannabis retailers to be permitted by right in the Multimedia Overlay District (MMO). The Project includes additional restrictions such as providing required minimum distances from schools, day care centers, and youth centers, prohibiting these uses from being location on the frontage of a major arterial street, and a minimum 1,750 square feet of gross floor area.

Project Purpose

The purpose of the Cannabis Ordinance is to terminate the existing prohibition of commercial cannabis activity per the City's existing Municipal Code Section 4-14-2 (Commercial Marijuana Activity Prohibited), and to establish regulations on the conduct of business and use of land for commercial cannabis activities to protect the City's neighborhoods, residents, and businesses from negative impacts. The purpose and intent of the Project is further to regulate the cultivation, manufacturing, processing, testing, distribution, and retail sale and delivery of cannabis and cannabis products in a manner which is responsible, which protects the health, safety, and welfare of the residents of the City, and which enforces rules and regulations consistent with State law. The proposed regulations are in the interest of the public health, safety and welfare of the City, which includes protection of the environment.

Exemption Status

The Project is exempt from CEQA under the common sense exemption per CEQA Guidelines Section 15061(b)(3) and the categorical exemption Class 8, Actions by Regulatory Agencies for the Protection of the Environment, per CEQA Guidelines Section 15308. The Project is not subject to any exceptions to the

exemptions as set forth in CEQA Guidelines Section 15300.2. Furthermore, the Project is also subject to the Special Situations for Projects Consistent with Zoning per CEQA Guidelines Section 15183.

Reasons Why the Project is Exempt

Section 15061(b)(3) Common Sense Exemption

The Project establishes commercial cannabis activities as permitted by right within the MMO District. As stated in Section 15-7B-1 of the City's Municipal Code, it is the intent of the MMO District to allow for the coexistence of uses permitted in the underlying zone along with the possibility of multimedia uses. Therefore, the MMO District, as an overlay district, encompasses other commercial and industrial zoning districts within the City. The Project does not alter the development assumptions of the MMO District or the underlying districts within the MMO District. The development densities, intensities, and standards of all zoning districts would continue to apply as analyzed in the City's 1991 General Plan Update EIR, and Zoning Ordinance. Therefore, the intent of the Ordinance is to limit the development of future commercial cannabis activities to locations within the City that would not result in additional environmental impacts than was previously anticipated for future buildout of the General Plan and to provide additional restrictions for the protection of the environment and the community. For example, in addition the restricting commercial cannabis activities to the MMO District, the Ordinance also prohibits the permitting of cannabis retailers along major streets/arterials, within 1,000 feet from school or day care centers, within 600 feet of youth centers, and in areas with a gross floor area no less than 1,750 square feet.

While the Project permits commercial cannabis activities by right within the MMO District, the Ordinance also explicitly states that the location and design for such uses shall be at the sole discretion of the City Council, including the possibility that future proposed cannabis activities may not be considered a type of commercial cannabis activity permitted to be based within the City.

The Project itself as a policy action does not approve the development of any commercial cannabis activities within the City and would not result in any direct physical impacts to the environment. In addition, the Project would not alter the development assumptions for the City's existing zoning districts, resulting in reasonably foreseeable impacts from anticipated future development. Furthermore, all future discretionary projects for commercial cannabis activities within the City would be subject to project-level environmental review under CEQA and would be subject to review and approval by the City, as applicable. Therefore, it can be seen with certainty that there is no possibility that the Project may have a significant effect on the environment.

Section 15308 (Class 8) Actions by Regulatory Agencies for Protection of the Environment

The Ordinance constitutes a regulatory action by the City, as authorized by state and local law, where the regulatory process involves procedures for the protection of the environment. Specifically, the City has the authority to regulate the issuance of commercial cannabis business permits and to prohibit delivery of cannabis and cannabis products within the City by cannabis retailers except by retailers permitted by the revisions to Chapter 14. By limiting permitted commercial cannabis activity to the MMO District, the City has determined commercial cannabis activities, at the discretion of the City, may be considered a conforming use within this district, and would be considered nonconforming uses for all other zoning districts. The Ordinance would not permit by right commercial cannabis activities in zoning districts that would result in incompatible land use developments and would therefore enhance and protect the environment.

In addition to the elimination of the potential for land use incompatibility, the Ordinance includes the following restrictions for the protection of the environment:

> *D. Each cannabis business shall:*
>
> *1. Be constructed in a manner that prevents odors to surrounding uses, and promotes quality design and construction, and consistency with the surrounding properties. Odors from the cannabis business shall not be detectable from outside the premises and adequate odor control technology shall be utilized;*
>
> *2. Be provided with adequate electricity, sewerage, disposal, water, fire protection, and storm drainage facilities for the intended purpose; and*
>
> *3. Provide and maintain a neighborhood compatibility plan so the City Manager or designee(s) may find that the cannabis business and its operating characteristics are not detrimental to the public health, safety, convenience, or welfare of persons residing, working, visiting, or recreating in the surrounding neighborhood and will not result in the creation of a nuisance.*

While the Project does not approve the development for any commercial cannabis activities, the regulatory framework within the Ordinance provides the policies above for the protection of the environment during project-level review and approval of future discretionary actions related to commercial cannabis activity within the City. For example, the neighborhood compatibility plan would address site-specific issues for future development projects including traffic, access and circulation to ensure the proposed development would not be incompatible with the surrounding land uses, even though the proposed use may be located within the permitted zoning district. The neighborhood compatibility plan would help inform the City's discretionary review of future proposed commercial cannabis activities.

Section 15183 Special Situations for Projects Consistent with Zoning

In addition to ensuring compatibility with the existing land uses, the Ordinance would not alter the development assumptions of the existing MMO District and underlying zoning districts within the MMO District, where cannabis retailers would be considered a permitted use. The Project would not change the development densities, intensities, standards or land use policies established by the City's current General Plan, and Zoning Ordinance as analyzed in the City's certified EIR for the 1991 General Plan Update. Therefore, the Project would permit by right commercial cannabis activities within the MMO District consistent with all existing standards and regulations for this zoning district in addition to the regulations set forth in the proposed Ordinance. In addition, the Project does not approve any development projects and would not result in any physical development. All future discretionary projects for the development of commercial cannabis activities would be subject to individual project-level review, at which time the City will determine if each discretionary project is consistent with the stipulations of this Ordinance, the existing zoning regulations, and if the project is exempt or subject to additional project-level review under CEQA.

Exceptions to the Exemptions

The application of classes of categorical exemptions to the Project is not barred by one of the exceptions set forth in CEQA Guidelines Section 15300.2 in that there is not substantial evidence in the record that an exception applies, including as follows:

- **Location:** The Project is a citywide policy action. There is no substantial evidence in the record to demonstrate that the Project will result in a significant impact to the environment based on the location of the Project.

- **Cumulative Impact:** The Project is a policy action. All future discretionary projects implemented as a result of the Project would be subject to project-level environmental review under CEQA and would include an analysis of potential cumulative impacts. No substantial evidence in the record demonstrates that the cumulative impact of the Ordinance, which provides restrictions for future projects, would result in significant cumulative impact under CEQA.

- **Significant Effect:** No substantial evidence in the record demonstrates that there are unusual circumstances presented by the Project or that there is a reasonable possibility that the Project will have a significant effect on the environment due to any such unusual circumstance under CEQA.

- **Scenic Highways:** No substantial evidence in the record demonstrates that the Project, which does not include physical development or allow for uses beyond the existing land use and development standards approved by the City, may result in damage to scenic resources including, but not limited to, trees, historic buildings, rock outcroppings, or similar resources, within a highway officially designated as a state scenic highway.

- **Hazardous Waste Sites:** The Project is a citywide policy action. No substantial evidence in the record demonstrates that the Project would impact sites on the list of hazardous waste sites compiled pursuant to Section 65962.5 of the Government Code. While there may be hazardous waste sites within the permitted zoning districts for commercial cannabis activities, future development of such activities pursuant to this Ordinance would be subject to project-level discretionary review to determine potential site-specific environmental impacts.

- **Historical Resources:** No substantial evidence in the record demonstrates that the Cannabis Ordinance may cause a substantial adverse change in the significance of a historical resource under CEQA

Future Discretionary Development Projects

As described above, future development of commercial cannabis activities would be permitted by right within the City's existing MMO District. The City generally is largely developed, and this zoning district in particular is already heavily developed with industrial and commercial uses. Therefore, it is likely that future development projects facilitated by the Project may also be exempt under CEQA per Section 15332 (Class 32, Infill Development Projects). However, as stated in the Ordinance, discretionary review is required for the Use Permits by the City Council for each applicant seeking to operate commercial cannabis activities within the City and project-level CEQA review is required for all future discretionary projects.

City Council Agenda Statement

Meeting Date: June 7, 2022
Agenda Heading: Staff Presentations
Item Number: D.12

TITLE:

Resolution Submitting a Voter Initiative Regulating Commercial Cannabis to the Voters per Elections Code § 9215

RECOMMENDATION:

1. Adopt a resolution submitting a voter initiative regarding commercial to the voters at the November 8, 2022 election per Elections Code § 9215 and finding such voter initiative exempt from CEQA pursuant to CEQA Guidelines §§ 15062(c)(2), 15062(c)(3), and the holding in Tuolumne Jobs & Small Businesses Alliance v. Superior Court (2014) 59 Cal.4th 1029.

2. If desired, authorize one or more members of the City Council to file a written argument against the voter initiative on behalf of the City Council.

3. If desired, direct the City Attorney to prepare an impartial analysis of the voter initiative.

FISCAL IMPACT:

$55,000 based on a County estimate for an election considering two Council Member seats and two measures. With the addition of a third measure, the fiscal impact could increase. The City would incur costs in carrying out the commercial cannabis program implementation and ongoing maintenance and inspections costs.

BACKGROUND:

On January 21, 2022, voter initiative ("Voter Initiative") proponent, Sandra Spiker, filed a petition ("Petition") with the City Clerk. On March 1, 2022, the City Council adopted a resolution approving the City Clerk's certification of the Petition's sufficiency and directed the submission of the Voter Initiative to the voters concurrently with the calling of the City's November 8, 2022 general municipal election. On June 7, 2022, the City Council adopted resolutions to call and give notice of the City's general municipal election (the "City Election") to take place on November 8, 2022 and request the Los

Angeles County (the “County”) to consolidate the City Election with the County-administered general election to be held on the same date.

DISCUSSION:

Elections Code § 9215 requires the City Council to submit the Voter Initiative ballot measure to the voters at the City Election. The attached Resolution, with the Voter Initiative attached, would: submit the Voter Initiative to the voters in the form of the question indicated below; request the County to provide certain election services; and set priorities and deadlines for the filing of written arguments and rebuttals for the Initiative.

Ballot tab text:

Voter Initiative for Commercial Cannabis Regulation. Shall an ordinance be adopted to repeal the City’s current prohibition on commercial cannabis activities to authorize up to two commercial cannabis retailers in the General Commercial and Smokey Hollow West zones primarily west of Pacific Coast Highway by right with sensitive receptor buffers subject to a City permitting process; and authorize the City Council to subsequently regulate non-retail cannabis businesses?	YES
	NO

With regard to a citizen initiative, Elections Code § 9282(a) authorizes the City Council only to submit an argument against the measure. Staff requests that the City Council determine if it seeks to file an argument against the Voter Initiative and, if so, designate at least one member of the City Council to file a written argument against the measure on behalf of the entire City Council.

If directed by the City Council, the City Attorney must prepare an impartial analysis of the Voter Initiative that would be included in the ballot materials (Elec. Code, § 9280.) Staff requests that the City Council determine if it seeks to direct the City Attorney to prepare such an analysis.

If the Voter Initiative and City regulatory commercial cannabis initiative ("City Initiative") are both submitted to the voters at the City Election, they would appear as separate items on the ballot for which voters would each vote "yes" or "no." Each would require a majority of the votes cast (50% plus 1) to pass. If only one measure receives a majority, then that measure would become law. If both receive a majority, the one with the most votes would prevail.

CITY STRATEGIC PLAN COMPLIANCE:

PREPARED BY:
Joaquin Vasquez, Assistant City Attorney
REVIEWED BY:
Mark Hensley, City Attorney
APPROVED BY:
Barbara Voss, Deputy City Manager

ATTACHED SUPPORTING DOCUMENTS:

1. Resolution - Voter Initiative
2. Exhibit A to Resolution

RESOLUTION NO. _____-

A RESOLUTION SUBMITTING A VOTER INITIATIVE TO THE VOTERS PURSUANT TO ELECTIONS CODE § 9215 AMENDING PORTIONS OF EL SEGUNDO MUNICIPAL CODE TITLES 4 AND 15 TO REGULATE AND PERMIT COMMERCIAL CANNABIS, REQUESTING LOS ANGELES COUNTY TO PROVIDE SPECIFIC ELECTION SERVICES, AND SETTING REQUIREMENTS FOR FILING WRITTEN ARGUMENTS AND REBUTTALS, AND DIRECTING THE CITY ATTORNEY TO PREPARE AN IMPARTIAL ANALYSIS.

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

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

A. On January 21, 2022, voter initiative ("Voter Initiative") proponent, Sandra Spiker, filed a petition ("Petition") with the City Clerk.

B. On March 1, 2022, the City Council adopted Resolution No. ____ approving the City Clerk's certification of the Petition's sufficiency and directed the submission of the Voter Initiative to the voters concurrently with the calling of the City's November 8, 2022 general municipal election.

C. On June 7, 2022, the City Council adopted Resolution No. ____ to call and give notice of the City's general municipal election (the "City Election") to take place on November 8, 2022.

D. On June 7, 2022, the City Council adopted Resolution No. ____ requesting Los Angeles County (the "County") to consolidate the City Election with the County-administered general election to also be held on November 8, 2022.

E. The City Council requests that the County's consolidation of the City Election include the ballot measure proposed in this Resolution for all relevant purposes.

F. The City Council seeks to submit the Voter Initiative to the voters, as mandated under Elections Code § 9215.

G. The City Council also seeks to: request the County to provide certain election services; set priorities for the filing of written arguments and rebuttals for the Initiative; and direct the City Attorney to prepare an impartial analysis of the Voter Initiative.

SECTION 2. *Submission of Voter Initiative to Voters.*

A. Pursuant to Elections Code § 9215, the City Council places the Voter Initiative on the ballot for the City Election scheduled for November 8, 2022. The form of the Voter Initiative is attached hereto as Exhibit "A."

B. The Voter Initiative will be printed in the City Election ballots in substantially the following form:

Voter Initiative for Commercial Cannabis Regulation. Shall an ordinance be adopted to repeal the City's current prohibition on commercial cannabis activities to authorize up to two commercial cannabis retailers in the General Commercial and Smokey Hollow West zones primarily west of Pacific Coast Highway by right with sensitive receptor buffers subject to a City permitting process; and authorize the City Council to subsequently regulate non-retail cannabis businesses?	YES
	NO

C. The vote requirement for passage of the proposed ballot measure is a majority of the votes cast (50% plus 1).

SECTION 3. *Request for County Election Services.*

A. In addition to the previously requested consolidation of the City Election and related request for associated County services, the City Council requests the County, with respect to the Voter Initiative to take any and all additional steps necessary for the holding of the City Election requested to be consolidated, including, without limitation, mailing of the ballot question, ballot arguments, rebuttals, and the City Attorney's impartial analysis to voters and canvassing the election results.

B. The City will reimburse the County for additional costs imposed by the addition of the proposed Voter Initiative ballot measure to the City Election ballot.

SECTION 4. *Ballot Arguments and Rebuttals.*

A. All arguments and rebuttals for the Voter Initiative ballot measure must comply with Elections Code § 9280 et seq., including, without limitation, the following requirements:

1. Ballot arguments must not exceed 300 words in length;

2. Ballot arguments cannot be accepted unless accompanied by the printed name and signature or printed names and signatures of the author or authoirs submitting it, or if submitted on behalf of an organization, the name of the organization and the printed name and signature of at least one of its principal officers who is the author of the argument.

3. No more than five signatures may appear with any ballot argument submitted.

B. Pursuant to Elections Code § 9282(a), the person who filed the Voter Initiative may file a written argument in favor of the Voter Initiative ballot measure.

C. Pursuant to Elections Code § 9282(a), the City Council authorizes _____ to file a written argument against the Voter Initiative ballot measure on behalf of the City Council.

D. Ballot arguments must be submitted to the City Clerk on or before August 19, 2022.

E. Pursuant to Elections Code § 9285(a), the City Clerk will send a copy of the selected arguments for and against the Voter Initiative ballot measure to the necessary parties.

F. The authors of arguments for or against the Voter Initiative ballot measure may prepare and submit a rebuttal argument or authorize, in writing, nother person or persons to prepare, submit, or sign the rebuttal.

G. The authors of arguments for or against the Voter Initiative ballot measure must submit any rebuttal to the City Clerk on or before August 29, 2022.

H. Rebuttals may not exceed 250 words in length.

SECTION 5. *City Attorney Impartial Analysis*. The City Council directs the City Clerk to deliver a copy of the Voter Initiative ballot measure to the City Attorney who will prepare an impartial analysis of the proposed measure pursuant to Elections Code § 9280. The City Attorney must file the impartial analysis with the City Clerk on or before August 19, 2022 and may not exceed 500 words in length.

SECTION 6. *Environmental Review.* The provisions of the proposed Voter Initiative were reviewed pursuant to the California Environmental Quality Act (Public Resources Code §§ 21000, et seq., "CEQA") and the regulations promulgated thereunder (14 Cal. Code of Regulations §§15000, et seq., the

"CEQA Guidelines"). Based upon that review, the actions contemplated therein are categorically exempt from CEQA, pursuant to CEQA Guidelines §§ 15060(c)(2) and 15060(c)(3) and the holding by the State Supreme Court in *Tuolumne Jobs & Small Business Alliance v. Superior Court* (2014) 59 Cal.4th 1029.

SECTION 7. *Electronic Signatures.* This Resolution may be executed with electronic signatures in accordance with Government Code §16.5. Such electronic signatures will be treated in all respects as having the same effect as an original signature.

SECTION 8. *Signature Authority*. The Mayor, or presiding officer, is hereby authorized to affix his signature to this Resolution signifying its adoption by the City Council of the City of El Segundo, and the City Clerk, or her duly appointed deputy, is directed to attest thereto.

SECTION 9. *Effective Date.* This Resolution will take effect immediately upon adoption and will remain effective unless repealed or superseded.

SECTION 10. *City Clerk Actions*. The City Clerk will certify to the passage and adoption of this Resolution, enter it in the City's book of original Resolutions, and make a record of this action in the meeting's minutes. The City Clerk is directed to file a certified copy of this Resolution with the County.

PASSED AND ADOPTED this ___ day of _____, 2022.

_____
Drew Boyles, Mayor

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

I, Tracy Weaver, City Clerk of the City of El Segundo, California, hereby certify that the whole number of members of the City Council of the 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 _____, 2022, and the same was so passed and adopted by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

_____
Tracy Weaver, City Clerk

APPROVED AS TO FORM:
MARK HENSLEY, CITY ATTORNEY

_____
Joaquin Vazquez, Deputy City Attorney

EXHIBIT “A”
VOTER INITIATIVE

NOTICE OF INTENT TO CIRCULATE INITIATIVE PETITION FOR THE EL SEGUNDO CANNABIS REGULATION AND PUBLIC SAFETY MEASURE

(Cal. Elect. Code § 9202)

NOTICE OF INTENT TO CIRCULATE PETITION

Notice is hereby given by the persons whose names appear hereon of their intention to circulate the petition within the City of El Segundo for the purpose of adopting an initiative that will enact provisions regarding the regulation of commercial cannabis activity in the City.

A statement of the reasons of the proposed action as contemplated in said petition is as follows (up to 500 words):

The purpose and intent of this Measure is to accommodate the needs of medically-ill persons in need of cannabis for medicinal purposes, as advised and recommended by their health care provider(s), and adults over the age of twenty-one (21), and to implement State of California ("State") law, which includes, but is not limited to the provisions of the Medicinal & Adult-Use Cannabis Regulation & Safety Act, as may be amended and augmented under State law, while imposing regulations on the conduct of business and use of land to protect the City of El Segundo's (the "City") neighborhoods, residents, and businesses from negative impacts. It is a further purpose and intent of this Measure to regulate the cultivation, manufacturing, processing, testing, distribution, and retail sale and delivery of cannabis and cannabis products in a manner which is responsible, which protects the health, safety, and welfare of the residents of the City, and which enforces rules and regulations consistent with State law. In part to meet these objectives, a commercial cannabis business permit shall be required to own or to operate a cannabis business within the City. Further, this Measure's requirement for a cannabis business to possess a commercial cannabis business permit is in addition to any other permits, licenses, and approvals which may be required to conduct business in the City, and is in addition to any permits, licenses, and approvals required under State or County of Los Angeles law.

Sandra Spiker
NAME OF PROPONENT

624 Sheldon Street
El Segundo, CA 90245
PROPONENT'S ADDRESS

Sandra L Spiker
PROPONENT'S SIGNATURE

July 19, 2021
DATE

RECEIVED
CITY CLERK'S OFFICE
07.20.21
1:23 PM

July 19, 2021

Ms. Tracy Weaver
City Clerk
City Hall, City of El Segundo
350 Main Street
El Segundo, CA 90245

Dear City Clerk Weaver:

RE: Request for Official Ballot Title and Summary/Statement of Proponent for El Segundo Cannabis Regulation and Public Safety Measure

I, Sandra Spiker, am a proponent of the initiative measure that is attached to this letter. Pursuant to Elections Code section 9203, I request that officials of the City of El Segundo, including the City Attorney, proceed with the process of preparing an Official Ballot Title and Summary with respect to the aforementioned initiative measure.

I hereby appoint the attorneys of the Kaufman Legal Group, Damian A. Martin, and their designees to be my representatives for all purposes and communications related to this effort.

Correspondences regarding initiative process may be sent to:

George M. Yin
Kaufman Legal Group
777 S. Figueroa Street, Ste. 4050
Los Angeles, CA 90017
Phone: (213) 452-6565
Email: gyin@kaufmanlegalgroup.com

Damian A. Martin
6700 Pacific Coast Hwy, Ste. 201
Long Beach, CA 90803
Phone: (757) 652-0460
Facsimile: (323) 978-0996
Email: damian.martin.esq@gmail.com

ACKNOWLEDGMENT
(Per Elections Code § 9608)

I, Sandra Spiker, acknowledge that it is a misdemeanor under state law (Section 18650 of the Elections Code) to knowingly or willfully allow the signatures on an initiative petition to be used for any purpose other than qualification of the proposed measure for the ballot. I certify that I will not knowingly or willfully allow the signatures for this initiative to be used for any purpose other than qualification of the measure for the ballot.

Sandra L Spiker

Name: Sandra Spiker
Address: 624 Sheldon Street
El Segundo, CA 90245
Tel: (213) 458-3651

Dated this 19th day of July, 2021

THE PEOPLE OF THE CITY OF EL SEGUNDO DO ORDAIN AS FOLLOWS:

SECTION 1. This measure shall be known and may be cited as the El Segundo Cannabis Regulation and Public Safety Measure (the "Measure").

SECTION 2. Purpose and Intent. The purpose and intent of this Measure is to accommodate the needs of medically-ill persons in need of cannabis for medicinal purposes, as advised and recommended by their health care provider(s), and adults over the age of twenty-one (21), and to implement State of California ("State") law, which includes, but is not limited to the provisions of the Medicinal & Adult-Use Cannabis Regulation & Safety Act (hereinafter, "MAUCRSA"), as may be amended and augmented under State law, while imposing regulations on the conduct of business and use of land to protect the City of El Segundo's (the "City") neighborhoods, residents, and businesses from negative impacts. It is a further purpose and intent of this Measure to regulate the cultivation, manufacturing, processing, testing, distribution, and retail sale and delivery of cannabis and cannabis products in a manner which is responsible, which protects the health, safety, and welfare of the residents of the City, and which enforces rules and regulations consistent with State law. In part to meet these objectives, a commercial cannabis business permit shall be required to own or to operate a cannabis business within the City. Further, this Measure's requirement for a cannabis business to possess commercial cannabis business permit is in addition to any other permits, licenses, and approvals which may be required to conduct business in the City, and is in addition to any permits, licenses, and approvals required under State or County of Los Angeles ("County") law.

SECTION 3. Legal Authority. Pursuant to Section 7 of Article XI of the California Constitution, and the provisions of the MAUCRSA, as may be amended and augmented under State law and any subsequent State legislation regarding the same, the City is authorized to adopt ordinances that establish standards, requirements, and regulations for local licenses and permits for commercial cannabis activity. Except as otherwise provided in this Measure, any standards, requirements, and regulations regarding health and safety, security, and worker protections established by the State, or any of its departments or divisions, shall be the minimum standards applicable to commercial cannabis activity in the City.

SECTION 4. Chapter 14 (Marijuana) of Title 4 (Business Regulations and Licensing) of the City Municipal Code is hereby repealed in its entirety and amended to read as follows:

Chapter 14: COMMERCIAL CANNABIS ACTIVITY

4-14-1: Commercial Cannabis Activity Prohibited Unless Specifically Authorized.

A. Except as specifically authorized by this Chapter 14, to the fullest extent permitted by State law, the City expressly prohibits any and all commercial cannabis activity within the City. In particular and if allowable under State law, the City hereby expressly prohibits the delivery of cannabis and cannabis products within the City except by cannabis retailers based within the City and permitted under this Chapter 14. If the City is required by State law to permit the delivery of cannabis and cannabis products by cannabis retailers not based within the City, such cannabis retailers not based within the City shall be required to comply with the requirements under this Chapter 14, including the City commercial cannabis business permit application and approval processes under Section 4-14-7.

B. Nothing in this Chapter 14 shall be construed or interpreted to permit the commercial possession, furnishing, manufacture, cultivation, distribution, processing, storing, laboratory testing, packaging, labeling, transportation, delivery, or sale of industrial hemp.

C. To the extent expressly authorized in this Chapter 14 and Title 15 of the City Municipal Code, the following types of commercial cannabis activity are permitted in the City, subject to the satisfaction of all requirements set forth in this Chapter 14, Title 15 of the City Municipal Code, MAUCRSA, and all other applicable State and local laws, rules, and regulations:

1. Retail sales

2. Cultivation

3. Manufacturing

4. Distribution

5. Testing laboratory

D. Microbusinesses are not a type of commercial cannabis activity permitted to be based within the City pursuant to this Chapter 14 and Title 15 of the City Municipal Code.

4-14-2: Compliance with Laws.

It is the responsibility of the owners, managers, officers, employees, and agents of any cannabis business to ensure that it is operating in a manner compliant with all applicable State and local laws and any regulations promulgated thereunder. Nothing in this Chapter 14 shall be construed as in conflict with State law.

4-14-3: Definitions.

When used in this Chapter 14, the following words shall have the meanings ascribed to them as set forth herein. Any reference to State statutes includes any regulations promulgated thereunder and is deemed to include any successor or amended version of the referenced statute or regulatory provision.

APPLICANT: The person applying for the commercial cannabis business permit under this Chapter 14 (not the owners or the managers of the applicant).

CANNABIS: All parts of the Cannabis sativa Linnaeus, Cannabis indica, or Cannabis ruderalis, whether growing or not; the seeds thereof; the resin, whether crude or purified, extracted from any part of the plant; and every compound, manufacture, salt, derivative, mixture, or preparation of the plant, its seeds, or resin. "Cannabis" also means the separated resin, whether crude or purified, obtained from cannabis. "Cannabis" also means marijuana as defined by Section 11018 of the State Health & Safety Code. Cannabis does not include the mature stalks of the plant, fiber produced from the stalks, oil or cake made from the seeds of the plant, any other compound, manufacture, salt, derivative, mixture, or preparation of the mature stalks (except the resin extracted therefrom), fiber, oil, or cake, or the sterilized seed of the plant which is incapable of germination. For the purpose of this Chapter 14, cannabis does not mean industrial hemp as that

term is defined by Section 81000 of the State Food & Agricultural Code or Section 11018.5 of the State Health & Safety Code.

CANNABIS BUSINESS: A person engaged in commercial cannabis activity.

CANNABIS PRODUCT: Cannabis that has undergone a process whereby the plant material has been transformed into a concentrate, including, but not limited to, concentrated cannabis, or an edible or topical product containing cannabis or concentrated cannabis and other ingredients.

CAREGIVER or PRIMARY CAREGIVER has the same meaning as that term is defined in Section 11362.7 of the State Health & Safety Code.

CHIEF OF POLICE: The Police Chief of the City of El Segundo Police Department or his or her designee(s).

CITY: The City of El Segundo.

CITY ATTORNEY: The City Attorney of the City of El Segundo or his or her designee(s).

CITY COUNCIL: The City Council of the City of El Segundo.

CITY MANAGER: The City Manager of the City of El Segundo or his or her designee(s).

COMMERCIAL CANNABIS ACTIVITY has the same meaning as that term is defined under MAUCRSA and includes the cultivation, possession, manufacture, distribution, processing, storing, laboratory testing, packaging, labeling, transportation, delivery, or sale of cannabis and cannabis products as regulated under this Chapter 14.

COMMERCIAL CANNABIS BUSINESS PERMIT: A regulatory license issued by the City pursuant to this Chapter 14 to a cannabis business and is required before any commercial cannabis activity may be conducted in the City and is made expressly contingent upon the cannabis business's ongoing compliance with all of the requirements of this Chapter 14 and any regulations adopted by the City governing the commercial cannabis activity at issue.

CANNABIS CONCENTRATE: Cannabis that has undergone a process to concentrate one or more active cannabinoids, thereby increasing the product's potency. Resin from granular trichomes from a cannabis plant is a concentrate for purposes of this Chapter 14. A cannabis concentrate is not considered food, as defined by Section 109935 of the State Health & Safety Code, or drug, as defined by Section 109925 of the State Health & Safety Code.

COUNTY: The County of Los Angeles.

CULTIVATION: Any activity involving the planting, growing, harvesting, drying, curing, grading, or trimming of cannabis.

CULTIVATION SITE: A location where cannabis is planted, grown, harvested, dried, cured, graded, or trimmed, or a location where any combination of those activities may occur. Cultivation sites must be licensed by the City and State pursuant to this Chapter 14.

CUSTOMER: A natural person twenty-one (21) years of age or over or a natural person eighteen (18) years of age that is a qualified patient or primary caregiver.

DAY CARE CENTER or CHILDCARE FACILITY: A facility, other than a family day care home, serving infant, toddler, preschool, and school age children licensed by the State Department of Social Services pursuant to Section 1596.951 of the State Health & Safety Code. Pursuant to the authority delegated by the State to the City under Section 26054(b) of the State Business & Professions Code, this definition of "day care center" under this Chapter 14 shall override the definition of "day care center" in MAUCRSA at Section 26001 of the State Business & Professions Code.

DELIVERY: The commercial transfer of cannabis or cannabis products to a customer. "Delivery" also includes the use by a retailer of any technology platform owned and controlled by the retailer (or a microbusiness engaging in retail sales).

DISPENSARY or RETAILER: A location where cannabis, cannabis products, or devices for the use of cannabis or cannabis products are offered, either individually or in any combination, for retail sale, including an establishment that delivers cannabis and cannabis products.

DISPENSING or RETAIL SALE(S): Any activity involving the retail sale of cannabis or cannabis products from a retailer (or a microbusiness engaging in retail sales).

DISTRIBUTION: The procurement, sale, and transport of cannabis and cannabis products between persons lawfully conducting commercial cannabis activity under this Chapter 14 and State law.

DISTRIBUTOR: a person engaged in the distribution of cannabis and cannabis products, who is based within the City, and licensed by the City and State pursuant to this Chapter 14.

EDIBLE CANNABIS PRODUCT: A cannabis product that is intended to be used, in whole or in part, for human consumption, including, but not limited to, chewing gum, but excluding products set forth in Division 15 (commencing with Section 32501) of the State Food & Agriculture Code. An edible cannabis product is not considered food, as defined by Section 109935 of the State Health & Safety Code, or drug, as defined by Section 109925 of the State Health & Safety Code. An edible cannabis product shall not be deemed to be adulterated pursuant to Section 26131 of the State Business & Professions Code solely because it contains cannabis.

EMPLOYEE: Each individual person employed by a cannabis business who is a part-time, full-time, temporary, or permanent employee.

GROSS RECEIPTS: Except as otherwise specifically provided herein, whether designated as a sales price, royalty, rent, commission, dividend, or other designation, the total amount (including all receipts, cash, credits, and property of any kind or nature) received or payable for sales of goods, wares, or merchandise without any deduction therefrom on account of the cost of the property sold, the cost of materials used, labor, or service costs, interest paid or payable, losses, or any other expense whatsoever. However, the following shall be excluded from gross receipts:

A. Cash discounts where allowed and taken on sales;

B. Any tax required by law to be included in or added to the purchase price and collected from the consumer or purchaser;

C. Such part of the sale price of any property returned by purchasers to the seller as refunded by the seller by way of cash or credit allowances or return of refundable deposits previously included in gross receipts;

D. Receipts derived from the occasional sale of used, obsolete, or surplus trade fixtures, machinery, or other equipment used by the taxpayer in the regular course of the taxpayer's business;

E. Cash value of sales, trades, or transactions between departments or units of the same business;

F. Whenever there are included within the gross receipts amounts which reflect sales for which credit is extended and such amount proved uncollectible in a given year, those amounts may be excluded from the gross receipts in the year they prove to be uncollectible; provided, however, if the whole or portion of such amounts excluded as uncollectible are subsequently collected, they shall be included in the amount of gross receipts for the period when they are recovered; and

G. Receipts of refundable deposits, except that such deposits when forfeited and taken into income of the business shall not be excluded when in excess of one dollar.

LABOR PEACE AGREEMENT: An agreement between a cannabis business and any bona fide labor organization that, at a minimum, protects the City's proprietary interests by prohibiting labor organizations and members from engaging in picketing, work stoppages, boycotts, and any other economic interference with a cannabis business. This agreement means that the cannabis business has agreed not to disrupt efforts by the bona fide labor organization to communicate with, and attempt to organize and represent, the cannabis business's employees. The agreement shall provide a bona fide labor organization access at reasonable times to areas in which the cannabis business's employees work, for the purpose of meeting with employees to discuss their right to representation, employment rights under State law, and terms and conditions of employment.

LICENSING AUTHORITY: A State agency responsible for the issuance, renewal, or reinstatement of State license, or a State agency authorized to take disciplinary action against a State licensee.

LIQUID ASSETS: Assets that can be readily converted into cash. "Liquid assets" include, but are not limited to, the following: funds in checking or savings accounts, certificates of deposit, money market accounts, mutual fund shares, publicly traded stocks, and United States savings bonds. "Liquid assets" does not mean household items, furniture and equipment, vehicles, cannabis or cannabis products, business inventory, or real property and improvements thereto.

LIVE PLANTS: Living cannabis flowers and plants, including seeds, immature plants (including unrooted clones), and vegetative stage plants.

MANAGER: Any individual who will be participating in the direction, control, or management of an applicant or a permittee, including but not limited to, any (i) manager or managing member or other officer of a limited liability company or (ii) president, chief executive officer, secretary, treasurer, chief financial officer, or other officer of a for profit corporation.

MANUFACTURE(ING): To compound, blend, extract, infuse, or otherwise make or prepare a cannabis product.

MANUFACTURER: A person that conducts the production, preparation, propagation, or compounding of cannabis or cannabis products either directly or indirectly or by extraction methods, or independently by means of chemical synthesis, or by a combination of extraction and chemical synthesis at a fixed location that packages or repackages cannabis or cannabis products or labels or relabels its container. A manufacturer may also be a person that infuses cannabis in its products but does not perform its own extraction.

MANUFACTURING SITE: A location where cannabis or cannabis products, directly or indirectly are produced, prepared, propagated, or compounded by extraction methods, independently by means of chemical synthesis, or by a combination of extraction and chemical synthesis.

MARIJUANA means "cannabis" as that term is defined in this Chapter 14.

MAUCRSA: Division 10 (commencing with Section 26000) of the State Business and Professions Code and any regulations promulgated thereunder.

MEASURE: The El Segundo Cannabis Regulation and Public Safety Measure.

MICROBUSINESS: A cannabis business engaged in at least three (3) of the following commercial cannabis activities: cultivation (on areas less than ten thousand (10,000) square feet), manufacturing (without the use of volatile solvents), distribution, or retail sale.

OWNER: Any of the following:

A. A person owning in the aggregate equity interests representing twenty (20) percent or more of the voting power of all outstanding equity in the applicant or a permittee;

B. The president, chief executive officer, secretary, or treasurer / chief financial officer of a nonprofit applicant or permittee; or

C. A member of the board of directors of a nonprofit applicant or permittee.

Notwithstanding the above, every applicant and permittee must have at least one individual person designated as an "owner" for the purpose of compliance with this Chapter 14, including the review and evaluation of any commercial cannabis business permit application.

PANIC BUTTON: An emergency electronic contact device which allows an employee in the event of an ongoing crime, threat, or other emergency to alert a security guard responsible for providing immediate on-scene assistance.

PATIENT or QUALIFIED PATIENT: A person who is entitled to the protections of Section 11362.5 of the State Health & Safety Code and includes a person issued an identification card issued pursuant to Article 2.5 of Chapter 6 of Division 10 of the State Health & Safety Code.

PERMITTEE: The holder of a valid, City-issued commercial cannabis business permit.

PERSON: An individual, firm, partnership, joint venture, association, corporation, limited liability company, estate, trust, business trust, receiver, syndicate, or any other group or combination acting as a unit and includes the plural as well as the singular number.

PERSON WITH AN IDENTIFICATION CARD shall have the meaning given to that term in Section 11362.7 of the State Health & Safety Code.

PREMISES: The designated structure or structures and land specified in the commercial cannabis business permit application that is owned, leased, or otherwise held under the control of the applicant or permittee where the commercial cannabis activity will be or is conducted. The premises shall be a contiguous area and shall only be occupied by one permittee.

SCHOOL: As evidenced by the State Department of Education school directory, a public school instructing children in grades kindergarten through 12, as authorized by the State Department of Education or a private school instructing children in grades kindergarten through 12 that has filed a verification of private school affidavit with the State Department of Education pursuant to Section 33190 of the State Education Code, excluding any private school in which education is primarily conducted in a private home. Pursuant to the authority delegated by the State to the City under Section 26054(b) of the State Business & Professions Code, this definition of "school" under this Chapter 14 shall override the definition of "school" used in MAUCRSA or Section 11362.768 of the Health & Safety Code.

STATE: The State of California.

STATE LICENSE: A permit or license issued by the State, or one of its departments or divisions, under MAUCRSA and any subsequent State legislation regarding the same to engage in commercial cannabis activity.

TESTING LABORATORY: A laboratory, facility, or entity in the City that offers or performs tests of cannabis or cannabis products and that is both of the following:

A. Accredited by an accrediting body that is independent from all other persons involved in the cannabis industry in the State; and

B. Licensed by the Bureau of Cannabis Control and is owned and operated by a person issued a valid commercial cannabis business permit for laboratory testing from the City.

TOPICAL CANNABIS: A cannabis product intended for external application and/or absorption through the skin. A topical cannabis product is not considered a drug as defined by Section 109925 of the State Health & Safety Code.

VOLATILE SOLVENT: A solvent that is or produces a flammable gas vapor that, when present in the air in sufficient quantities, will create explosive or ignitable mixtures.

YOUTH CENTER: (A) any public or private facility that is primarily used to host recreational or social activities for minors such as private youth membership organizations or clubs, social service teenage club facilities or (B) a park, playground, or recreational area specifically designed to be used by children that may have play equipment installed, including public grounds designed for athletic activities such as baseball, softball, soccer, or basketball or any similar facility located on a public or private school grounds, or on City, County, or State parks. "Youth center" shall not include any private martial arts, yoga, ballet, music, or similar studio of this nature nor shall it

include any private athletic training facility, pizza parlor, restaurant, video arcade, dentist office, or doctor's office primarily serving children. Pursuant to the authority delegated by the State to the City under Section 26054(b) of the State Business & Professions Code, this definition of "youth center" under this Chapter 14 shall override the definition of "youth center" in MAUCRSA at Section 26001 of the State Business & Professions Code.

4-14-4: Commercial Cannabis Business Permit Required.

A. No person shall operate a cannabis business or engage in commercial cannabis activity within the City unless such business or activity is currently in compliance with all applicable State and local laws, rules, and regulations and the cannabis business has:

1. A valid City business license to conduct such business or activity;

2. A valid commercial cannabis business permit issued by the City pursuant to this Chapter 14 to conduct such business or activity;

3. A valid State license authorizing such business or activity in the City; and

4. A valid certificate of occupancy issued by the City's Building & Safety Division to conduct the commercial cannabis activity at the premises identified in the commercial cannabis business permit.

B. A separate commercial cannabis business permit shall be required for each type of commercial cannabis activity listed in Section 4-14-1.C whether conducted in or engaged on the same premises or on different premises.

4-14-5: Maximum Number and Type of Authorized Cannabis Businesses Permitted.

A. The number of commercial cannabis business permits for retailers based within the City shall be no more than two (2).

B. The number of commercial cannabis business permits for retailers (including microbusinesses engaged in retail sales) based outside the City to engage in delivery within the City shall be zero (0).

C. The maximum number of commercial cannabis business permits issued for cannabis retailers based within the City or outside the City (including microbusinesses engaged in retail sales) may not be amended by the City Council or regulations promulgated by the City Manager pursuant to this Chapter 14. However, the City Council may and shall increase the maximum number of commercial cannabis business permits issued for retailers based within the City or outside the City (including microbusinesses engaged in retail sales) if ordered to do so by a court of competent jurisdiction as a judicial remedy.

D. The number of commercial cannabis business permits for cultivation sites, manufacturing sites, distributors, and testing laboratories shall be established by resolution of the City Council, at the sole discretion of the City Council, including the possibility that the number of commercial cannabis business permits for cultivation sites, manufacturing sites, distributors, and testing laboratories may be zero (0).

4-14-6: Location and Design Requirements for Cannabis Businesses.

Pursuant to the authority delegated by the State to the City under Section 26054(b) of the State Business & Professions Code and overriding the location and design requirements contained in Section 26054(b) of the State Business & Professions Code, cannabis businesses in the City shall be subject to the following location and design requirements:

A. Retailers shall be a permitted use by right subject to this Chapter 14 on property (i) located more than one-thousand (1,000) feet from any school or day care center, (ii) located more than six-hundred (600) feet from any youth center, and (iii) zoned: General Commercial (C-3) or Smoky Hollow West (SH-W)

B. The location and design requirements for cultivation sites, manufacturing sites, distributors, and testing laboratories shall be established by ordinance of the City Council, at the sole discretion of the City Council, including the possibility that cultivation sites, manufacturing sites, distributors, and testing laboratories may not be types of commercial cannabis activity permitted to be based within the City pursuant to this Chapter 14 and Title 15 of the City Municipal Code.

C. With the exception of Chevron Park, a youth center located on County Assessor's Identification Number 4138-016-015, the distances specified in this Section 4-14-6 shall be the horizontal distance measured in a straight line from the parcel line of the sensitive use to the closest parcel line of the lot on which the cannabis business is to be located without regard to intervening structures. For Chevron Park, a youth center located on County Assessor's Identification Number 4138-016-015, the distance specified in this Section 4-14-6 shall be the horizontal distance measured in a straight line from the boundary line identified in Exhibit A to the Measure with the buffer radius identified in Exhibit A to the Measure. The People of the City find that measuring the buffer radius for Chevron Park from the parcel line of County Assessor's Identification Number 4138-016-015, a parcel that encompasses approximately 625 acres of which Chevron Park comprises a very small portion, would inhibit the purpose and intent of the Measure.

D. Each cannabis business shall:

1. Be constructed in a manner that prevents odors to surrounding uses, and promotes quality design and construction, and consistency with the surrounding properties. Odors from the cannabis business shall not be detectable from outside the premises and adequate odor control technology shall be utilized;

2. Be provided with adequate electricity, sewerage, disposal, water, fire protection, and storm drainage facilities for the intended purpose; and

3. Provide and maintain a neighborhood compatibility plan so the City Manager or designee(s) may find that the cannabis business and its operating characteristics are not detrimental to the public health, safety, convenience, or welfare of persons residing, working, visiting, or recreating in the surrounding neighborhood and will not result in the creation of a nuisance.

4-14-7: Cannabis Retailer Application Procedure.

A. Within forty-five (45) days following the effective date of this Chapter, the City Manager, pursuant to Section 4-14-29, shall, as a ministerial duty, make available the necessary

forms, adopt any necessary application rules for the submission, intake, review, and approval of commercial cannabis business permit applications for retailers up to the maximum number of commercial cannabis business permits authorized in Section 4-14-5.

B. The City Manager shall, as a ministerial duty, cease acceptance of a commercial cannabis business permit application for retailers thirty (30) days after making available the necessary forms and adopting any necessary application rules for the submission, intake, review, and approval of commercial cannabis business permit applications for retailers.

C. Within thirty (30) days of ceasing the acceptance of commercial cannabis business permit application for retailers, the City Manager shall, as a ministerial duty, review timely submitted retailer applications for the following minimum requirements:

1. Payment of an application fee established by resolution of the City Council within forty-five (45) days following the effective date of this Chapter to cover all costs incurred by the City in the application process;

2. Sufficient evidence of the legal right to use the proposed property for the proposed use, to include a lease, sublease, purchase agreement, assignment of purchase agreement, or lease or purchase option, in the name of the applicant, which may include nominal consideration and be contingent upon issuance of a commercial cannabis business permit or other approvals. The City shall only consider one applicant per property address or County Assessor's Identification Number. In the event that more than one applicant applies for a commercial cannabis business permit application at a given property address or a given County Assessor's Identification Number, the City Manager shall, as a ministerial duty, only accept the commercial cannabis business permit application with the earliest dated evidence of the legal right to use the proposed property for the proposed use in the name of the applicant;

3. Sufficient evidence to demonstrate that the proposed property complies with location and zoning requirements in Section 4-14-6;

4. Proof that an owner or owners of the applicant with an aggregate ownership interest of forty (40) percent or more has served as an owner or owners with an aggregate ownership interest of forty (40) percent or more of (or is an owner as a result of being the chief executive officer of a nonprofit entity of) one or more other cannabis retailers (including microbusinesses with a retail sales component) licensed by a city, county, or state since at least March 1, 2019;

5. Proof of funds showing that the applicant has access and control of over $400,000.00 in liquid assets, which may be via a binding legal agreement in the name of the applicant such as a promissory note so long as said legal agreement is accompanied by a proof of funds in the name of a party to the agreement. Applicants and permittees shall not be required to show that the applicant or permittee has access and control of over $400,000.00 in liquid assets except on initial application pursuant to this Section 4-14-7, a change in location application pursuant to Section 4-14-13, or an ownership transfer application pursuant to Section 4-14-14;

6. For an applicant with two (2) or more employees, proof of a labor peace agreement between a bona fide labor organization and the applicant (the applicant shall provide the City with a copy of the labor peace agreement that contains the signatures of the union representative and the cannabis business). For applicants with less than two (2) employees who have not yet entered into a labor peace agreement, the applicant shall provide a notarized statement indicating that the applicant will enter into and abide by the terms of a labor peace agreement within thirty (30) days after employing two (2) employees;

7. A set of plans, including a site development plan, floor plan(s), building elevations (all four (4) sides), and a conceptual landscape plan with the percentage of landscaping in the parking lot, setback areas, and tree size and species;

8. Colored interior and elevation renderings;

9. A completed background check application and receipt for each owner and manager of the applicant pursuant to Section 4-14-21.L; and

10. The following application components: (a) Qualifications of the applicant's owners and managers; (b) business and operations plan; (c) security plan; (d) safety plan; (e) neighborhood compatibility plan; (f) labor and employment plan; and (g) community benefits plan.

The City Manager shall, as a ministerial duty, reject any commercial cannabis business permit application that fails to meet the minimum requirements contained in this Subsection C.

D. Within sixty (60) days of completing the application review under Subsection C above, the City Manager shall, as a ministerial duty, review and score any complete applications pursuant to the following objective review criteria according to the following quantitative evaluation scale:

1. Qualifications of the applicant's owners and managers – 250 points

The People of the City find that a proven track-record of cannabis retailer operations that successfully generate tax revenue carries out the purpose and intent of the Measure and are, therefore, critical for an applicant to demonstrate the qualifications of the applicant's owners and managers. Accordingly, 150 of the 250 points awardable under this Subsection 1 shall only be awarded, as a ministerial duty, if an owner or owners of the applicant with an aggregate ownership interest of forty (40) percent or more is currently at the time of application submission under this Section an owner or owners with an aggregate ownership interest of forty (40) percent or more of (or is an owner as a result of being the chief executive officer of a nonprofit entity of) a single licensed and lawfully operating commercial cannabis retailer operation (excluding any non-retailer microbusiness, cultivation, manufacturing, distribution, or other non-retailer commercial cannabis operation components) that has generated at least $3,500,000.00 in gross receipts in a consecutive six-month period in the year immediately preceding the date of the application submission under this Section, as demonstrated by tax payment receipts from, tax filings to, or tax returns filed with a city, county, or state.

The remaining 100 of the 250 points awardable under this Subsection 1 shall be awarded, as a ministerial duty, pursuant to the following objective criteria:

a. Up to 50 points – A description of the applicant's owner and manager qualifications detailing any special business or professional qualifications or licenses of the applicant's owner and manager that would add to the quality of services that the cannabis business would provide, including in areas related to cannabis, such as legal, finance, business ownership / administration, real estate development, scientific, or healthcare fields.

b. Up to 50 points – Documentation that the applicant's owners and managers have experience operating cannabis retailers in any jurisdiction where cannabis retailers are permitted.

2. Plans, renderings, and overall location – 100 points

The People of the City find that the further a cannabis retailer is located away schools and day care centers, the better a cannabis retailer will carry out the purpose and intent of the Measure (in particular the use of land to protect the City's neighborhoods, residents, and businesses from negative impacts) and that the sensitive use buffers contained in Section 4-14-6 are minimums rather than ideal distances to carry out the purpose and intent of the Measure. Accordingly, 50 of the 100 points awardable under this Subsection 2 shall only be awarded, as a ministerial duty, if an applicant's proposed cannabis retailer is located on property located more than one-thousand four-hundred (1,400) feet from any school or day care center identified and measured pursuant to Section 4-14-6 above and Section 10 of the Measure.

The remaining 50 of the 100 points awardable under this Subsection 2 shall be awarded, as a ministerial duty, pursuant to the following objective criteria:

a. Up to 10 points – A premise diagram in accordance with Section 5006 of Division 42 of Title 16 of the State Code of Regulations.

b. Up to 10 points – A site development plan that provides information on existing conditions and proposed improvements to the site and how it meets or will meet the development standards outlined in Title 10 of the City Municipal Code. Information on existing conditions shall include:

1. Exterior photographs showing all sides of any existing structure(s);

2. Photographs of existing parking areas, landscaping, trash enclosure, and signage;

3. Information on existing use on the site, including the addresses, uses, and square footages.

4. Photographs of the existing site if the site is vacant; and

5. Photographs of adjacent properties for context.

c. Up to 10 points – A floor plan showing information on the existing layout and proposed layout of the building interior.

d. Up to 10 points – Building elevations that provide information on existing conditions and proposed improvements.

e. Up to 5 points – A conceptual landscape plan with the percentage of landscaping in the parking lot, setback areas, and tree size and species.

f. Up to 5 points – Colored interior renderings and exterior elevation renderings (for both existing and/or proposed improvements).

3. Business and operations plan – 75 points

The 75 points awardable under this Subsection 3 shall be awarded, as a ministerial duty, pursuant to the following objective criteria:

a. Up to 5 points – A written description of the total square footage of the facility with estimated square footage of proposed uses.

b. Up to 10 points – A schedule for beginning operations, including a narrative outlining any proposed construction improvements and a timeline for completion.

c. Up to 10 points – A budget for construction, operation, maintenance, compensation of employees, equipment costs, utility costs, and other operating costs.

d. Up to 5 points – A description of the sources(s) of capital and use(s) of capital.

e. Up to 10 points – Pro forma financial statements for at least three (3) years of operation.

f. Up to 5 points – A description of the type of products to be sold and the estimated quantity and value of product(s) to be sold.

g. Up to 5 points – A description of marketing procedures and tactics.

h. Up to 5 points – A description of day-to-day operations that should acknowledge both state and local laws and should be consistent with industry best practices.

i. Up to 5 points – A description of hours of operation and opening procedures.

j. Up to 5 points – A description of cash handling procedures.

k. Up to 5 points – A description of inventory control procedures to include identification of point-of-sale systems, and track and trace software.

l. Up to 5 points – A description of transportation, loading and unloading, distribution, and delivery procedures.

4. Security plan – 100 points

The 100 points awardable under this Subsection 4 shall be awarded, as a ministerial duty, pursuant to the following objective criteria:

a. Up to 20 points – The security plan shall be prepared by a professional security consultant.

b. Up to 10 points – A premises security diagram.

c. Up to 50 points – A description of access control, inventory control, cash handling, and other security procedures and security equipment demonstrating compliance with the security requirements under this Chapter 14.

d. Up to 10 points – A description of the intrusion alarm and monitoring system including the name and contact information for the monitoring company.

e. Up to 10 points – A description of the services of on-site security guards to include the (i) number of security guards; (ii) the hours security guards will be on-site; (iii) locations where security will be positioned; and (iv) security guard responsibilities.

5. Safety plan – 100 points

The 100 points awardable under this Subsection 5 shall be awarded, as a ministerial duty, pursuant to the following objective criteria:

a. Up to 20 points – The security plan shall be prepared by a professional fire prevention and suppression consultant.

b. Up to 10 points – A premises safety diagram to include (i) a description / illustration of evacuation routes and (ii) location of fire extinguishers and other fire suppression equipment.

c. Up to 50 points – A description of safety procedures, training for emergency situations, and safety equipment demonstrating compliance with the safety requirements under this Chapter 14.

d. Up to 10 points – Identify all gases, pesticides, and chemicals to be used and their storage locations.

e. Up to 10 points – A description of the firm alarm and monitoring system including the name and contact information for the monitoring company.

6. Neighborhood compatibility plan – 75 points

The 75 points awardable under this Subsection 6 shall be awarded, as a ministerial duty, pursuant to the following objective criteria:

a. Up to 30 points – A "Good Neighbor Policy" that (i) includes policies and measures in place to protect adjacent uses from any potential impacts (*e.g.,* noise, light, odor, traffic, etc.) related to the proposed cannabis business and (ii) describes how the cannabis business and its operating characteristics will be proactively managed so the business is not detrimental to the public health, safety, convenience, or welfare of persons residing, working, visiting, or recreating in the surrounding area and will not result in the creation of a nuisance.

b. Up to 15 points – A description of odor mitigation practices to include: (i) identifying potential sources of odor; (ii) a description of odor control devices and techniques employed to ensure that odors from cannabis are not detectable beyond the permitted premises; and (iii) all proposed staff odor training and system maintenance.

c. Up to 15 points – A description of a waste management plan that includes waste disposal locations within the proposed premises and the applicant's security measures and methods of rendering waste unusable and unrecognizable.

d. Up to 15 points – A description of efforts at sustainability / environmental impact mitigation.

7. Community benefits plan – 100 points

The People of the City find that monetary donations to local non-profit organizations, financial support of City sponsored activities or organizations, in kind donations to the City or other charitable organizations, and economic incentives to the City carry out the purpose and intent of the Measure and are, therefore, critical for an applicant to demonstrate an effective community benefits plan. Accordingly, 50 of the 100 points awardable under this Subsection 7 shall only be awarded if the applicant pledges to voluntarily provide a public benefit to a public use (or a combination thereof), which is defined as a direct financial contribution equal to two percent (2%) of projected gross receipts of the applicant to a public school located within the City, a public park located within the City, and/or a public or nonprofit community organization serving the City or its residents. Beyond the above, no further direct financial contributions shall be considered as part of an applicant's community benefits plan.

The remaining 50 of the 100 points awardable under this Subsection 7 shall be awarded, as a ministerial duty, pursuant to the following objective criteria:

a. Up to 25 points – A description of a social responsibility plan to include identification of a community liaison, plans to serve as a social equity business incubator, plans to aide and participate in the work of local non-profits, community-based organizations, civic organizations, or social services organizations.

b. Up to 25 points – A description of a plan to develop a public health outreach and educational program that outlines the risks of youth use of cannabis and that identifies resources available to youth related to drugs and drug addiction.

8. Labor and employment plan – 200 points

The People of the City find that a proven track-record of cannabis retailer operations with high labor standards and commitment to labor peace carries out the purpose and intent of the Measure and are, therefore, critical for an applicant to demonstrate an effective labor and employment plan. Accordingly, 25 of the 200 points awardable under this Subsection 8 shall only be awarded if the applicant provides documentation that an owner or owners of the applicant with an aggregate ownership interest of fifty-one (51) percent or more are an owner or owners with an aggregate ownership interest of fifty-one (51) percent or more prior to May 31, 2021, of an existing licensed or permitted cannabis retailer, or an existing licensed or permitted microbusiness with a retail sales component (and remains an owner or owners with an aggregate ownership interest of fifty-one (51) percent or more on the date of the application submission under this Section) with a collective bargaining agreement with a labor organization that currently represents cannabis workers in the United States effective since at least May 31, 2021, inclusive of renewals (and remaining effective, inclusive of renewals, on the date of the application submission under this Section).

The remaining 175 of the 200 points awardable under this Subsection 8 shall be awarded, as a ministerial duty, pursuant to the following objective criteria:

a. Up to 20 points – An organizational chart of showing owners, managers, and employees.

b. Up to 20 points – A description of the owner's and manager's roles in day-to-day operations and decisions.

c. Up to 20 points – A description of the number of employees, title / position, and their respective responsibilities

d. Up to 25 points – A description of compensation to employees, opportunities for continuing education, and employee training.

e. Up to 25 points – A description of whether the cannabis business is committed to offering employees a living wage.

f. Up to 25 points – A description of benefits provided to employees such as health care, vacation, and medical leave, to the degree they are offered as part of employment.

g. Up to 20 points – A description of a plan to recruit employees from socially and economically disadvantaged backgrounds.

h. Up to 20 points – A description of a plan to have at least 50% of employee positions filled and hours worked by employees residing in the City.

E. Upon timely receipt of a commercial cannabis business permit application, the City Manager shall direct the Police Chief to conduct background checks in accordance with Section 4-14-21.L. Following review and scoring of complete applications complete pursuant to objective review criteria under Subsection D, the City Manager shall, as a ministerial duty, issue commercial cannabis business permits to applicants in order of their rank under Subsection D up to the maximum number of commercial cannabis business permits authorized in Section 4-14-5. In the event of a tie in the order of ranking under Subsection D up to the maximum number of commercial cannabis business permits authorized in Section 4-14-5, the City Manager shall, as a ministerial duty, break the tie and issue commercial cannabis business permits to applicant with the highest scoring application component in the following order: (1) Qualifications of the applicant's owners and managers; (2) labor and employment plan; (3) plans, renderings, and overall location; (4) security plan; (5) safety plan; (6) community benefits plan; (7) neighborhood compatibility plan; and (8) business and operations plan. In the event of a tie on all application components between one of more applicants up to the maximum number of commercial cannabis business permits authorized in Section 4-14-5, the City Manager shall not hold a public lottery, but rather arrange for the tied applicants to provide public presentations before the City Council, after which the City Council shall publicly rank the applicants pursuant to ranking sheets prepared by the City Manager that achieve a forced ranking based on all of the objective review criteria and quantitative evaluation scale in Subsection D, and the City Manager shall issue commercial cannabis business permits to applicants in order of their rank up to the maximum number of commercial cannabis business permits available following the City Manager's original ranking and issuance of commercial cannabis business permits and the limits contained in Section 4-14-5. However, the City Manager shall not issue a commercial cannabis business permit to any applicant with an owner or manager that:

1. Provided false or misleading information on the applicant's commercial cannabis business permit application;

2. Has been convicted of (or pled no contest to) "an offense that is substantially related to the qualifications, functions, or duties of the business or profession for which the application is made" as that term is defined in 26057(b)(4) of the State Business & Professions Code; or

3. Has been sanctioned by a licensing authority or a city, county, or state for unauthorized commercial cannabis activities or has had a license suspended or revoked under MAUCRSA in the three (3) years immediately preceding the date the application was submitted.

F. Any decision of the City Manager or City Council under this Section 4-14-7 shall be a final administrative decision not subject to administrative appeal under any provisions of this Chapter 14 or any provisions of the City Municipal Code but, rather, subject to judicial review and remedies.

G. In the event that (i) the number of active, operating retailers and issued commercial cannabis business permits falls below the maximum number of commercial cannabis business permits for retailers authorized in Section 4-14-5 or (ii) the City Council is ordered to increase the maximum number of commercial cannabis business permits issued for retailers by a court of competent jurisdiction as a judicial remedy (*e.g.*, if a court of competent jurisdiction orders the City Council to make commercial cannabis business

permits available for retailers (including microbusinesses engaged in retail sales) based outside the City to engage in delivery within the City), the City Manager shall, as a ministerial duty, within thirty (30) days reinstitute the application procedure under this Section 4-14-7, subject to the maximum number of commercial cannabis business permits for retailers authorized and available (not allocated to an active, lawfully operating retailer) for issuance. For the purpose of this Section, a retailer shall be considered operating if (i) upon initial issuance of commercial cannabis business permit (or approval of a change in location pursuant to Section 4-14-13), the retailer commences lawful operations within thirty-six (36) months or (ii) following initial commencement of lawful operations, the retailer does not cease or abandon operations for one-hundred twenty (120) consecutive or cumulative days in any one (1) year period.

4-14-8: Application Procedure for Commercial Cannabis Activity other than Retailers.

In the event that the City Council, in the sole discretion of the City Council, should amend this Chapter 14 and Title 15 of the City Municipal Code to permit the issuance of commercial cannabis business permits for commercial cannabis activity other than retailers, the City Council, at the sole discretion of the City Council, shall by resolution make available the necessary forms, adopt any necessary application rules for the submission, intake, review, and approval of commercial cannabis business permit applications for commercial cannabis activity other than retailers up to the maximum number of commercial cannabis business permits authorized pursuant to Section 4-14-5.

4-14-9: Limitations on the City's Liability.

To the fullest extent permitted by law, the City shall not assume any liability whatsoever with respect to having issued a commercial cannabis business permit pursuant to this Chapter 14 or otherwise approving the operation of any cannabis business. As a condition to the approval of any commercial cannabis business permit, the applicant shall be required to meet all of the following conditions before they can receive a commercial cannabis business permit:

A. Execution of an agreement, in a form approved by the City Attorney, agreeing to indemnify, defend (at applicant's sole cost and expense), and hold the City, and its officers, officials, employees, representatives, and agents, harmless, from any and all claims, losses, damages, injuries, liabilities, or losses which arise out of, or which are in any way related to, the City's issuance of the commercial cannabis business permit, the City's decision to approve the operation of the cannabis business or activity, the process used by the City in making its decision, or the alleged violation of any federal, State, or local laws by the cannabis business or any of its officers, employees, or agents.

B. Maintain insurance at coverage limits, and with conditions thereon determined necessary and appropriate from time to time by the City Attorney.

C. Defend and indemnify the City for all costs and expenses, including but not limited to attorneys' fees and court costs, that the City may be required to pay as a result of any legal challenge related to the City's approval of the applicant's commercial cannabis business permit or related to the City's approval of a commercial cannabis activity. The City, at its sole discretion, may participate at its own expense in the defense of any such action, but such participation shall neither relieve nor increase any of the obligations imposed on the applicant hereunder.

4-14-10: Commercial Cannabis Business Permit Term.

A. Subject to this Section 4-14-10 and Section 4-14-11, the term of each commercial cannabis business permit shall be indefinite.

B. Upon the one (1) year anniversary of the date of issuance for each commercial cannabis business permits and each year thereafter, the City Manager shall conduct a performance review of the permittee to assess compliance with the requirements of this Chapter 14. Within thirty (30) days of the conclusion of the annual performance review of the permittee, the City Manager or designee(s) shall issue a letter of compliance or noncompliance outlining all items to be corrected to ensure full compliance. In the event of any noncompliance, the permittee shall have sixty (60) days to remedy such noncompliance. However, in the event such noncompliance items cannot be remedied within sixty (60) days, such failure to remedy shall constitute a material violation of any law and/or any rule, regulation, and/or standard adopted pursuant to this Chapter 14 subject to suspension or revocation under Section 4-14-11.

C. The permittee shall pay a fee in an amount to be set by the City Council via resolution to cover the costs of conducting the performance review, together with any costs incurred by the City to administer the program created under this Chapter 14.

4-14-11: Suspension and Revocation of Commercial Cannabis Business Permits.

A. The City Manager may suspend or revoke a commercial cannabis business permit for any material violation of any law and/or any rule, regulation, and/or standard adopted pursuant to this Chapter 14.

B. Suspension or revocation of a State license issued by the State or by any of its departments or divisions, corresponding to the commercial cannabis business permit shall immediately result in the suspension of the associated commercial cannabis business permit until the State, or its applicable department or division, reinstates the State license or otherwise lifts such suspension.

C. A permittee shall inform the City Manager or designee(s) of any suspension, revocation, or termination of a State license corresponding to its commercial cannabis business permit within two (2) business days of the suspension, revocation, or termination of the State license.

4-14-12: Appeals Regarding Commercial Cannabis Business Permits.

A. Within ten (10) calendar days after the date of a decision of the City Manager to revoke, suspend, or deny the renewal of an issued commercial cannabis business permit, an aggrieved party may appeal such action by filing a written appeal with the City Clerk setting forth the reasons why the decision was not proper. An appeal shall stay all proceedings in furtherance of the appealed action.

B. At the time of filing, the appellant shall pay the designated appeal fee established by resolution of the City Council.

C. Upon receipt of the written appeal, the City Clerk shall set the matter for a hearing before the City Council. The City Council shall hear the matter de novo, and shall conduct the hearing pursuant to the procedures set forth by the City.

D. The appeal shall be held within a reasonable time after the filing the appeal, but in no event later than ninety (90) days from the date of such filing. The City shall notify the appellant of the time and location at least ten (10) days prior to the date of the hearing.

E. At the hearing, the appellant may present any information they deem relevant to the decision appealed. The formal rules of evidence and procedure applicable in a court of law shall not apply to the hearing.

F. At the conclusion of the hearing the City Council may affirm, reverse, or modify the decision appealed. The decision of the City Council shall be a final administrative decision, subject to judicial review and remedies.

4-14-13: Change in Location; Updated Application Information.

A. A permittee may change the business location specified in a commercial cannabis business permit upon submission and approval of a change in location application promulgated, as a ministerial duty, by the City Manager pursuant to regulations adopted under Section 4-14-29 within one-hundred eighty (180) days following the effective date of this Chapter 14. The permittee shall pay an application fee established by resolution of the City Council to cover all costs incurred by the City in the review and processing of change in location applications. The City Manager shall process such change in location applications as a ministerial duty within sixty (60) days of receipt.

B. An applicant or permittee shall notify the City Manager or designee(s) within fifteen (15) calendar days of any material change in the information provided in the applicant or permittee's commercial cannabis business permit application or any change in status of compliance with the provisions of this Chapter 14, including any change in the cannabis business ownership or management.

4-14-14: Transfer of a Commercial Cannabis Business Permit.

A. An owner of a commercial cannabis business permit shall not transfer ownership or control of such permit to another person unless and until the permittee and transferee obtain an amendment to the permit from the City Manager stating that the transferee is now an owner of the permittee. A permittee may change the ownership specified in a commercial cannabis business permit upon submission and approval of a change in ownership application promulgated, as a ministerial duty, by the City Manager pursuant to regulations adopted under Section 4-14-29 within one-hundred eighty (180) days following the effective date of this Chapter 14. The permittee shall pay an application fee established by resolution of the City Council to cover all costs incurred by the City in the review and processing of change in ownership applications. The City Manager shall process such change in ownership applications as a ministerial duty once the City Manager reasonably determines that the transferee passed the background check required for owners and meets all other requirements of this Chapter 14.

B. Notwithstanding Subsection A, during the first three years following the issuance of a commercial cannabis business permit, the City Manager shall not process any application

to change the ownership or control of a commercial cannabis business permit that results in the permittee altering its ownership composition in a manner that would result in the permittee not being entitled to points it was awarded when the permittee was an applicant pursuant to Section 4-14-7. For example, if a permittee received 25 points when it was an applicant for providing documentation that an owner or owners of the applicant with an aggregate ownership interest of fifty-one (51) percent or more are an owner or owners with an aggregate ownership interest of fifty-one (51) percent or more prior to May 31, 2021, of an existing licensed or permitted cannabis retailer, or an existing licensed or permitted microbusiness with a retail sales component (and remains an owner or owners with an aggregate ownership interest of fifty-one (51) percent or more on the date of the application submission under this Section 4-14-7) with a collective bargaining agreement with a labor organization that currently represents cannabis workers in the United States effective since at least May 31, 2021, inclusive of renewals (and remaining effective, inclusive of renewals, on the date of the application submission), the City Manager shall not process or authorize any change in ownership or control of the permittee if the change would result in the permittee being unable to continue to satisfy the aforementioned criteria subsequent to its approval.

C. Notwithstanding Subsection A, no commercial cannabis business permit may be transferred when the City Manager has notified the permittee that its commercial cannabis business permit has been or may be suspended or revoked.

D. Any attempt to transfer a commercial cannabis business permit either directly or indirectly in violation of this Section 4-14-14 is hereby declared void, and such an unpermitted transfer shall be deemed a ground for revocation of the permit.

4-14-17: Records and Recordkeeping.

A. Each cannabis business shall maintain accurate books and records in an electronic format, which detail all revenues and expenses of the business, including, but not limited to, all of its assets and liabilities. On no less than an annual basis (at or before the time of the renewal of a commercial cannabis business permit issued pursuant to this Chapter 14), or at any time upon reasonable request of the City, each cannabis business shall file a sworn statement detailing the number of sales by the cannabis business during the previous 12-month period (or shorter period based upon the timing of the request) detailing sales for each month within such period in question. The statement shall also include gross sales for each month and all applicable taxes paid or due to be paid. On an annual basis, each cannabis business shall submit to the City a financial audit of the business's operations conducted by an independent certified public accountant. Each permittee shall be subject to a regulatory compliance review and financial audit as determined by the City Manager.

B. Each cannabis business shall maintain a current register of the names and the contact information (including the name, address, and telephone number) of anyone owning or holding an interest in the cannabis business and, separately, the same contact information of all officers, managers, employees, agents, and volunteers currently employed or otherwise engaged by the cannabis business. The register required by this paragraph shall be provided to the City Manager upon a reasonable request.

C. Each cannabis business shall maintain a record of all distributions of cannabis and cannabis products to other cannabis businesses authorized by State law for a period of no less than seven (7) years.

D. All cannabis businesses shall maintain an inventory control and reporting system that accurately documents the present location, amounts, and descriptions of all cannabis and cannabis products for all stages of the growing, production, manufacturing, laboratory testing, distribution, sale, delivery, or other commercial cannabis activity processes until purchase or distribution.

E. Subject to any applicable restrictions under the Health Insurance Portability & Accountability Act ("HIPAA") regulations, each cannabis business shall grant the City Manager access to the business's books, records, accounts, together with any other data or documents relevant to its permitted commercial cannabis activities, for the purpose of conducting an audit or examination. Books, records, accounts, and any and all relevant data or documents shall be produced no later than five (5) business days after receipt of the City Manager's request for such data, unless otherwise stipulated by the City Manager. The City Manager may require the materials to be submitted in an electronic format that is compatible with the City's software and hardware.

4-14-18: Security Measures.

A. A cannabis business shall implement sufficient security measures to deter and prevent the unauthorized entrance into areas containing cannabis or cannabis products and to deter and prevent the theft of cannabis or cannabis products at the cannabis business. Except as may otherwise be determined by the Chief of Police, these security measures shall include, but are not limited to, all of the following:

1. Preventing individuals from remaining on the premises of the cannabis business if they are not engaging in an activity directly related to the permitted operations of the cannabis business.

2. Establishing limited access areas accessible only to authorized cannabis business personnel.

3. Except for live plants, which are being cultivated at a cultivation facility, all cannabis and cannabis products shall be stored in a secured and locked room, safe, or vault. All cannabis and cannabis products, including live plants which are being cultivated, shall be kept in a manner designed to prevent diversion, theft, and loss.

4. Installing twenty-four-hour security surveillance cameras of at least HD-quality to monitor all entrances and exits to and from the premises, all interior spaces within the cannabis business, which are open and accessible to the public, all interior spaces where cannabis, cash or currency, is being stored for any period of time on a regular basis, and all interior spaces where diversion of cannabis could reasonably occur. The cannabis business shall be responsible for ensuring that the security surveillance camera's footage is remotely accessible by the Chief of Police, and that it is compatible with the city's software and hardware. In addition, remote and real-time, live access to the video footage from the cameras shall be provided to the Chief of Police. Video recordings shall be maintained for a minimum of ninety (90) days and shall be made available to the Chief of Police

upon request. Video shall be of sufficient quality for effective prosecution of any crime found to have occurred on the site of the cannabis business.

5. Sensors shall be installed to detect entry and exit from all secure areas.

6. Panic buttons shall be installed in all cannabis businesses.

7. Having a professionally installed, maintained, and monitored alarm system.

8. Any bars installed on the windows or the doors of the cannabis business shall be installed only on the interior of the building.

9. Security personnel shall be on-site twenty-four (24) hours a day unless the cannabis business has an alternative security program authorized by the Police Chief or designee(s). Security personnel must be licensed by the State Bureau of Security & Investigative Services personnel and shall be subject to the prior review and approval of the Chief of Police, which shall not be unreasonably withheld.

10. Each cannabis business shall install standby generators and have the capability to remain secure during a power outage and shall ensure that all access doors are not solely controlled by an electronic access panel to ensure that locks are not released during a power outage.

11. Additional security measures may be added through the review of a commercial cannabis business permit application.

B. Each cannabis business shall identify a designated security representative/liaison to the City, who shall be reasonably available to meet with the Chief of Police regarding any security related measures or and operational issues.

C. Each cannabis business (including as part of the commercial cannabis business permit application process) shall have a storage and transportation plan and currency management plan, which describes in detail the procedures for safely and securely storing, disposing and transporting all cannabis, cannabis products, and any currency.

D. The cannabis business shall cooperate with the City whenever the Chief of Police makes a request, upon reasonable notice to the cannabis business, to inspect or audit the effectiveness of any security plan or of any other requirement of this Chapter 14.

E. A cannabis business shall notify the Chief of Police within twenty-four (24) hours after discovering any of the following:

1. Significant discrepancies identified during inventory. The level of significance shall be determined by the regulations promulgated by the City Manager.

2. Diversion, theft, loss, or any criminal activity involving the cannabis business or any agent or employee of the cannabis business.

3. The loss or unauthorized alteration of records related to cannabis and cannabis products or registering customers or employees and/or agents of the cannabis business.

4. Any other breach of security.

4-14-19: Restriction on Alcohol and Tobacco Sales.

No person shall cause or permit the sale, dispensing, or consumption of alcoholic beverages or tobacco on or about the premises of the cannabis business.

4-14-20: Fees and Charges.

A. No person may commence or continue any commercial cannabis activity in the City without timely paying in full all fees and charges required for the operation of a commercial cannabis activity. Fees and charges associated with the operation of such activity shall be established by resolution of the City Council which may be amended from time to time.

B. All cannabis businesses authorized to operate under this Chapter 14 shall pay all sales, use, business and other applicable taxes, and all license, registration, and other fees required under federal, State, and local law. Each cannabis business shall cooperate with City with respect to any reasonable request to audit the cannabis business' books and records for the purpose of verifying compliance with this Section 4-14-20, including, but not limited to, a verification of the amount of taxes required to be paid during any period.

4-14-21: Generally Applicable Operating Requirements.

A. Cannabis businesses may operate only during the hours specified in the commercial cannabis business permit issued by the City and must comply with State law at all times.

B. Cannabis shall not be consumed on the premises of any cannabis businesses.

C. No cannabis or cannabis products or graphics depicting cannabis or cannabis products shall be visible from the exterior of any property issued a commercial cannabis business permit or on any of the vehicles owned or used as part of the cannabis business. No outdoor storage of cannabis or cannabis products is permitted at any time.

D. Each cannabis business shall have in place a point-of-sale or management inventory tracking system to track and report on all aspects of the cannabis business including, but not limited to, such matters as cannabis tracking, inventory data, gross sales (by weight and by sale), and other information which may be deemed necessary by the City. The cannabis business shall ensure that such information is compatible with the City's record-keeping systems. In addition, the system must have the capability to produce historical transactional data for review. Furthermore, any system selected must be approved and authorized by the City Manager prior to being used by a permittee.

E. All cannabis and cannabis products sold, distributed, and/or manufactured shall be cultivated, manufactured, and distributed by licensed facilities that maintain operations in full conformance with the State and local regulations. The packaging and labeling of cannabis and cannabis products shall comply at all times with State law.

F. There shall not be a physician located in any cannabis business at any time for the purpose of evaluating patients for the issuance of a medicinal cannabis recommendations.

G. Each cannabis business shall provide the City Manager with the name, telephone number (both land line and mobile, if available) of an on-site employee or owner to whom emergency notice can be provided at any hour of the day.

H. Signage and Notices.

1. In addition to the requirements otherwise set forth in this Section 4-14-21, business identification signage for a cannabis business shall conform to the requirements of the City Municipal Code, including, but not limited to, seeking the issuance of a City sign permit.

2. No signs placed on the premises of a cannabis business shall obstruct any entrance or exit to the building or any window.

3. Each entrance to a cannabis business shall be visibly posted with a clear and legible notice indicating that smoking, ingesting, or otherwise consuming cannabis on the premises, or in the areas adjacent to the premises, is prohibited.

4. The entrance to the cannabis business shall be clearly and legibly posted with a notice that no person under the age of twenty-one (21) years of age is permitted to enter upon the premises of the cannabis business, other than as lawful customers permitted under State law in the case of retailers.

5. No cannabis business shall advertise by having a person holding a sign and advertising the business to passersby, whether such person is on the premises of the cannabis business or elsewhere including, but not limited to, the public right-of-way.

I. Other than as lawful customers permitted under State law in the case of retailers, individuals under the age of twenty-one (21) years shall not be allowed on the premises of a cannabis business and shall not be allowed to serve as a driver for a cannabis business. It shall be unlawful and a violation of this Chapter 14 for any person to employ any person at a cannabis business who is not at least twenty-one (21) years of age.

J. Odor control devices and techniques shall be incorporated in all cannabis businesses to ensure that odors from cannabis are not detectable off-site. Cannabis businesses shall provide a sufficient odor absorbing ventilation and exhaust system so that odor generated inside the cannabis business that is distinctive to its operation is not detected outside of the facility, anywhere on adjacent property or public rights-of-way, on or about the exterior or interior common area walkways, hallways, breezeways, foyers, lobby areas, or any other areas available for use by common tenants or the visiting public, or within any other unit located inside the same building as the cannabis business. As such, cannabis businesses must install and maintain the following equipment, or any other equipment which the City Manager determines is a more effective odor control method or technology:

1. An exhaust air filtration system with odor control that prevents internal odors from being emitted externally; and

2. An air system that creates negative air pressure between the cannabis business's interior and exterior, so that the odors generated inside the cannabis business are not detectable on the outside of the commercial cannabis business.

K. The original copy of the commercial cannabis business permit issued by the City pursuant to this Chapter 14 and the City issued business license shall be posted inside the cannabis business in a location readily visible to the public.

L. Pursuant to Sections 11105(b)(11) and 13300(b)(11) of the State Penal Code, which authorizes City authorities to access State and local summary criminal history information for employment, licensing, or certification purposes; and authorizes access to federal level criminal history information by transmitting fingerprint images and related information to the Department of Justice to be transmitted to the Federal Bureau of Investigation, every person listed as an owner, manager, supervisor, employee, or volunteer of the cannabis business must submit fingerprints and other information deemed necessary by the Chief of Police for a background check by the City Police Department. Pursuant to Sections 11105(b)(11) and 13300(b)(11) of the State Penal Code, which requires that there be a requirement or exclusion from employment, licensing, or certification based on specific criminal conduct on the part of the subject of the record, no person shall be issued a commercial cannabis business permit unless they have first cleared the background check, as determined by the Chief of Police, as required by this Chapter 14. A fee for the cost of the background investigation, which shall be the actual cost to the City to conduct the background investigation as it deems necessary and appropriate, shall be paid at the time the application for a commercial cannabis business permit is submitted.

M. The cannabis business shall prohibit loitering by persons outside the facility both on the premises and within fifty (50) feet of the premises.

N. Within sixty (60) days of licensure, for a permittee with two (2) or more employees, the permittee shall attest to the City that the permittee has entered into a labor peace agreement and will abide by the terms of the agreement. The permittee shall submit a copy of the page of the labor peace agreement that contains the signatures of the labor representative and the applicant. For permittees with less than two (2) employees who have not yet entered into a labor peace agreement, the permittee shall provide a notarized statement indicating that the applicant will enter into and abide by the terms of a labor peace agreement within thirty (30) days after employing two (2) employees. If an attestation that the permittee is party to a labor peace agreement, and a copy of the page of the labor peace agreement that contains the signatures of the labor representative was submitted to the City by the permittee as part of the application process, that will meet this obligation.

O. Cannabis businesses shall implement a workforce plan that includes at least the following provisions:

1. Commitment for thirty percent (30%) of employees to be local hires; this local hiring requirement is satisfied when a cannabis business shows that it has either hired or made a good faith effort to hire bona fide residents of the City or persons that may establish residency after initial employment with the permittee;

2. Commitment to offer apprenticeships and/or compensation for continuing education in the field of commercial cannabis activity; and

3. Entering into a collective bargaining agreement and/or paying a living wage to employees. "Living wage" means fifty percent (50%) more than the applicable

amount of the hourly minimum wage mandated by State law (convertible to an annual salary by multiplying that hourly minimum wage by 2,080, as applicable), whichever is greater.

P. It shall be unlawful for a cannabis business to discriminate in any manner or take adverse action against any employee in retaliation for exercising rights protected under this Chapter 14 or City or State law. These rights include, but are not limited to (i) the right to file a complaint or inform any person about any party's alleged noncompliance with this Chapter 14 or City or State law and (ii) the right to inform any person of his or her potential rights under this this Chapter 14 or City or State law and to assist him or her in asserting such rights. Protections under this this Chapter 14 or City or State law shall apply to any employee who mistakenly, but in good faith, alleges noncompliance with this this Chapter 14 or City or State law. Taking adverse action against an employee within ninety (90) days of the employee's exercise of rights protected under this this Chapter 14 or City or State law shall raise a rebuttable presumption of having done so in retaliation for the exercise of such rights.

4-14-22: Additional Operational Requirements in General.

The City Manager may, pursuant to Section 4-14-29, develop additional cannabis business operational requirements or regulations for all authorized commercial cannabis activities as are determined to be necessary to protect the public health, safety, and welfare.

4-14-23: Additional Operating Requirements for Cultivation Sites.

If the City Council should amend this Chapter 14 and Title 15 of the City Municipal Code to permit the issuance of commercial cannabis business permits for the commercial cannabis activity of cultivation within the City, the City Council shall amend this Section to adopt operating requirements for cultivation within the City.

4-14-24: Additional Operating Requirements for Manufacturing Sites.

If the City Council should amend this Chapter 14 and Title 15 of the City Municipal Code to permit the issuance of commercial cannabis business permits for the commercial cannabis activity of manufacturing within the City, the City Council shall amend this Section to adopt operating requirements for manufacturing within the City.

4-14-25: Additional Operating Requirements for Testing Laboratories.

If the City Council should amend this Chapter 14 and Title 15 of the City Municipal Code to permit the issuance of commercial cannabis business permits for the commercial cannabis activity of testing laboratories within the City, the City Council shall amend this Section to adopt operating requirements for testing laboratories within the City.

4-14-26: Additional Operating Requirements for Distributors.

If the City Council should amend this Chapter 14 and Title 15 of the City Municipal Code to permit the issuance of commercial cannabis business permits for distributors based within the City, the City Council shall amend this Section to adopt operating requirements for distributors based within the City.

4-14-27: Additional Operating Requirements for Retailers.

A. Retailers and the operation thereof shall comply with State law at all times.

B. Prior to dispensing medicinal cannabis or medicinal cannabis products to a qualified patient, a retailer shall verify the age and all necessary documentation of each customer to ensure the customer is not under the age of eighteen (18) years and obtain verification from the recommending physician that the person requesting medicinal cannabis or medicinal cannabis products is a qualified patient, and shall maintain a copy of the physician recommendation or identification card as described in Sections 11362.71 through 11362.77 of State Health & Safety Code, as may be amended from time to time, on site for period of not less than seven (7) years.

C. Prior to dispensing cannabis or cannabis products to an adult-use customer, a retailer shall verify the age and all necessary documentation of each customer to ensure the customer is not under the age of twenty-one (21) years.

D. All restroom facilities shall remain locked and under the control of managers onsite.

E. A retailer shall notify customers (verbally or by written agreement) and by posting of a notice or notices conspicuously in at least 15-point type within the permitted premises that state as follows:

1. "The sale or diversion of cannabis or cannabis products without a license issued by the City of El Segundo is a violation of State law and the El Segundo Municipal Code."

2. "Secondary sale, barter, or distribution of cannabis or cannabis products purchased from a permittee is a crime and can lead to arrest."

3. "Customers must not loiter in or near these premises and may not consume cannabis or cannabis products in the vicinity of this business or in any place not lawfully permitted. These premises and vicinity are monitored to ensure compliance."

4. "WARNING: The use of cannabis or cannabis products may impair a person's ability to drive a motor vehicle or operate heavy machinery."

5. "CALIFORNIA PROP. 65 WARNING: Smoking of cannabis and cannabis-derived products will expose you and those in your immediate vicinity to cannabis smoke. Cannabis smoke is known by the State of California to cause cancer and reproductive harm."

4-14-28: Additional Operating Requirements for Delivery.

A. Delivery shall comply with State law at all times.

B. Security plans developed pursuant to this Chapter 14 shall include provisions relating to vehicle security and the protection of employees and product during loading and in transit.

C. A retailer shall facilitate the delivery of cannabis or cannabis products with a technology platform owned by or licensed to the delivery-only retailer that uses point-of-sale technology to track and database technology to record and store the following information for each transaction involving the exchange of cannabis or cannabis products between the retailer and customer:

1. The identity of the individual dispensing cannabis or cannabis products on behalf of the permittee;

2. The identity of the customer receiving cannabis or cannabis products from the permittee;

3. The type and quantity of cannabis or cannabis products dispensed and received;

4. The gross receipts charged by the permittee and received by the individual dispensing cannabis or cannabis products on behalf of the permittee for the cannabis or cannabis products dispensed and received; and

5. The location or address where the sale or retail sale took place or closed.

D. A permittee shall maintain a database and provide a list of the individuals and vehicles authorized to conduct delivery, and a copy of the valid State driver's license issued to the driver of any such vehicle on behalf of the retailer to the Chief of Police.

E. Individuals making deliveries of cannabis or cannabis products on behalf of the retailer shall maintain a physical copy of the delivery request (and invoice) and shall make it available upon the request of agents or employees of the City requesting documentation.

F. During delivery, a copy of the permittee's commercial cannabis business permit and State license shall be in the vehicle at all times, and the driver shall make it available upon the request of agents or employees of the City requesting documentation.

G. A retailer shall only permit or allow delivery of cannabis or cannabis products in a vehicle that is (i) insured at or above the legal requirement in the State; (ii) capable of securing (locking) the cannabis or cannabis products during transportation; (iii) capable of being temperature controlled if perishable cannabis or cannabis products is being transported; and (iv) does not display advertising or symbols visible from the exterior of the vehicle that suggest the vehicle is used for cannabis delivery or affiliated with a retailer.

H. A retailer shall facilitate deliveries with a technology platform owned by or licensed to the retailer that uses global positioning system technology to track, and database technology to record and store the following information:

1. The time that the individual conducting delivery on behalf of the retailer departed the licensed premises.

2. The time that the individual conducting delivery on behalf of the retailer completed delivery to the customer.

3. The time that the individual conducting delivery on behalf of the retailer returned to the licensed premises.

4. The route the individual conducting delivery on behalf of the retailer traveled between departing and returning to the licensed premises to conduct delivery.

5. For each individual delivery transaction, the identity of the individual conducting deliveries on behalf of the retailer.

6. For each individual delivery transaction, the vehicle used to conduct delivery on behalf of the retailer.

7. For each individual delivery transaction, the identity of the customer receiving cannabis or cannabis products from the retailer.

8. For each individual delivery transaction, the type and quantity of cannabis or cannabis products dispensed and received.

9. For each individual delivery transaction, the gross receipts charged by the retailer and received by the individual conducting deliveries on behalf of the retailer for the cannabis or cannabis products dispensed and received.

I. The individual making deliveries on behalf of the retailer shall personally verify for each individual delivery transaction the identity of the customer receiving cannabis or cannabis products from the retailer and (a) for medicinal cannabis or medicinal cannabis products to a qualified patient, the age and all necessary documentation of each customer to ensure the customer is not under the age of eighteen (18) years and obtain verification from the recommending physician that the person requesting medicinal cannabis or medicinal cannabis products is a qualified patient, and shall maintain a copy of the physician recommendation or identification card as described in Sections 11362.71 through 11362.77 of State Health & Safety Code, as may be amended from time to time, on site for period of not less than seven (7) years or (b) for cannabis or cannabis products to an adult-use customer, age and all necessary documentation of each customer to ensure the customer is not under the age of twenty-one (21) years.

4-14-29: Promulgation of Regulations, Standards, and Other Legal Duties.

A. Consistently with stated requirements of this Chapter 14 (and in particular not to repeal or constructively repeal this Chapter 14), in addition to any regulations adopted under State law, the City Manager is authorized to establish any additional rules, regulations, and standards governing the issuance, denial or renewal of commercial cannabis business permits, the ongoing operation of cannabis businesses, and the City's oversight, or concerning any other subject determined to be necessary to carry out the purposes of this Chapter 14.

B. Such regulations shall be published on the City's website.

C. Regulations promulgated by the City Manager shall become effective upon date of publication. Cannabis businesses shall be required to comply with all State and local laws and regulations, including but not limited to any rules, regulations or standards adopted by the City Manager.

4-14-30: Community Relations.

A. Each cannabis business shall provide the name, telephone number, and email address of a community relations contact to whom notice of problems associated with the cannabis business can be provided. Each cannabis business shall also provide the above information to all businesses and residences, in the City, located within one hundred and fifty (150) feet of the cannabis business. Such community relations contact shall respond to any complaints within forty-eight (48) hours of receipt of such complaints.

B. During the first year of operation pursuant to this Chapter 14, the owner(s), manager(s), and community relations representative from each cannabis business holding a commercial cannabis business permit issued pursuant to this Chapter 14 shall attend a quarterly meeting with the City Manager and other interested parties as deemed appropriate by the City Manager, to discuss costs, benefits, and other community issues arising as a result of implementation of this Chapter 14. After the first year of operation, the owner(s), manager(s), and community relations representative from each such cannabis business shall meet with the City Manager when and as requested by the City Manager.

C. Cannabis businesses to which a commercial cannabis business permit is issued pursuant to this Chapter 14 shall develop and make available to youth organizations and educational institutions a public education plan that outlines the risks of youth addiction to cannabis, and that identifies resources available to youth related to drugs and drug addiction.

4-14-31: Fees Deemed Debt to City.

The amount of any fee, cost, or charge imposed pursuant to this Chapter 14 shall be deemed a debt to the City that is recoverable via authorized processes as set forth in the City Municipal Code or available through any court of competent jurisdiction.

4-14-32: Permittee, Owner, and Property Owner Responsible for Violations.

A. Each permittee and each owner and each manager of the permittee (and each individual owner and each individual manager of an owner or manager of the permittee) shall be responsible for all violations of the laws of the State or of the regulations and/or the ordinances of the City occurring within the City or in or about the premises of the cannabis business, if committed by the permittee or any employee or agent of the permittee and whether or not said violations occur within the permittee, owner, or manager's presence.

B. No person may engage in any commercial cannabis activity within the City unless the person is in compliance with the requirements of this Chapter 14.

C. It shall be unlawful to rent, lease, or otherwise permit any commercial cannabis activity at any location, structure, or vehicle in the City by a person (1) that does not have a valid commercial cannabis business permit issued by the City; (2) that does not have a valid State license; (3) that does not have any other applicable approvals, including, but not limited to, a building permit and City business license; or (4) that is not currently in compliance with all applicable State and local laws and regulations pertaining to the commercial cannabis activity. Property owners shall have strict liability for any commercial cannabis activity at any location, structure, or vehicle in the City by a person (1) that does

not have a valid commercial cannabis business permit issued by the City or (2) that does not have a valid State license.

4-14-33: Inspection and Enforcement.

A. The City Manager, Chief of Police, or designee(s) charged with enforcing the provisions of the City Municipal Code, or any provision thereof, may enter the location of a cannabis business at any time, without notice, and inspect the location of any cannabis business as well as any recordings and records required to be maintained pursuant to this Chapter 14 or under applicable provisions of State law.

B. It is unlawful for any person having responsibility over the operation of a cannabis business, to impede, obstruct, interfere with, or otherwise not to allow, the City to conduct an inspection, review or copy records, recordings, or other documents required to be maintained by a cannabis business under this Chapter 14 or under State or local law. It is also unlawful for a person to conceal, destroy, deface, damage, or falsify any records, recordings or other documents required to be maintained by a cannabis business under this Chapter 14 or under State or local law.

C. The City Manager, Chief of Police, or designee(s) charged with enforcing the provisions of this Chapter 14 may enter the location of a cannabis business at any time during the hours of operation and without notice to obtain samples of the cannabis to test for public safety purposes. Any samples obtained by the City shall be logged, recorded, and maintained in accordance with the City Police Department standards for evidence.

4-14-34: Concurrent Regulation with State.

It is the stated intent of this Chapter 14 to regulate commercial cannabis activity in the City concurrently with the State.

4-14-35: Violations Declared a Public Nuisance.

Each and every material violation of the provisions of this Chapter 14 is hereby deemed unlawful and a public nuisance.

4-14-36: Each Violation a Separate Offense.

Each and every violation of this Chapter 14 shall constitute a separate violation and shall be subject to all remedies and enforcement measures authorized by the City Municipal Code. Additionally, as a nuisance per se, any material violation of this Chapter 14 shall be subject to injunctive relief, any commercial cannabis business permit issued pursuant to this Chapter 14 being deemed null and void, disgorgement, and payment to the City of any monies unlawfully obtained, costs of abatement, costs of investigation, attorney's fees, and any other relief or remedy available at law or in equity. The City may also pursue any and all remedies and actions available and applicable under State and local laws for any violations committed by the cannabis business or persons related to, or associated with, the commercial cannabis activity. Additionally, when there is determined to be an imminent threat to public health, safety or welfare, the City Manager, Chief of Police, or designee(s), may take immediate action to temporarily suspend a commercial cannabis business permit issued by the City, pending a public hearing before the City Council.

4-14-37: Criminal Penalties.

Each and every material violation of the provisions of this Chapter 14 may be prosecuted as a misdemeanor and upon conviction be subject to a fine not to exceed one thousand dollars ($1,000.00) or imprisonment in the County jail for a period of not more than six (6) months, or by both such fine and imprisonment. Each day a material violation is committed or permitted to continue shall constitute a separate offense.

4-14-38: Remedies Cumulative and Not Exclusive.

The remedies provided herein are not to be construed as exclusive remedies. The City is authorized to pursue any proceedings or remedies provided by law.

SECTION 5. Chapter 13B (Cannabis-Related Uses and Activities) of Title 15 (Zoning Regulations) of the City Municipal Code is hereby repealed in its entirety and amended to read as follows:

Chapter 13B: PERSONAL CANNABIS CULTIVATION

15-13B-1: Definitions.

The definition of "cannabis" and related terms for the purpose of this Chapter 13B are contained in Section 4-14-3 of the City Municipal Code.

15-13B-2: Prohibited Uses and Activities.

The establishment or operation of any commercial cannabis activity, cannabis-related activity, cannabis storage facility, or cannabis business, including any business licensed by the State or other government entity pursuant to MAURSCA, as it may be amended from time to time, shall comply with Chapter 14 of Title 4 of the City Municipal Code.

15-13B-3: Cultivation of Cannabis for Personal Use.

A. Outdoor Cultivation: The outdoor cultivation of cannabis is prohibited in the City regardless of purpose.

B. Indoor Cultivation: Not more than six (6) plants may be cultivated, planted, harvested, dried, processed, or possessed at one time by persons twenty-one (21) years of age or older when conducted within a single private residence and in a manner consistent with section 11362.2 of the State Health and Safety Code and any other applicable regulations.

15-13B-4: Interpretation.

The intent of this Chapter 13B is to prohibit the personal cultivation of cannabis, whether medical or recreational in nature, to the maximum extent allowed under State law. Nothing in this Chapter 13B should be interpreted as allowing behavior otherwise prohibited by State law and nothing in this Chapter 13B should be interpreted as prohibiting conduct that the City is expressly preempted from prohibiting under State law.

SECTION 6. Section 15-1-6 (Definitions) of Chapter 1 (Title; Interpretation; Definitions) of Title 15 (Zoning Regulations) of the City Municipal Code is hereby amended by repealing the following (with the definitions of such Section 15-1-6 appropriately reordered in sequence):

~~CANNABIS: All parts of the plant Cannabis sativa Linnaeus, Cannabis indica, or Cannabis ruderalis, whether growing or not; the seeds thereof; the resin, whether crude or purified, extracted from any part of the plant; and every compound, manufacture, salt, derivative, mixture, or preparation of the plant, its seeds, or resin, including cannabis infused in foodstuff or any other ingestible or consumable product containing cannabis. "Cannabis" also means the separated resin, whether crude or purified, obtained from cannabis. The term "cannabis" includes "medical cannabis" for the purposes set forth in the Compassionate Use Act of 1996 (Proposition 215), found at section 11362.5 of the Health and Safety Code. "Cannabis" does not include the mature stalks of the plant, fiber produced from the stalks, oil or cake made from the seeds of the plant, any other compound, manufacture, salt, derivative, mixture, or preparation of the mature stalks (except the resin extracted therefrom), fiber, oil, or cake, or the sterilized seed of the plant which is incapable of germination. "Cannabis" does not mean "industrial hemp" as defined by section 11018.5 of the Health and Safety Code.~~

~~CANNABIS ACCESSORIES: Any equipment, products or materials of any kind which are used or designed for use in planting, propagating, cultivating, growing, harvesting, manufacturing, compounding, converting, producing, processing, preparing, testing, analyzing, smoking, or vaporizing cannabis, or for ingesting, inhaling, or otherwise introducing cannabis or cannabis products into the human body.~~

~~CANNABIS CULTIVATION: Any activity involving the planting, growing, cultivating, harvesting, drying, curing, grading, trimming or processing of cannabis.~~

~~CANNABIS CULTIVATION FACILITY: A facility where cannabis is cultivated, prepared, and packaged for sale to cannabis dispensaries, to cannabis product manufacturing facilities, or to other cannabis cultivation facilities, but not to consumers.~~

~~CANNABIS DELIVERY: The commercial transfer of cannabis or cannabis products to a customer. "Delivery" also includes the use by a retailer of any technology platform owned and controlled by the retailer, or independently licensed under this division, that enables customers to arrange for or facilitate the commercial transfer by a licensed retailer of cannabis or cannabis products.~~

~~CANNABIS DISPENSARY: A facility or location, whether fixed or mobile, where cannabis, cannabis products, or devices for the use of cannabis are offered, made available to, or provided, either individually or in any combination, with or without remuneration, for medical, recreational, or other purposes.~~

~~CANNABIS DISTRIBUTION: The procurement, sale, and transport of cannabis and cannabis products between State-licensed entities for commercial use purposes.~~

~~CANNABIS ESTABLISHMENT: A cannabis cultivation facility, a cannabis testing facility, a cannabis product manufacturing facility, or a cannabis dispensary.~~

~~CANNABIS MANUFACTURE: To compound, blend, extract, infuse, or otherwise make or prepare a cannabis product.~~

~~CANNABIS PRODUCT MANUFACTURING FACILITY: A facility where cannabis and cannabis products are manufactured, prepared and packaged for sale to other cannabis product manufacturing facilities or to cannabis dispensaries, but not to consumers.~~

~~CANNABIS PRODUCTS: Cannabis that has undergone a process whereby the plant material has been transformed into a concentrate, including, but not limited to, concentrated cannabis, or an edible or topical product containing cannabis or concentrated cannabis and other ingredients.~~

~~CANNABIS-RELATED ACTIVITY: Any commercial cannabis activity, cultivation of cannabis, delivery of cannabis or cannabis products, distribution of cannabis or cannabis products, dispensing of cannabis or cannabis products, manufacture of cannabis or cannabis products, sale of cannabis or cannabis products, and the operation or establishment of a cannabis or medical cannabis cooperative, dispensary, delivery service, or provider. "Cannabis-related activity" does not include the cultivation, planting, harvesting, drying, processing or possession of up to six (6) cannabis plants at one time by persons twenty one (21) years of age or older when conducted within a single private residence and in a manner consistent with Health and Safety Code section 11362.2 and any other applicable regulations.~~

~~CANNABIS STORAGE FACILITY: A facility used for the storage of cannabis, cannabis products or cannabis accessories.~~

~~CANNABIS TESTING FACILITY: A facility where cannabis is analyzed and certified for safety and potency.~~

~~COMMERCIAL CANNABIS ACTIVITY: The cultivation, possession, manufacture, distribution, processing, storing, laboratory testing, packaging, labeling, transportation, delivery, or sale of cannabis and cannabis products.~~

SECTION 7. Section 15-5C-2 (Permitted Uses) of Article C (General Commercial (C-3) Zone) of Chapter 5 (Commercial Zones) of Title 15 (Zoning Regulations) of the City Municipal Code is hereby amended to read as follows:

The following uses are permitted in the C-3 Zone:

A. Animal hospitals.

B. Daycare centers.

C. Fitness centers.

D. General offices not exceeding five thousand (5,000) square feet.

E. Hotels and motels.

F. Medical-dental offices and facilities.

G. Public uses, including, but not limited to, fire and police stations, post offices and libraries.

H. Recreational facilities (public and commercial).

I. Restaurants and cafes.

J. Retail uses (excluding off site alcohol sales).

K. Cannabis retailers that meet the requirements of title 4, chapter 14 of this Code.

L. Other similar uses approved by the Director, as provided by chapter 22 of this title.

SECTION 8. Section 2.2.3 (Prohibited Uses) of the Smoky Hollow Specific Plan 2018 is hereby amended to read as follows:

The following uses are prohibited, as defined in Appendix A (Glossary):

- Financial Institutions
- Dwelling: Single, Two, and Multiple Family
- Live/Work
- Service Stations
- General Personal/Mini Storage
- Freight Forwarding
- Medical/Dental Office/Clinic
- Data Centers
- Retail Stores (unless accessory to an allowed use or unless cannabis retailers that meet the requirements of title 4, chapter 14 of the El Segundo Municipal Code)
- Gyms/Fitness Studios
- Vehicle Sales and Services

All existing nonconforming uses listed as prohibited in this Section shall be subject to the procedures outlined in Section 4.4 (Nonconformities).

SECTION 9. Table 2-1 (Allowed Land Uses Table) of the Smoky Hollow Specific Plan 2018 is hereby amended by the addition of the following land use in such Table 2-1:

Land Use	SH-W	SH-E	PF	P[1]	Additional Regulations
Cannabis Retailer	P	—	—	—	Shall meet the requirements of title 4, chapter 14 of the El Segundo Municipal Code

SECTION 10. Sensitive Uses. The People of the City find that the definitions of the sensitive uses (day care centers, schools, and youth centers) under the amendment to Section 4-14-3 of the City Municipal Code in this Measure are subject to some degree of interpretation. However, the People of the City also find that certainty regarding the identification of sensitive

uses (day care centers, schools, and youth centers) under the amendments to Sections 4-14-3 and 4-14-6 of the City Municipal Code in this Measure is required to carry out the purpose and intent of the Measure so the that People, the City, and prospective applicants can clearly identify where and where not lawful cannabis businesses under this Measure may be located. Accordingly and pursuant to the authority delegated by the State to the People of the City under Section 26054(b) of the State Business & Professions Code and overriding the location and design requirements contained in Section 26054(b) of the State Business & Professions Code, the following sensitive uses (day care centers, schools, and youth centers) and only the following sensitive uses (day care centers, schools, and youth centers) located on the following County Assessor's Identification Numbers and only the following County Assessor's Identification Numbers shall be considered under the amendment to Section 4-14-6.A of the City Municipal Code in this Measure for the purpose of the initial establishment of cannabis retailers pursuant to the initial iteration of the cannabis retailer application procedure under the amendment to Section 4-14-7 of the City Municipal Code in this Measure (to include any review and scoring of any applications pursuant to the objective review criteria and quantitative evaluation scale under the amendment to Section 4-14-7.D of the City Municipal Code in this Measure). Only following the initial iteration of the cannabis retailer application procedure and the initial issuance of commercial cannabis business permits under the amendment to Section 4-14-7 of the City Municipal Code in this Measure, may the City Manager (his or her designee(s)) reinterpret the following list of sensitive uses (day care centers, schools, and youth centers) and County Assessor's Identification Numbers for the purpose of subsequent iterations of the cannabis retailer application procedure under the amendment to Section 4-14-7 of the City Municipal Code in this Measure, change in location applications under the amendment to Section 4-14-13 of the City Municipal Code in this Measure, and any iterations of the application procedure for commercial cannabis activity other than retailers under the amendment to Section 4-14-8 of the City Municipal Code in this Measure.

Name	Sensitive Use Type	County Assessor's Identification Number(s)
138th St Elementary School	School	4145-020-903
Acacia Park	Youth Center	4131-001-902
Arena High (Alternative) School	School	4133-004-900
Beach Babies 1	Day Care Center	4175-005-022
Beach Babies 3	Day Care Center	4138-003-008
Beach Babies 4	Day Care Center	4138-013-029
Beach Babies 5	Day Care Center	4138-009-014
Beach Cities Montessori	Day Care Center	4138-003-027
Boy Scouts of America Troop 773	Youth Center	4135-013-900
Camp Eucalyptus Girl Scouts	Youth Center	4139-021-905
Campus El Segundo Athletics Fields	Youth Center	4138-030-903
Candy Cane Park	Youth Center	4136-029-900
Center Street Elementary School	School	4139-021-901
Chevron Park	Youth Center	4138-016-015
Child Development Center	Youth Center	4138-002-901
Constitution Park	Youth Center	4139-017-801
Da Vinci Connect	School	4143-015-901
Da Vinci Schools	School	4138-003-904

Name	Sensitive Use Type	County Assessor's Identification Number(s)
Del Aire Park	Youth Center	4143-015-900
Eagles' Nest Preschool	Day Care Center	4133-004-900
El Segundo Aquatics Center	Youth Center	4138-003-905
El Segundo Cooperative Nursery School	Day Care Center	4135-014-902, 4135-013-906, 4135-013-907, 4135-015-907, 4135-015-905
El Segundo High School	School	4133-003-900, 4132-026-900, 4132-027-900, 4133-004-900
El Segundo Middle School	School	4139-027-903, 4139-027-904
El Segundo Pre-School	Day Care Center	4136-018-027
El Segundo Recreation Park	Youth Center	4135-014-902, 4135-013-906, 4135-013-907, 4135-015-907, 4135-015-905
El Segundo Teen Center & Skate Park	Youth Center	4135-013-905
Futures Academy - Manhattan Beach	School	4138-011-027
George E. Gordon Clubhouse	Youth Center	4135-014-902, 4135-013-906, 4135-013-907, 4135-015-907, 4135-015-905
Haven Academy of Arts	Youth Center	4138-013-006
Hilltop Christian Preschool	Day Care Center	4135-023-023
Hilltop Park	Youth Center	4135-023-900
Holly Valley Park	Youth Center	4131-026-900
Independence Park	Youth Center	4139-017-801
Juan Cabrillo Elementary	School	4145-015-900
Kansas Park	Youth Center	4139-028-903
Kumon Math and Reading Center of El Segundo	Youth Center	4136-025-004
Kumon Math and Reading Center of Manhattan Beach	Youth Center	4173-008-033
Library Park	Youth Center	4136-005-900
Lindamood-Bell Manhattan Beach Learning Center	Youth Center	4138-011-022
Loft Academy	Youth Center	4135-028-005
Manhattan Beach Village Turf	Youth Center	4138-026-900, 4138-026-902
Manhattan Country Club Preschool	Day Care Center	4138-018-908
Mathnasium	Youth Center	4138-006-008
Mattel Child Development Center	Day Care Center	4138-007-041, 4138-007-042
Richard Henry Dana Middle School	School	4145-020-903
Richmond Street Elementary	School	4136-003-901, 4136-004-901
Sand Dune Park	Youth Center	4176-005-900, 4175-004-901
St John's Lutheran Church Nursery Preschool	Day Care Center	4139-017-036
St. Anthony Preschool	Day Care Center	4135-022-035, 4135-022-033
St. Michael's Child Center	Day Care Center	4136-017-046

Name	Sensitive Use Type	County Assessor's Identification Number(s)
Study Hut Tutoring	Youth Center	4136-006-015
Success Learning Center	School	4145-020-903
Sycamore Park	Youth Center	4139-016-900
Urho Saari Swim Stadium	Youth Center	4136-004-902
Vistamar School	School	4138-010-008
Washington Park	Youth Center	4139-018-800, 4139-018-900
Waterhouse Guild	School	4133-009-017

SECTION 11. Categorically Exempt from CEQA. The People of the City find that the actions contemplated by the Measure, including the issuance of commercial cannabis business permits, are categorically exempt from the California Environmental Quality Act ("CEQA") under Section 15060(c)(2) and Section 15060(c)(3) of Title 14 of the State Code of Regulations and the holding by the State Supreme Court in *Tuolumne Jobs & Small Business Alliance v. Superior Court* (2014) 59 Cal.4th 1029. Further, the People of the City find that pursuant to Section 4-14-6 of Chapter 14 of the City Municipal Code as codified by this Measure, cannabis retailers are a use permitted by right in certain zoning districts within the City. As permitted in those zoning districts, cannabis retailers are similar to already existing permitted general uses in those zoning districts with the only difference being the type of product being delivered or sold.

SECTION 12. Conflicting Measures. The People of the City find and declare that the provisions of the Measure relating to the regulation of commercial cannabis activity in the City may conflict with one or more provisions of other initiative measures. It is the intent of the People that if the Measure receives a greater number of affirmative votes than a conflicting measure at the same election, this Measure shall prevail in its entirety over a conflicting measure.

SECTION 13. Severability. If any provision, section, paragraph, sentence, phrase, or word of the Measure is rendered or declared invalid, illegal, or unconstitutional by any final action in a court of competent jurisdiction or by reason or any preemptive legislation, such unconstitutionality illegality or invalidity shall only affect such provision, section, paragraph, sentence, phrase, or word and shall not affect or impair any remaining provisions, sections, paragraphs, sentences, phrases, or words, or the application of the Measure to any other person or circumstance, and to that end, the provisions hereof are severable. It is hereby declared to be the intention of the People of the City that that the Measure would have been adopted had such unconstitutional illegal or invalid provision, section, paragraph, sentence, phrase, or word not been included herein.

SECTION 14. Liberal Construction. The Measure is an exercise of the initiative power of the People of the City to provide for safe and regulated access to cannabis and cannabis products, and shall be liberally construed to effectuate that purpose.

SECTION 15. Legal Defense. If approved by a simple majority of voters, and thereafter challenged in court of competent jurisdiction, the City shall defend the Measure in such court of competent jurisdiction. The People of the City by approving this Measure by a simple majority of voter hereby declare that the proponent(s) of the Measure have a direct and personal stake in defending the Measure from constitutional or statutory challenges to the Measure's validity or implementation. In the event the City fails to defend the Measure, or the City fails to appeal an adverse judgment against this Measure, in whole or in part, in any court of competent jurisdiction,

the Measure's proponent(s) shall be entitled to assert his, her, or their direct personal stake by defending the Measure's validity and implementation in any court of competent jurisdiction and shall be empowered by the People through this Measure to act as agents of the People of the City, and the City shall indemnify the proponent(s) for reasonable attorneys' fees.

SECTION 16. Effective Date. The Measure shall be in full force and effect upon the tenth day following certification by the City Council of the election returns indicating passage of the Measure by a majority of the voters casting votes on the Measure.

SECTION 17. Exhibits. There is one exhibit to this Measure, which is incorporated herein by this reference. The exhibit is as follows:

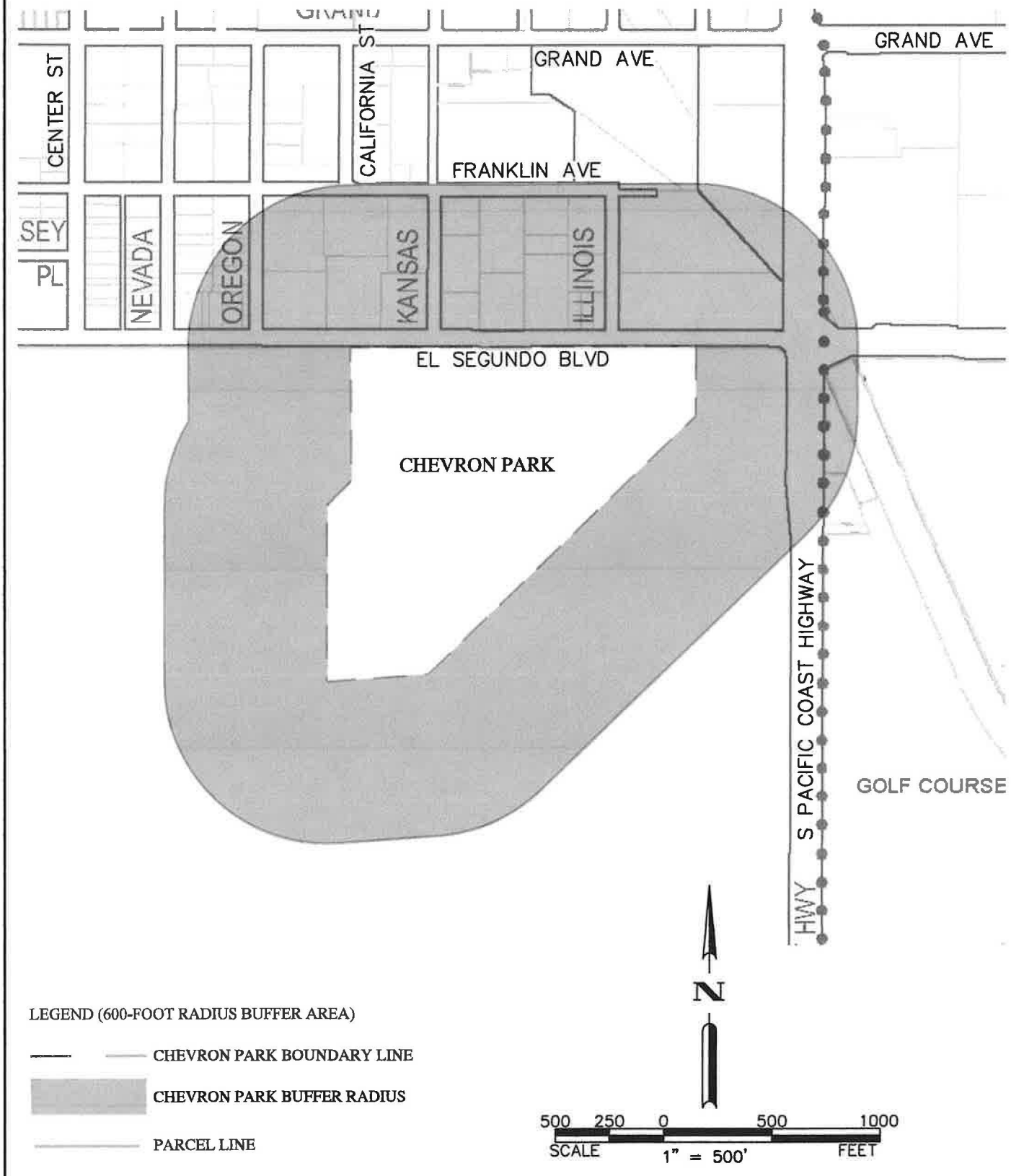
Exhibit A: Chevron Park Boundary Line & Buffer Radius

THE EL SEGUNDO CANNABIS REGULATION AND PUBLIC SAFETY MEASURE

EXHIBIT A

CHEVRON PARK BOUNDARY LINE & BUFFER RADIUS

CITY OF EL SEGUNDO
CHEVRON PARK BOUNDARY LINE & BUFFER RADIUS



LEGEND (600-FOOT RADIUS BUFFER AREA)

- CHEVRON PARK BOUNDARY LINE
- CHEVRON PARK BUFFER RADIUS
- PARCEL LINE

DATE PREPARED: 07/19/2021

City Council Agenda Statement

Meeting Date: June 7, 2022
Agenda Heading: Staff Presentations
Item Number: D.13

TITLE:

Resolution Submitting a City Cannabis Tax Initiative to the Voters per Elections Code § 9222

RECOMMENDATION:

1. Adopt a resolution, by at least two-thirds vote, submitting a City cannabis business tax initiative ballot measure to the voters at the November 8, 2022 election per Elections Code § 9215 and finding such tax initiative to not constitute a project per CEQA Guidelines § 15378(b)(4) and, therefore, exempt from CEQA pursuant to CEQA Guidelines § 15060.

2. If desired, authorize one or more members of the City Council to file a written argument for the City tax initiative on behalf of the City Council or authorize one or more members of the Council to file one or more arguments regarding the measure as individuals.

3. If desired, direct the City Attorney to prepare an impartial analysis of the City tax initiative.

FISCAL IMPACT:

No fiscal impact for FY 2021/22. If approved by voters, approximately $600,000 to $1,500,000 in annual revenue during the period that the cannabis tax is implemented. There will be election costs of approximately $5,000 ($2,513 for the County election and about $2,487 for City Attorney and staff time) associated with each ballot measure included in the November 2022 election; sufficient funds will be included in the FY 2022-23 Budget. Additional comparable costs would be associated with the City Regulatory Initiative.

BACKGROUND:

The purpose of this draft commercial cannabis tax ordinance "Cannabis Business Tax" is to adopt a tax, for revenue purposes, pursuant to Sections 37101 and 37100.5 of the

Revenue and Taxation Code, upon cannabis and hemp businesses that may engage in business in the City in the future should such activity become lawful. Approving to move forward with placing a Cannabis Business Tax on the November 2022 ballot will position the City to potentially assess and collect tax on commercial cannabis and commercial hemp activity should such commercial activity become legally permissible within El Segundo City limits at some point in the future. Having such a tax measure on City books and ready to implement is good business practice.

DISCUSSION:

The Cannabis Business Tax would be levied based upon business gross receipts except for commercial cannabis cultivation or commercial industrial hemp cultivation which shall be taxed by square footage. It is not a sales and use tax, a tax upon income, or a tax upon real property and shall not be calculated or assessed as such. The Cannabis Business Tax shall not be separately identified or otherwise specifically assessed or charged to any member, customer, patient, or caretaker. The Cannabis Business Tax is a general tax enacted solely for general, governmental purposes of the City and not for specific purposes. All of the proceeds from the tax imposed by this chapter shall be placed in the City's General Fund and be available for any lawful City purpose.

The intent of this Ordinance is to levy a tax on all cannabis or industrial hemp businesses that may operate in the City in the future, regardless of whether such business would have been legal at the time this chapter was adopted. Nothing in this chapter shall be interpreted to authorize or permit any business activity that would not otherwise be legal or permissible under laws applicable to the activity at the time the activity is undertaken.

Beginning January 1, 2023, there would be imposed, upon each person who is engaged in business as a cannabis business, a cannabis business tax. Such tax would be payable regardless of whether the person has been issued a commercial cannabis business license, permit, or certificate to operate lawfully in the City or is operating unlawfully. The City’s acceptance of a cannabis business tax payment from a cannabis business operating illegally shall not constitute the City’s approval or consent to such illegal operations.

The City Council may, by resolution or ordinance, increase or decrease the rate of the cannabis business tax, including the initial rate of cannabis business tax. The City Council may, by resolution or ordinance, increase or decrease the rate of the medicinal cannabis business tax, including the initial rate of the medicinal cannabis business tax, independent of other cannabis business tax activities. In addition, the City Council would be authorized to, by resolution or ordinance, increase or decrease the rate of the cannabis business tax on hemp or hemp products, including the initial rate of the tax on hemp or hemp products independent of other cannabis activities. Notwithstanding the foregoing, in no event would the City Council repeal this tax or set any adjusted rate that

exceeds the maximum rates calculated.

The maximum rate of the cannabis business tax would be calculated as follows:

For every person engaged in commercial cannabis cultivation, including cultivation of industrial hemp, in the City through January 1, 2026, the annual maximum rate would be:

- Twenty dollars ($20.00) per square foot of canopy space in a facility that uses exclusively artificial lighting.
- Fourteen dollars ($14.00) per square foot of canopy space in a facility that uses a combination of natural and supplemental lighting as defined in Section 4-17-4 (S) of this chapter.
- Eight dollars ($8.00) per square foot of canopy space in a facility that uses no artificial lighting.
- Four dollars ($4.00) per square foot of canopy space for any nursery.

On January 1, 2026 and on each January 1, thereafter, the maximum annual tax rates specified above (Subsection 4-17-5 (C) (1) (a)), would increase by the percentage increase in the Consumer Price Index (“CPI”) for consumers in the Los Angeles-Riverside-Orange County area as published by the United States Government Bureau of Labor Statistics. However, no CPI adjustment resulting in a decrease of any tax imposed would be made.

For every person engaged in the operation of a testing laboratory for cannabis, cannabis products, industrial hemp and/or industrial hemp products, the person would be subject to a maximum tax rate not to exceed two percent (2%) of gross receipts.

For every person engaged in retail sales of cannabis, cannabis products, industrial hemp, and/or industrial hemp products, including as a retailer (dispensary) or non-storefront retailer (retail delivery business), or microbusiness, the person would be subject to the maximum tax rate not to exceed ten percent (10%) of gross receipts.

For every person engaged in the distribution of cannabis, cannabis products, industrial hemp and/or industrial hemp products, the person would be subject to a maximum tax rate not to exceed ten percent (10%) of gross receipts.
For every person engaged in manufacturing or processing of cannabis, cannabis products, industrial hemp and/or industrial hemp products, or any other type of cannabis business not described in Section 4-17-5 (C) (1), (2), (3), or (4) the person would be subject to the maximum tax rate not to exceed ten percent (10%) of gross receipts.

Persons subject to the cannabis business tax would be required to register with the City and, if applicable, pay the registration fee adopted by resolution or ordinance by the City Council.

The total annual General Fund revenue expected to be generated by the proposed Cannabis Business Tax is between $600,000 to $1,500,000.

The proposed ballot tab language reads:

To fund general municipal expenses, including essential City services such as police, fire, and emergency response services; street and park maintenance; and graffiti removal, shall an ordinance be adopted to tax cannabis or hemp businesses at initial annual rates not to exceed $20.00 per canopy square foot for cultivation (adjustable for inflation) and 10% of gross receipts for retail and all other cannabis businesses; which is expected to generate an estimated $600,000 to $1,500,000 annually?	**YES** **NO**

The attached proposed Cannabis Tax Ordinance and proposed Resolution approving a ballot measure are attached to this report. The proposed Ordinance and Resolution were drafted with the professional assistance of HdL. HdL has drafted well over 140 cannabis tax measures for municipalities in California. Their expertise on this subject matter was invaluable in determining the most appropriate recommendation to City Council for the various proposed tax rates for the City of El Segundo.

While the aforementioned tax rates are recommended by HdL and staff, the policy direction provided by City Council tonight will be incorporated into the final draft of the Ordinance and Resolution that will be brought back to City Council in June for approval. Due to the Cannabis Business Tax measure being a proposed tax, State law requires a minimum of four out five City Council members to approve the Cannabis Tax Ordinance and Resolution when it is brought back in June.

Due to the Cannabis Business Tax measure being a proposed general tax, State law requires a two-thirds vote of all members of a legislative body to approve a general tax for submission to voters, thus a minimum of four out five City Council members to approve the Cannabis Tax Ordinance and Resolution (Gov. Code, § 53724(b).)

The attached Resolution would: submit the City Business Tax to the voters in the form of the question indicated; request the County to provide certain election services; and set priorities and deadlines for the filing of written arguments and rebuttals for the measure.

With regard to a City initiative, Elections Code § 9282(b) authorizes the following to submit an argument for or against the measure:

- The City Council;
- A member or members of the Council authorized by the City Council;
- An individual voter who is eligible to vote on the measure;

- A bona fide association of citizens or a combination of voters and associations

Staff requests that the City Council determine if it seeks to file an argument regarding the measure, and, if so: (1) designate at least one member of the City Council to file a written argument regarding the measure on behalf of the entire City Council; or (2) authorize one or more members of the Council to file one or more arguments regarding the measure as individuals. The nature of the argument, i.e., in favor or against the measure should be specified. Arguments from the City Council or members of the Council receive priority for inclusion on the ballot over others that may file arguments. If the City declines to file an argument, such priority would go to arguments filed by individual voters or others qualified to submit an argument.

If directed by the City Council, the City Attorney must prepare an impartial analysis of the measure that would be included in the ballot materials (Elec. Code, § 9280.) Staff requests that the City Council determine if it seeks to direct the City Attorney to prepare such an analysis.

CITY STRATEGIC PLAN COMPLIANCE:

Goal 5: Champion Economic Development and Fiscal Sustainability

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

PREPARED BY:
Joseph Lillio, Chief Financial Officer
REVIEWED BY:
Joseph Lillio, Chief Financial Officer
APPROVED BY:
Barbara Voss, Deputy City Manager

ATTACHED SUPPORTING DOCUMENTS:

1. El Segundo Tax Ordinance 06.07.22
2. El Segundo Cannabis Business Tax Ballot Resolution 06.07.22

EXHIBIT A

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF EL SEGUNDO, CALIFORNIA ADDING CHAPTER 17 (CANNABIS BUSINESS TAX) TO TITLE 4, OF THE EL SEGUNDO MUNICIPAL CODE ESTABLISHING A TAX ON CANNABIS AND HEMP BUSINESS ACTIVITIES WITHIN THE CITY

THE PEOPLE OF THE CITY OF EL SEGUNDO DO ORDAIN AS FOLLOWS:

SECTION 1. CODE AMENDMENT. Chapter 17 is added to Title 4, of the El Segundo City Municipal Code to read as follows:

CHAPTER 17

4-17-1 Title.
4-17-2 Authority and purpose.
4-17-3 Intent.
4-17-4 Definitions.
4-17-5 Tax imposed.
4-17-6 Registration, reporting, and remittance of tax.
4-17-7 Payments and communications –timely remittance.
4-17-8 Payment – when taxes deemed delinquent.
4-17-9 Notice not required by City.
4-17-10 Penalties and interest.
4-17-11 Refunds and credits.
4-17-12 Refunds and procedures.
4-17-13 Personal cultivation not taxed.
4-17-14 Administration of the tax.
4-17-15 Appeal procedure.
4-17-16 Enforcement –action to collect.
4-17-17 Apportionment.
4-17-18 Constitutionality and legality.
4-17-19 Audit and examination of premises and records.
4-17-20 Other licenses, permits, taxes or charges.
4-17-21 Payment of tax does not authorize unlawful business.
4-17-22 Deficiency determinations.
4-17-23 Failure to report – nonpayment, fraud.
4-17-24 Tax assessment –notice requirements.
4-17-25 Tax assessment – hearing, application, and determination.
4-17-26 Relief from taxes-disaster relief.
4-17-27 Conviction for violation – taxes not waived.
4-17-28 Violation deemed misdemeanor.
4-17-29 Severability.
4-17-30 Remedies cumulative.

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4-17-31 Amendment or modification.

4-17-1 Title.

This ordinance shall be known as the Cannabis Business Tax Ordinance. This ordinance shall be applicable in the City of El Segundo, California which shall be referred to herein as "City."

4-17-2 Authority and Purpose.

The purpose of this Ordinance is to adopt a tax, for revenue purposes, pursuant to Sections 37101, and 37100.5 of the Revenue and Taxation Code, upon cannabis and hemp businesses that engage in business in the City. The Cannabis Business Tax is levied based upon business gross receipts except for commercial cannabis cultivation or commercial industrial hemp cultivation which shall be taxed on square footage. It is not a sales and use tax, a tax upon income, or a tax upon real property and shall not be calculated or assessed as such. The Cannabis Business Tax shall not be separately identified or otherwise specifically assessed or charged to any member, customer, patient, or caretaker. The Cannabis Business Tax is a general tax enacted solely for general, governmental purposes of the City and not for specific purposes. All of the proceeds from the tax imposed by this chapter shall be placed in the City's general fund and be available for any lawful City purpose.

4-17-3 Intent.

The intent of this Ordinance is to levy a tax on all cannabis or industrial hemp businesses that operate in the City, regardless of whether such business would have been legal at the time this chapter was adopted. Nothing in this chapter shall be interpreted to authorize or permit any business activity that would not otherwise be legal or permissible under laws applicable to the activity at the time the activity is undertaken.

4-17-4 Definitions.

The following words and phrases shall have the meanings set forth below when used in this chapter:

A. An "arm's length transaction" is a sale entered into in good faith and for valuable consideration at a sales price that reflects the fair market value in the open market between two informed and willing parties, neither under any compulsion to participate in the transaction.

B. "Business" shall include all activities engaged in or caused to be engaged in within the City, including any commercial or industrial enterprise, trade, profession, occupation, vocation, calling, or livelihood, whether or not carried on for gain or profit, but shall not include the services rendered by an employee to his or her employer.

C. “Calendar year” means January 1 through December 31, of the same year.

D. “Cannabis” means all parts of the plant Cannabis sativa Linnaeus, Cannabis indica, or Cannabis ruderalis, whether growing or not; the seeds thereof; the resin, whether crude or purified, extracted from any part of the plant; and every compound, manufacture, salt, derivative, mixture, or preparation of the plant, its seeds, or resin. “Cannabis” also means the separated resin, whether crude or purified, obtained from cannabis. “Cannabis” shall not include “industrial hemp,” unless otherwise specified.

E. “Cannabis product” means raw cannabis that has undergone a process whereby the raw agricultural product has been transformed into a concentrate, an edible product, or a topical product. “Cannabis product” also means cannabis products as defined by Section 11018.1 of the California Health and Safety Code and is not limited to medicinal cannabis products.

F. “Canopy” means all areas occupied by any portion of a cannabis or industrial hemp plant whether contiguous or noncontiguous on any one site. When plants occupy multiple horizontal planes (as when plants are placed on shelving above other plants) each plane shall be counted as a separate canopy area.

G. “Cannabis business” means any business activity involving cannabis or industrial hemp, including but not limited to cultivating, transporting, distributing, manufacturing, compounding, converting, processing, preparing, storing, packaging, delivering, testing, dispensing, retailing, and wholesaling of cannabis, cannabis products, industrial hemp, industrial hemp products or of ancillary products and accessories, whether or not carried on for gain or profit.

H. “Cannabis business tax” means the tax due pursuant to this chapter for engaging in a cannabis business in the City.

I. “Commercial cannabis cultivation” means cultivation of cannabis or industrial hemp undertaken in the course of conducting a cannabis business.

J. “Commercial cannabis permit” means a permit, license, certificate, or other approval issued by the City to a person to authorize that person to operate a cannabis business or engage in business as a cannabis business within the City.

K. “Cultivation” means any activity involving the planting, growing, harvesting, drying, curing, grading, or trimming of cannabis or industrial hemp and includes, but is not limited to, the operation of a nursery.

L. “Employee” means each and every person engaged in the operation or conduct of any business, whether as owner, member of the owner's family, partner, associate, agent, manager, or solicitor, and each and every other person employed or working in such business for a wage, salary, commission, barter or any other form of compensation.

M. "Engaged in business as a cannabis business" means the commencing, conducting, operating, managing, or carrying on of a cannabis business, whether done as owner, or by means of an officer, agent, manager, employee, or otherwise, whether operating from a fixed location in the City or coming into the City from an outside location to engage in such activities. A person shall be deemed engaged in business within the City if:

1. Such person or person's employee maintains a fixed place of business within the City for the benefit or partial benefit of such person;

2. Such person or person's employee owns or leases real property within the City for business purposes;

3. Such person or person's employee regularly maintains a stock of tangible personal property in the City for sale in the ordinary course of business;

4. Such person or person's employee regularly conducts solicitation of business within the City; or

5. Such person or person's employee performs work or renders services in the City.

The foregoing specified activities shall not be a limitation on the meaning of "engaged in business."

N. "Evidence of doing business" means evidence such as, without limitation, use of signs, circulars, cards, or any other advertising media, including the use of internet or telephone solicitation, or representation to a government agency or to the public that such person is engaged in a cannabis business in the City.

O. "Fiscal year" means July 1, through June 30, which is the period used by the City for financial reporting and budgeting.

P. "Gross Receipts," except as otherwise specifically provided, means, whether designated as a sales price, royalty, rent, membership fee, ATM service fee, delivery fee, slotting fee, any other fee, vaping room service charge, commission, dividend, or other designation, the total amount (including all receipts, cash, credits, services and property of any kind or nature) received or payable for sales of goods, wares or merchandise, or for the performance of any act or service of any nature for which a charge is made or credit allowed (whether such service, act or employment is done as part of or in connection with the sale of goods, wares, merchandise or not), without any deduction therefrom on account of the cost of the property sold, the cost of materials used, labor or service costs, interest paid or payable, losses or any other expense whatsoever. In the event the business is involved in a "non-arms" length transaction the gross receipts will be subject to the fair market value using a methodology approved by the Tax Administrator. However, the following shall be excluded from Gross Receipts:

1. Cash discounts were allowed and taken on sales;

2. Any tax required by law to be included in or added to the purchase price and collected from the consumer or purchaser;

3. Such part of the sale price of any property returned by purchasers to the seller as refunded by the seller by way of cash or credit allowances or return of refundable deposits previously included in gross receipts;

4. Receipts derived from the occasional sale of used, obsolete or surplus trade fixtures, machinery or other equipment used by the taxpayer in the regular course of the taxpayer's business;

5. Cash value of sales, trades or transactions between departments or units of the same business located in the City of El Segundo and if authorized by the Tax Administrator in writing in accordance with Section 4-17-14 (B);

6. Whenever there are included within the gross receipts amounts which reflect sales for which credit is extended and such amount proved uncollectible in a subsequent year, those amounts may be excluded from the gross receipts in the year they prove to be uncollectible; provided, however, if the whole or portion of such amounts excluded as uncollectible are subsequently collected, they shall be included in the amount of gross receipts for the period when they are recovered;

7. Receipts of refundable deposits, except that such deposits when forfeited and taken into income of the business shall not be excluded;

8. Amounts collected for others where the business is acting as an agent or trustee and to the extent that such amounts are paid to those for whom collected. These agents or trustees must provide the Tax Administrator with the names and the addresses of the others, and the amounts paid to them. This exclusion shall not apply to any fees, percentages, or other payments retained by the agent or trustees;

9. Retail sales of non-cannabis products, such as t-shirts, sweaters, hats, stickers, key chains, bags, books, posters, rolling papers, cannabis accessories such as pipes, pipe screens, vape pen batteries (without cannabis or industrial hemp) or other personal tangible property which the Tax Administrator has excluded in writing by issuing an administrative ruling per Section 4-17-14 shall not be subject to the cannabis business tax under this chapter.

10. Payments made by the tax-reporting cannabis business (Seller) to a cannabis business (Buyer) for the difference in the original acquisition price and subsequent renegotiated or finalized selling price of products or services sold to a specific end customer. This type of transaction is referred to as a “Billback”. The tax-reporting

cannabis business must provide supporting documentation to substantiate the transaction in order to be eligible for an exemption.

11. Any business which sells industrial hemp and/or hemp products or offers services or activities related to industrial hemp or hemp products and /or which is not required to obtain a cannabis or industrial hemp permit or license from the City or the State for the purpose of cultivating, growing, drying, curing, manufacturing, processing, packaging, transporting, distributing, testing or selling of industrial hemp either wholesale or retail shall be exempt from the cannabis tax provided that such business does not generate more than 50% of their total gross receipts in the reporting period from the business from industrial hemp activities. However, the exemption may be amended by the City Council by resolution or ordinance pursuant to Section 4-17-5 (B) to increase or decrease the percentage of the business's hemp and/or hemp products gross receipts reporting from zero to one hundred percent. To the extent the gross receipts from the hemp activities do not meet the relevant percentage to be included, this exclusion shall reduce the gross receipts to zero for the sole purpose of calculating the cannabis tax.

Q. "Industrial hemp" means a crop that is limited to types of the plant Cannabis sativa L. having no more than three-tenths of 1 percent tetrahydrocannabinol (THC) contained in the dried flowering tops, whether growing or not; the seeds of the plant; the resin extracted from any part of the plant; and every compound, manufacture, salt, derivative, mixture, or preparation of the plant, its seeds or resin produced therefrom. However, should the federal or state legislative body increase or decrease the percentage of tetrahydrocannabinol (THC) then this new limit shall be applicable to the tax unless modified by resolution or ordinance of the City Council pursuant to Section 4-17-31.

R. "Industrial hemp products" means any raw hemp that has undergone a process whereby the raw agricultural product has been transformed into a concentrate, an edible product, or a topical product. "Hemp product" also means hemp products as defined by Section 11018.5 of the California Health and Safety Code.

S. "Lighting" means a source of light that is primarily used for promoting the biological process of plant growth. Lighting does not include sources of light that primarily exist for the safety or convenience of staff or visitors to the facility, such as emergency lighting, walkway lighting, or light admitted via small skylights, windows, or ventilation openings.

T. "Medicinal cannabis" or "medicinal cannabis product" means cannabis or a cannabis product, intended to be sold or sold for use pursuant to the Compassionate Use Act of 1996 (Proposition 215), found at Section 11362.5 of the Health and Safety Code, for a medicinal cannabis patient in California who possesses a physician's recommendation, or a cannabis card issued pursuant to Health and Safety Code Section 11362.71.

U. "Nursery" means a facility or part of a facility that is used only for producing clones, immature plants, seeds, and other agricultural products used specifically for the planting, propagation, and cultivation of cannabis or industrial hemp.

V. A "non-arm's length transaction" is a transaction that does not meet the definition of an "arm's length transaction." In other words, the transaction is not a sale entered into in good faith and that reflects fair market value in the open market. One example of a non-arm's length transaction would be when a cultivator sells cannabis goods to a cannabis distributor at a sales price that is lower than what the same cultivator would to other cannabis distributors, or which does not reflect the fair market value in the open market.

W. "Person" means an individual, firm, partnership, joint venture, association, corporation, limited liability company, estate, trust, business trust, receiver, syndicate, or any other group or combination acting as a unit, whether organized as a nonprofit or for-profit entity, and includes the plural as well as the singular number.

X. "Processing" means a cultivation site that conducts only trimming, drying, curing, grading, packaging, or labeling of cannabis, industrial hemp and nonmanufactured cannabis products.

Y. "Retailer" means a person as defined in Section 4-17-4 (W) who sells cannabis, cannabis products, hemp and/or hemp products at their place of business or by delivery to an end user or customer for use or consumption rather than to another person or business for resale.

Z. "Sale" "Sell" and "to sell" means and includes any sale, exchange, or barter either as a retailer or wholesaler by a person as defined by Section 4-17-4 (W) . It shall also mean any transaction whereby, for any consideration, title to cannabis, cannabis products, industrial hemp and/or industrial hemp products are transferred from one person to another and includes the delivery of cannabis, cannabis products, industrial hemp and/or industrial hemp products pursuant to an order placed for the purchase of the same, but does not include the return of cannabis, cannabis products, industrial hemp and/or industrial hemp products to the licensee from whom the cannabis, cannabis product, industrial hemp and/or industrial hemp product was purchased.

AA. "State" means the State of California.

AB. "State license," "license," or "registration" means a state license issued pursuant to California Business & Professions Code Section 26050, and all other applicable state laws, required for operating a cannabis business.

AC. "Tax Administrator" means the City Manager of the City of El Segundo or his/her designee(s).

AD. "Testing Laboratory" means a cannabis business that (i) offers or performs tests of cannabis, cannabis products, industrial hemp and/or industrial hemp products (ii) offers no service other than such tests, (iii) sells no products, excepting only testing supplies and materials, (iv) is accredited by an accrediting body that is independent from all other persons involved in the cannabis industry in the state and (v) is registered with the Department of Cannabis Control or other state agency.

4-17-5 Tax Imposed.

A. Beginning January 1, 2023, there is imposed upon each person who is engaged in business as a cannabis business a cannabis business tax. Such tax is payable regardless of whether the person has been issued a commercial cannabis business license, permit, or certificate to operate lawfully in the City or is operating unlawfully. The City's acceptance of a cannabis business tax payment from a cannabis business operating illegally shall not constitute the City's approval or consent to such illegal operations.

B. The City Council may, by resolution or ordinance, increase or decrease the rate of the cannabis business tax, including the initial rate of cannabis business tax. The City Council may, by resolution or ordinance, increase or decrease the rate of the medicinal cannabis business tax, including the initial rate of the medicinal cannabis business tax, independent of other cannabis business tax activities. In addition, the City Council may, by resolution or ordinance, increase or decrease the rate of the cannabis business tax on hemp or hemp products, including the initial rate of the tax on hemp or hemp products independent of other cannabis activities. Notwithstanding the foregoing, in no event shall the City Council repeal this tax or set any adjusted rate that exceeds the maximum rates calculated pursuant to this chapter.

C. The maximum rate of the cannabis business tax shall be calculated as follows:

1. For every person engaged in commercial cannabis cultivation, including cultivation of industrial hemp, in the City:

    a. Through January 1, 2026, the annual maximum rate shall be:

        i. Twenty dollars ($20.00) per square foot of canopy space in a facility that uses exclusively artificial lighting.

        ii. Fourteen dollars ($14.00) per square foot of canopy space in a facility that uses a combination of natural and supplemental lighting as defined in Section 4-17-4 (S) of this chapter.

        iii. Eight dollars ($8.00) per square foot of canopy space in a facility that uses no artificial lighting.

        iv. Four dollars ($4.00) per square foot of canopy space for any nursery.

    b. On January 1, 2026 and on each January 1, thereafter, the maximum

annual tax rates specified in Subsection 4-17-5 (C) (1) (a), shall increase by the percentage increase in the Consumer Price Index ("CPI") for consumers in the Los Angeles-Riverside-Orange County area as published by the United States Government Bureau of Labor Statistics. However, no CPI adjustment resulting in a decrease of any tax imposed by this subsection shall be made.

2. For every person engaged in the operation of a testing laboratory for cannabis, cannabis products, industrial hemp and/or industrial hemp products the person shall be subject to the maximum tax rate not to exceed two percent (2%) of gross receipts.

3. For every person engaged in retail sales of cannabis, cannabis products, industrial hemp, and/or industrial hemp products, including as a retailer (dispensary) or non-storefront retailer (retail delivery business), or microbusiness, the person shall be subject to the maximum tax rate not to exceed ten percent (10%) of gross receipts.

4. For every person engaged in distribution of cannabis, cannabis products, industrial hemp and/or industrial hemp products, the person shall be subject to the maximum tax rate not to exceed ten percent (10%) of gross receipts.

5. For every person engaged in manufacturing or processing of cannabis, cannabis products, industrial hemp and/or industrial hemp products, or any other type of cannabis business not described in Section 4-17-5 (C) (1), (2), (3), or (4) the person shall be subject to the maximum tax rate not to exceed ten percent (10%) of gross receipts.

D. Persons subject to the cannabis business tax shall register with the City and if applicable pay the registration fee adopted by resolution or ordinance by the City Council.

4-17-6 Registration, reporting and remittance of tax.

A. Registration of Cannabis Business. All cannabis businesses shall be required to annually register as follows:

1. All persons engaging in business as a cannabis business, whether an existing, newly established or acquired business shall register with the Tax Administrator within thirty (30) calendar days of commencing operation and shall annually renew such registration within 30 calendar days of the business registration anniversary date of each year thereafter. In registering, such persons shall furnish to the Tax Administrator a sworn statement, upon a form prescribed by the Tax Administrator, setting forth the following information:

i. The name of the business

ii. The names and addresses of each owner

iii. The exact nature or kind of business;

iv. The place where such business is to be carried on; and

v. Any additional information which the Tax Administrator may require.

B. An annual registration fee in accordance with the current and approved City fee schedule shall be presented with the sworn statement submitted under this chapter. This fee shall not be considered a tax as described in Section 4-1-4 and may be adjusted annually by resolution or ordinance of the City Council.

C. The cannabis business tax imposed by this chapter shall be paid, in arrears, on a monthly basis. Each person owing a cannabis business tax shall on or before the last day of the month following the close of each month file with the Tax Administrator a statement ("tax statement") of the tax owed for that calendar month and the basis for calculating that tax. The Tax Administrator may require that the tax statement be submitted on a form prescribed by the Tax Administrator. The tax for each calendar month shall be due and payable on the same date that the tax statement is due.

D. Upon cessation of a cannabis business, tax statements and payments shall be immediately due for all calendar months up through the calendar month during which cessation occurred.

E. In the event that there is a change in ownership of any cannabis business:

a. The new owner is required to submit an updated registration form to the Tax Administrator;

b. The new owner is subject to an audit by the Tax Administrator; and

c. Unless otherwise provided by law, it is the joint and several liability of both the seller and buyer to remit any taxes, interest, penalties, and fees due up until the date of sale; otherwise, enforcement action may be taken pursuant to Section 4-17-16 of this chapter against both the seller and/or buyer in an amount to be determined by the Tax Administrator.

F. The Tax Administrator may, at his or her discretion, establish alternative reporting and payment periods for any taxpayer as the Tax Administrator deems necessary to ensure effective collection of the cannabis business tax. The Tax Administrator may also require that a deposit, to be applied against the taxes for a calendar month, be made by a taxpayer at the beginning of that calendar month. In no event shall the deposit required by the Tax Administrator exceed the tax amount

he or she projects will be owed by the taxpayer for the calendar month. The Tax Administrator may require that a taxpayer make payments via a cashier's check, money order, wire transfer, or similar instrument.

4-17-7 Payments and communications – timely remittance.

Whenever any payment, statement, report, request, or other communication is due, it must be received by the Tax Administrator on or before the due date. A postmark will not be accepted as timely remittance. If the due date would fall on a Saturday, Sunday or a holiday observed by the City, the due date shall be the next regular business day on which the City is open to the public.

4-17-8 Payment - when taxes deemed delinquent.

Unless otherwise specifically provided under other provisions of this chapter, the taxes required to be paid pursuant to this chapter shall be deemed delinquent if not received by the Tax Administrator on or before the due date as specified in Sections 4-17-6 and 4-17-7.

4-17-9 Notice not required by the City.

The City may as a courtesy send a tax notice to the cannabis business which owes the City a cannabis business tax. However, the Tax Administrator is not required to send a delinquency or other notice or bill to any person subject to the provisions of this chapter. Failure to send such notice or bill shall not affect the validity of any tax or penalty due under the provisions of this chapter.

4-17-10 Penalties and interest.

A. Any person who fails or refuses to pay any cannabis business tax required to be paid pursuant to this chapter on or before the due date shall pay penalties and interest as follows:

1. A penalty equal to ten percent (10%) of the amount of the tax, in addition to the amount of the tax, plus interest on the unpaid tax calculated from the due date of the tax at the rate of one percent (1%) per month.

2. If the tax remains unpaid for a period exceeding one calendar month beyond the due date, an additional penalty equal to twenty-five percent (25%) of the amount of the tax, plus interest at the rate of one percent (1%) per month on the unpaid tax and on the unpaid penalties.

3. Interest shall be applied at the rate of one percent (1%) per month on the first day of the month for the full month and will continue to accrue monthly on the tax and penalty until the balance is paid in full.

B. Whenever a check or electronic payment is submitted in payment of a cannabis business tax and the payment is subsequently returned unpaid by the bank for any reason, the

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taxpayer will be liable for the tax amount due plus any fees, penalties, and interest as provided for in this chapter, and any other amount allowed under state law.

C. The Tax Administrator may waive the penalties imposed upon any person under this Section 4-17-10 if:

1. The person requests a waiver of penalties by submitting a written request for waiver to the Tax Administrator no later than June 30 of the second fiscal year following the fiscal year in which the tax became delinquent; and

2. The person provides evidence satisfactory to the Tax Administrator that the failure to pay timely was due to circumstances beyond the control of the person and occurred notwithstanding the exercise of ordinary care and in the absence of willful neglect; and the person paid the delinquent taxes, penalties, accrued interest, and fees owed prior to applying to the Tax Administrator for a waiver.

D. The waiver provisions specified in Section 4-17-10 (C) shall not apply to interest accrued on the delinquent taxes and a waiver shall be granted only once during any twenty-four month period. The Tax Administrator's decision on a request for a waiver of penalties is final and conclusive and not subject to appeal under Section 4-17-15.

4-17-11 Refunds and credits.

A. No refund shall be made of any tax collected pursuant to this chapter, except as provided in Section 4-17-12.

B. No refund of any tax collected pursuant to this chapter shall be made because of the discontinuation, dissolution, or other termination of a business.

4-17-12 Refunds and procedures.

A. Whenever the amount of any cannabis business tax, penalty or interest has been overpaid, paid more than once, or has been erroneously collected or received by the City under this chapter, it may be refunded to the claimant who paid the tax provided that a written claim for refund signed under the penalty of perjury is filed with the Tax Administrator within one (1) year of the date the tax was originally due or paid, whichever came first. A person may only file a claim for refund if the person paid the tax. No person shall be entitled to a refund unless the person can support the claim by written records sufficient to show entitlement thereto. The Tax Administrator's decision on a claim for refund is final and conclusive and not subject to appeal under Section 4-17-15.

B. The Tax Administrator, his or her designee which may include a third party, or any other City officer charged with the administration of this chapter shall have the right to examine and audit all the books and business records of the claimant in order to determine the eligibility of the claimant to the claimed refund. No claim for refund shall be allowed if the claimant refuses to allow such examination of claimant's books and business records after requested by the Tax

Administrator to do so. The Tax Administrator may collect a fee adopted by resolution by the City Council to pay for the cost of examination and audit should the books and records be provided in a form insufficient to allow the Tax Administrator to make a determination on the claim for refund.

C. In the event that the cannabis business tax was erroneously paid in an amount in excess of the tax due, and the error is attributable to the City, the City shall refund the amount of tax erroneously paid; provided that (i) a claim for refund has been timely filed with the Tax Administrator; and (ii) the refund cannot exceed, under any circumstance, the amount of tax overpaid during the twelve months preceding the last month for which the claim states the tax was overpaid.

4-17-13 Personal Cultivation Not Taxed.

The provisions of this chapter shall not apply to personal cannabis cultivation or personal use of cannabis, to the extent those activities are authorized in the "Medicinal and Adult Use Cannabis Regulation and Safety Act," as may be amended. This chapter shall not apply to personal use of cannabis that is specifically exempted from state licensing requirements, that meets the definition of personal use or equivalent terminology under state law, and provided that the individual receives no compensation whatsoever related to that personal cultivation or use.

4-17-14 Administration of the tax.

A. It shall be the duty of the Tax Administrator to collect the taxes, interest, penalties, fees, and perform the duties required by this chapter.

B. For purposes of administration and enforcement of this chapter generally, the Tax Administrator may from time to time promulgate such administrative interpretations, rules, and procedures consistent with the purpose, intent, and express terms of this chapter as he or she deems necessary to implement or clarify such provisions or aid in enforcement.

C. The Tax Administrator may take such administrative actions as needed to administer the cannabis business tax, including but not limited to:

1. Provide to all cannabis business taxpayers forms for the reporting of the tax;

2. Provide information to any taxpayer concerning the provisions of this chapter;

3. Receive and record all taxes remitted to the City as provided in this chapter;

4. Maintain records of taxpayer reports and taxes collected pursuant to this chapter;

5. Assess penalties and interest to taxpayers pursuant to this chapter;

6. Determine amounts owed under and enforce collection pursuant to this chapter.

4-17-15 Appeal procedure.

A taxpayer aggrieved by a decision of the Tax Administrator with respect to the amount of tax, interest, penalties, and fees, if any, due under this chapter may appeal only if a hearing was requested and attended pursuant to Section 4-17-25. An appeal may be made by filing a notice of appeal with the City Clerk within thirty (30) calendar days of the serving or mailing of the Tax Administrator's decision of the amount due. Upon receipt of a timely notice of appeal, the City Clerk, or his or her designee, shall fix a time and place for hearing such appeal with a hearing officer or other appointed body by the City Council. The City Clerk, or his or her designee, shall give at least ten (10) calendar days' notice of the appeal hearing in writing to such taxpayer at the last known place of address. The hearing officer shall render a written decision that shall be served on the taxpayer at the last known place of address. The decision of the hearing officer shall be final and conclusive. Any amount found to be due by the hearing officer shall be immediately due and payable upon the service of the decision. If no notice of appeal is filed within the time prescribed in this Section, the Tax Administrator's decision with respect to the amount of tax, interest, penalties, and fees due is final and conclusive.

4-17-16 Enforcement - action to collect.

A. Any taxes, interest, penalties, and/or fees required to be paid under the provisions of this chapter shall be deemed a debt owed to the City. Any person owing money to the City under the provisions of this chapter shall be liable in an action brought in the name of the City for the recovery of such debt. The provisions of this chapter shall not be deemed a limitation upon the right of the City to bring any other action including criminal, civil and equitable actions, based upon the failure to pay the tax, interest, penalties, and/or fees imposed by this chapter or the failure to comply with any of the provisions of this chapter.

4-17-17 Apportionment.

If a person subject to the tax is operating both within the City and outside the City, it is the intent of the City to apply the cannabis business tax so that the measure of the tax fairly reflects the proportion of the taxed activity actually carried on in the City. To the extent federal or state law requires that any tax due from any taxpayer be apportioned, the taxpayer may indicate said apportionment on his or her tax return. The Tax Administrator may promulgate administrative procedures for apportionment as he or she finds useful or necessary.

4-17-18 Constitutionality and legality. This tax is intended to be applied in a manner consistent with the United States and California Constitutions and state law. None of the tax provided for by this chapter shall be applied in a manner that causes an undue burden upon interstate commerce, a violation of the equal protection or due process clauses of the Constitutions of the United States or the State of California or a violation of any other provision of the California Constitution or state law. If a person believes that the tax, as applied to him or her, is impermissible under applicable law, he or she may request that the Tax Administrator release him or her from the obligation to pay the impermissible portion of the tax.

4-17-19 Audit and examination of premises and records.

A. For the purpose of ascertaining the amount of cannabis business tax owed or verifying any representations made by any taxpayer to the City in support of his or her tax calculation, the Tax Administrator or his/her designees which may include a third party shall have the power to inspect any location where commercial cannabis activity occurs and to audit and examine all books and records (including, but not limited to bookkeeping records, access to space utilized for cannabis related activities. METRC data, and/or point-of-sale data, state and/or federal income tax returns, excise tax returns, and other records relating to the gross receipts of the business) of persons engaged in cannabis businesses. In conducting such investigation, the Tax Administrator, or his/her designees which may include a third party shall have the power to inspect space utilized for cannabis related activities, any equipment or software, such as computers, software systems, platforms, and databases (including METRC), and/or point of sale systems, to include any keys or access codes for access to and use of the equipment and/or software, that may contain such records.

B. It shall be the duty of every person liable for the collection and payment to the City of any tax imposed by this chapter to keep and preserve, for a period of at least three (3) years, all records as may be necessary to determine the amount of such tax as he or she may have been liable for the collection of and payment to the City, which records the Tax Administrator or his/her designee which may include a third party shall have the right to inspect at all reasonable times.

4-17-20 Other licenses, permits, taxes, fees, or charges.

A. Nothing contained in this chapter shall be deemed to repeal, amend, be in lieu of, replace or in any way affect any requirements for any commercial cannabis permit, City license, permit, or other certificate required by, under or by virtue of any provision of any other Chapter of this code or any other ordinance or resolution of the City, nor be deemed to repeal, amend, be in lieu of, replace or in any way affect any tax, fee or other charge imposed, assessed or required under any other Chapter of this code or any other ordinance or resolution of the City. Any references made or contained in any other Chapter of this code to any licenses, permits, certificates, taxes, fees, or charges, or to any schedule of license, permit, certificate, or fees, shall be deemed to refer to the licenses, permits or certificates, and their respective taxes, fees or charges, or schedule of fees, provided for in other Chapters of this code.

B. A commercial cannabis permit issued under the El Segundo Municipal Code may be revoked, suspended or not renewed in the event that the business holding that permit has failed to (i) make a deposit required by the Tax Administrator pursuant to Section 4-17-6 or (ii) timely pay all taxes, interest and penalties owed by that business under this chapter.

4-17-21 Payment of tax does not authorize unlawful business.

A. The payment of a cannabis business tax required by this chapter, and its acceptance by the City, shall not entitle any person to carry on any cannabis business unless the person has complied with all of the requirements of this code and all other applicable state laws.

B. No tax paid under the provisions of this chapter shall be construed as authorizing the conduct or continuance of any illegal or unlawful business, or any business in violation of any local or state law.

4-17-22 Deficiency determinations.

If the Tax Administrator is not satisfied that any statement filed as required under the provisions of this chapter is correct, or that the amount of tax is correctly computed, he or she may compute and determine the amount to be paid and make a deficiency determination upon the basis of the facts contained in the statement or upon the basis of any information in his or her possession or that may come into his or her possession within three (3) years of the date the tax was originally due and payable. One or more deficiency determinations of the amount of tax due for a period or periods may be made. When a person discontinues engaging in a cannabis business, a deficiency determination may be made at any time within three (3) years thereafter as to any liability arising from engaging in such cannabis business whether or not a deficiency determination is issued prior to the date the tax would otherwise be due. Whenever a deficiency determination is made, a notice shall be given to the person concerned in the same manner as notices of assessment are given under Sections 4-17-24 and 4-17-25.

4-17-23 Failure to report—nonpayment, fraud.

A. Under any of the following circumstances, the Tax Administrator may make and give notice of an assessment of the amount of tax owed by a person under this chapter at any time:

1. If the person has not filed a complete statement required under the provisions of this chapter;

2. If the person has not paid the tax due under the provisions of this chapter;

3. If the person has not, after demand by the Tax Administrator, filed a corrected statement, or furnished to the Tax Administrator adequate substantiation of the information contained in a statement already filed, or paid any additional amount of tax due under the provisions of this chapter; or

4. If the Tax Administrator determines that the nonpayment of any cannabis business tax due under this chapter is due to fraud, a penalty of twenty-five percent (25%) of the amount of the tax shall be added thereto in addition to penalties and interest otherwise payable under this chapter and any other penalties allowed by law.

B. The notice of assessment shall separately set forth the amount of any tax known by the Tax Administrator to be due or estimated by the Tax Administrator, after consideration of

all information within the Tax Administrator's knowledge concerning the business and activities of the person assessed, to be due under each applicable provision of this chapter and shall include the amount of any penalties or interest accrued on each amount to the date of the notice of assessment. The notice shall state that the person has thirty (30) calendar days from the date of the notice to make a written request for an informal hearing before the Tax Administrator. The notice shall also state that if the person fails to timely request an informal hearing within the time allowed, the amount determined by the Tax Administrator is final and conclusive and is immediately due and payable.

4-17-24 Tax assessment - notice requirements.

The notice of assessment shall be served upon the person either by personal delivery, by overnight delivery by a nationally-recognized courier service, or by a deposit of the notice in the United States mail, postage prepaid thereon, addressed to the person at the address of the location of the business or to such other address as he or she shall register with the Tax Administrator for the purpose of receiving notices provided under this chapter; or, should the person have no address registered with the Tax Administrator for such purpose, then to such person's last known address. For the purpose of Section 4-17-24, a service by overnight delivery shall be deemed to have occurred one (1) calendar day following deposit with a courier and service by mail shall be deemed to have occurred three (3) days following deposit in the United States mail.

4-17-25 Tax assessment - hearing, application, and determination.

Within thirty (30) calendar days after the date of service of the notice of assessment the person may apply in writing to the Tax Administrator for an informal hearing on the assessment. If application for an informal hearing is not made within the time herein prescribed, the tax assessed by the Tax Administrator shall become final and conclusive. Within thirty (30) calendar days of the receipt of any such application for an informal hearing, the Tax Administrator shall cause the matter to be set for an informal hearing before him or her, or his/her designee, no later than thirty (30) calendar days after the receipt of the application, unless a later date is agreed to by the Tax Administrator and the person requesting the informal hearing. Notice of such informal hearing shall be given by the Tax Administrator to the person requesting such informal hearing no later than five (5) calendar days prior to such informal hearing. A hearing under this section shall be informal and need not follow any formal rules of evidence. At such hearing said applicant may appear and offer evidence why the assessment as made by the Tax Administrator should not be confirmed and fixed as the tax due. After such hearing the Tax Administrator shall determine and reassess (if necessary) the proper amount of tax, interest, penalties, and fees to be charged and shall give written notice of the decision to the person in the manner prescribed in Section 4-17-24 for giving notice of assessment. No appeal of a notice of assessment may be made under Section 4-17-15 unless an informal hearing is timely requested and the person attends the hearing. If the person fails to appear at the informal hearing, the amount due determined by the Tax Administrator in the notice of assessment is final and conclusive.

4-17-26 Relief from taxes – disaster relief.

A. If a person is unable to comply with any tax requirement imposed under this chapter due to a disaster impacting its cannabis business, the person may notify the Tax Administrator of its inability to comply and request relief from the tax requirement. For purposes of this chapter, "disaster" means fire, flood, storm, tidal wave, earthquake, or similar public calamity resulting in physical damage to real property, whether or not resulting from natural causes.

B. The person shall provide any information required by the Tax Administrator including, without limitation, why relief is requested, the time period for which the relief is requested, and the reason relief is needed for the specific amount of time. The person agrees to grant the Tax Administrator or his/her designee access to the location where the cannabis business has been impacted due to a disaster.

C. The Tax Administrator, in his/her sole discretion, may provide relief from the cannabis business tax requirement for businesses whose operations have been impacted by a disaster if such tax relief does not exceed ten thousand ($10,000) dollars. Such temporary relief may be granted for a reasonable amount of time, in the Tax Administrator's sole discretion, and the amount and duration of relief should be based upon how long it would reasonably take for the cannabis business to recover from the disaster. The Tax Administrator may require that the cannabis business follow certain conditions to receive temporary relief from the cannabis business tax requirement. The Tax Administrator's decision on a request for relief and the conditions that may be imposed for relief under this section are final and conclusive and not subject to appeal under Section 4-17-15.

4-17-27 Conviction for violation - taxes not waived.

The conviction and punishment of any person for failure to pay the required tax shall not excuse or exempt such person from any civil action for the tax debt unpaid at the time of such conviction. No civil action shall prevent a criminal prosecution for any violation of the provisions of this chapter or of any state law requiring the payment of all taxes.

4-17-28 Violation deemed misdemeanor.

Any person violating any of the provisions of this chapter shall be guilty of a misdemeanor.

4-17-29 Severability.

If any provision of this chapter, or its application to any person or circumstance, is determined by a court of competent jurisdiction to be unlawful, unenforceable, or otherwise void, that determination shall have no effect on any other provision of this chapter or the application of this chapter to any other person or circumstance and, to that end, the provisions hereof are severable.

Draft

4-17-30 Remedies cumulative.

All remedies and penalties prescribed by this chapter, or which are available under any other provision of this code and any other provision of law or equity are cumulative. The use of one or more remedies by the City shall not bar the use of any other remedy for the purpose of enforcing the provisions of this chapter.

4-17-31 Amendment or modification.

Except as set forth in Section 4-17-31, this chapter may be amended or modified but not repealed by the City Council without a vote of the people. However, as required by Article XIII C of the California Constitution, voter approval is required for any amendment that would expand, extend, or increase the rate of any tax levied pursuant to this chapter beyond the maximums set forth in this chapter. The people of the City of El Segundo affirm that the following actions shall not constitute an increase of the rate of a tax:

A. The restoration or adjustment of the rate of the tax to a rate that is no higher than that allowed by this chapter, in those circumstances where, among others, the City Council has previously acted to reduce the rate of the tax or is incrementally implementing an increase authorized by this chapter;

B. An action that interprets or clarifies (i) the methodology of applying or calculating the tax or (ii) any definition applicable to the tax, so long as the interpretation or clarification (even if contrary to some prior interpretation or clarification) is not inconsistent with the provisions of this chapter; or

C. The collection of the tax imposed by this chapter even if the City had, for some period of time, failed to collect the tax.

SECTION 2. SEVERABILITY. If any section, subsection, sentence, clause, or phrase of this ordinance is for any reason held to be invalid, such decision shall not affect the validity of the remaining portions of this ordinance. The people of the City of El Segundo hereby declare that they would have passed this ordinance and each section, subsection, sentence, clause, and phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses, or phrases be declared invalid.

Draft

SECTION 3. ENVIRONMENTAL COMPLIANCE. The City Council hereby finds and determines that this resolution or ordinance is exempt from the California Environmental Quality Act, Public Resources Code Sections 21000 et seq. ("CEQA") and 14 Cal. Code Re. Sections 15000 et seq. ("CEQA Guidelines"). The calling and noticing of an election for the submission of a ballot measure to voters is not a project within the meaning of CEQA Guidelines 15378. The tax submitted to the voters is a general tax that can be used for any governmental purpose; it is not a commitment to any particular action or actions.

As such, under CEQA Guidelines Section 15378 (b)(4), the tax is not a project within the meaning of CEQA because it creates a government funding mechanism that does not involve any commitment to any specific project that may result in a potentially significant physical impact on the environment. If revenue generated by the tax were used for a purpose that would have such an effect, the City of El Segundo would undertake the required CEQA review for that particular project. Therefore, pursuant to CEQA Guideline Section 15060 CEQA analysis is not required.

SECTION 4. EFFECTIVE DATE. Pursuant to the California Constitution, Article XIIIC(2)(b) and California Elections Code § 9217, if a majority of the voters voting in the election on this measure vote in favor of the adoption of this measure, this ordinance shall be deemed valid and binding and shall be considered adopted upon the date that the vote is declared by the City Council and shall go into effect ten (10) days after that date.

This Ordinance was approved and adopted by the People of the City of El Segundo at the City's November 8, 2022 statewide election.

This Ordinance was approved by Declaration of the vote by the City Council of El Segundo on _____.

_____
Drew Boyles, Mayor

ATTEST:

_____
Tracy Weaver, City Clerk

Approved as to form:

_____
Mark D. Hensley, City Attorney

Draft

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL SEGUNDO SUBMITTING TO THE CITY VOTERS A BALLOT MEASURE TO ESTABLISH A BUSINESS TAX ON BUSINESSES WHICH SELL, DISTRIBUTE, MANUFACTURE, AND CULTIVATE CANNABIS INCLUDING INDUSTRIAL HEMP AND HEMP PRODUCTS, REQUESTING LOS ANGELES COUNTY TO PROVIDE SPECIFIC ELECTION SERVICES, AND SETTING REQUIREMENTS FOR FILING WRITTEN ARGUMENTS AND REBUTTALS, AND DIRECTING THE CITY ATTORNEY TO PREPARE AN IMPARTIAL ANALYSIS.

WHEREAS, Sections 37101 and 37100.5 of the California Government Code authorize the City to levy a license tax, for revenue purposes, upon business transacted in the City; and

WHEREAS, as a result of recent voter-approved changes to state law and new state regulations being implemented, there has been a very strong interest by cannabis businesses to open in the City; and

WHEREAS, the California Industrial Hemp Farming Act, (Government Code Section 81600 et seq. and related regulations) authorize the commercial production of Industrial Hemp in California; and

WHEREAS, the City Council will consider enactment of a cannabis and hemp regulatory ordinance; and

WHEREAS, if cannabis and hemp businesses are authorized, they are likely to create demands upon City services, and the City's current tax system does not currently impose any taxes on cultivation, manufacturing, distribution, testing lab and retail cannabis businesses, aside from generally applicable municipal taxes; and

WHEREAS, the City Council desires to adopt a tax ordinance in order to impose the tax upon cannabis and hemp businesses, to be known as the "Cannabis Business Tax"; and

WHEREAS, proceeds of the Cannabis Business Tax will be used to offset demands on City service and to augment the City's General Fund; and

WHEREAS, the Cannabis Business Tax cannot be imposed without majority voter approval; and

WHEREAS, the City Council desires to submit a Cannabis Business Tax measure to the voters of the City at a General Municipal Election to be held on Tuesday, November 8, 2022, and to be consolidated with the general municipal election and the statewide election to be held on that date.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF EL SEGUNDO RESOLVES AS FOLLOWS:

Section 1. Recitals. The City Council hereby finds and determines that the foregoing recitals are true and correct and incorporated herein by reference.

Section 2. Proposal. The City Council hereby proposes that the voters adopt an ordinance (hereafter also referenced as "measure") establishing a Cannabis Business Tax. The proposed ordinance submitted to the voters is entitled "An Ordinance of the City of El Segundo, California Adding Chapter 17 (Cannabis Business Tax) to Title 4 of the El Segundo Municipal Code Establishing a Tax on Cannabis and Hemp Business Activities within the City." The full text of the ordinance is attached to this Resolution as Exhibit "A" and incorporated by reference. The full text of the proposed ordinance is not required to be printed in the Sample Ballot and Voters Pamphlet. However, the full text shall be made available to the public and to any voter at the County Registrar Recorder/County Clerk Officed and the El Segundo City Clerk.

Section 3. Election and Consolidation.

A. The City Council adopted Resolution No. ____ to call and give notice of the City's general municipal election (the "City Election") to take place on November 8, 2022.

B. The City Council adopted Resolution No. ____ requesting Los Angeles County (the "County") to consolidate the City Election with the County-administered general election to also be held on November 8, 2022.

C. The City Council requests that the County's consolidation of the City Election include the ballot measure proposed in this Resolution for all relevant purposes.

Section 4. Ballot Question. The question submitted by Section 4 of this Resolution shall appear on the ballot as follows:

To fund general municipal expenses, including essential City services such as police, fire, and emergency response services; street and park maintenance; and graffiti removal, shall an ordinance be adopted to tax cannabis or hemp businesses at initial annual rates not to exceed $20.00 per canopy square foot for cultivation (adjustable for inflation) and 10% of gross receipts for retail and all other cannabis businesses; which is expected to generate an estimated $600,000 to $1,500,000 annually?	**YES**
	NO

Section 5. Publication of Measure. The City Clerk is directed to publish a synopsis of the measure at least one time not later than one week before the election in accordance with Section 12111 of the Elections Code.

Section 6. Approval. Under Article XIII C of the Constitution, the vote requirement for this measure to pass shall be a majority of those casting ballots on the measure (50% plus 1).

Section 7.California Environmental Quality Act. The City Council hereby finds and determines that this resolution is exempt from the California Environmental Quality Act, Public Resources Code Sections 21000 et seq. ("CEQA") and 14 Cal. Code Re. Sections 15000 et seq. ("CEQA Guidelines"). The calling and noticing of an election for the submission of a ballot measure to voters is not a project within the meaning of CEQA Guidelines 15378. The tax submitted to the voters is a general tax that can be used for any governmental purpose; it is not a commitment to any particular action or actions.

As such, under CEQA Guidelines Section 15378 (b)(4), the tax is not a project within the meaning of CEQA because it creates a government funding mechanism that does not involve any commitment to any specific project that may result in a potentially significant physical impact on the environment. If revenue generated by the tax were used for a purpose that would have such an effect, the City of El Segundo would undertake the required CEQA review for that particular project. Therefore, pursuant to CEQA Guideline Section 15060 CEQA analysis is not required.

Section 8. Canvass. The Board of Supervisors is authorized to canvass the returns of the Election pursuant to Section 10411 of the Elections Code.

Section 9. Conduct of Election. Pursuant to Section 10002 of the Elections Code, the Board of Supervisors is requested to permit the County Clerk to render all services specified by Section 10418 of the Elections Code relating to the election, for which services the City agrees to reimburse the County, in accordance with current County pro-rations and allocation procedures.

Section 10. Filing with County. The City Clerk shall file a certified copy of this Resolution with the County Registrar Recorder/County Clerk Office.

Section 11. Ballot Arguments and Rebuttals.

A. All arguments and rebuttals for the ballot measure must comply with Elections Code § 9280 et seq., including, without limitation, the following requirements:

1. Ballot arguments must not exceed 300 words in length;

2. Ballot arguments cannot be accepted unless accompanied by the printed name and signature or printed names and signatures of the author or authoirs submitting it, or if submitted on behalf of an

organization, the name of the organization and the printed name and signature of at least one of its principal officers who is the author of the argument.

3. No more than five signatures may appear with any ballot argument submitted.

B. Pursuant to Elections Code § 9282(b), the City Council authorizes _____ to file a written argument for the ballot measure on behalf of the City Council.

C. Pursuant to Elections Code § 9282(b), an indivdual voter who is eligible to vote on the ballot measure, or a bonafide association of citizens, or a combination of voters and associations may file a written argument for or against the ballot measure.

D. Ballot arguments must be submitted to the City Clerk on or before August 19, 2022.

E. Pursuant to Elections Code § 9285(a), the City Clerk will send a copy of the selected arguments for and against the ballot measure to the necessary parties.

F. The authors of arguments for or against the ballot measure may prepare and submit a rebuttal argument or authorize, in writing, nother person or persons to prepare, submit, or sign the rebuttal.

G. The authors of arguments for or against the ballot measure must submit any rebuttal to the City Clerk on or before August 29, 2022.

H. Rebuttals may not exceed 250 words in length.

Section 12. City Attorney Impartial Analysis. The City Council directs the City Clerk to deliver a copy of the City Initiative ballot measure to the City Attorney who will prepare an impartial analysis of the proposed measure pursuant to Elections Code § 9280. The City Attorney must file the impartial analysis with the City Clerk on or before August 19, 2022 and may not exceed 500 words in length.

Section 13. Implementation. The City Clerk and City Manager are authorized to take all actions as necessary to effectuate the purposes of this resolution and the election. The City Clerk and City Attorney are authorized to make any typographical, clerical, and non-substantive corrections to this resolution as may be deemed necessary by the Los Angeles County Registrar Recorder/County Clerk.

Section 14. Effective Date. This Resolution shall be effective immediately upon adoption.

PASSED AND ADOPTED this ___ day of _____, 2022.

_____
Drew Boyles, Mayor

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

I, Tracy Weaver, City Clerk of the City of El Segundo, California, hereby certify that the whole number of members of the City Council of the 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 _____, 2022, and the same was so passed and adopted by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

_____
Tracy Weaver, City Clerk

APPROVED AS TO FORM:
MARK HENSLEY, CITY ATTORNEY

_____
Joaquin Vazquez, Deputy City Attorney

EXHIBIT “A”
CANNABIS BUSINESS TAX

City Council Agenda Statement

Meeting Date: June 7, 2022
Agenda Heading: Staff Presentations
Item Number: D.14

TITLE:

Repair of the City of El Segundo Wiseburn Unified School District Aquatics Center Pool Heaters

RECOMMENDATION:

1. Adopt a resolution, by four-fifths vote, declaring the existence of an emergency and authorizing the award of a contract without competitive bidding pursuant to Public Contract Code §§ 1102, 20168, and 22050 regarding the needed repair work for the failed heaters at the Aquatic Center.

2. Authorize the City Manager to approve and execute a standard Public Works Construction Contract with Knorr Systems Int'l to repair existing heaters at the El Segundo Wiseburn Aquatics Center for an amount of $168,510 and authorize an additional $16,490 as contingency funds for potential unforeseen conditions, for a total budget amount of $185,000.

FISCAL IMPACT:

There is $160,000 available as part of the Joint Use Agreement between the City of El Segundo and the Wiseburn Unified School District (WUSD) for the operation & maintenance of the Aquatics Center facility. WUSD funded the $160,000 and will contribute the full amount to the City to utilize towards the pool heater repair. The $160,000 will be recognized in the FY 2022-2023 budgeted revenues. An additional $25,000 will be contributed by the City and included in the FY 2022-2023 proposed budget.

Amount Budgeted: $185,000 (Proposed FY 2022-23 Budget)
Additional Appropriation: None
Account Number: $185,000 (001-400-5213-6215: Wiseburn Aquatic Center Repair and Maintenance)

BACKGROUND:

In May 2013, the Wiseburn Unified School District (WUSD) and the City of El Segundo entered into a settlement agreement that in summary states that an Aquatics Center would be built on the northwest portion of the property located at 201 N. Douglas Street by the WUSD subsequent to the approval of the Division of State Architect (“DSA”). Once plans were approved by DSA, the District undertook the construction pursuant to normal procedures. Subsequently, a Joint Use Agreement (JUA) was entered into between the City of El Segundo and WUSD for the operation and maintenance of the facility.

DISCUSSION:

The WUSD was the project manager for the Aquatics Center and oversaw the design and preparation of the plans, specifications, and contract documents for this project. Subsequently, WUSD advertised this project and the project was awarded for construction. Construction began in January 2017 and the facility opened to the public in January 2019. The City had a representative on the project management team to provide oversight and feedback as it related to operations and maintenance of the facility.

After almost three years in commission, in March 2022, the two competition pool heaters failed completely. Although the heaters were perhaps not performing as expected, nobody anticipated the heaters to fail so suddenly and unexpectedly. It is important to have the heaters operational as soon as possible as the pool is heavily used by the general public and various sports groups. Given we are just coming out of a global pandemic, the community needs this outlet for mental and physical health reasons.

City staff have been working closely with WUSD staff to resolve this issue. It should be noted that the type and model of the failed heaters are discontinued, and consequently these heaters cannot be replaced with new heaters. Designing and installing a new heating system to replace the current failed heaters is not only costly, but takes a long time. Consequently, City and WUSD staff are recommending repairing the existing heaters at this time as a temporary measure and deferring the design and installment of a new heating system to the near future. The design and installment of a new heating system will need to be initiated by WUSD. City staff will work closely with WUSD staff regarding the permanent solution which requires a new heating system including the "water treatment" component which currently does not exist.

City staff reached out to Knorr Systems Int'l and requested a quote to expedite this work and received the price of $168,510 to make the temporary repairs to the heaters at the Aquatics Center. This price includes the expedited schedule including the manufacturing of the parts and the shipment. This company specializes in this field and is local.This price includes all the labor at the prevailing wage rates as well as all

needed parts. The City has utilized Knorr Systems Int'l in the past and has been satisfied with their services.

At this time, staff recommends that the City Council approves the recommended actions as noted. With the City Council's authorization, City and WUSD staff will make every effort to complete this project as expeditiously as possible. It is to be noted that the lead time on acquiring needed parts for the temporary repairs can be as much as three months.

The proposed resolution would make the requisite findings to declare an emergency pursuant to the California Public Contract Code. State law requires the Council to revisit the emergency at the next regular meeting and subsequent regular meetings until the required action is terminated.

CITY STRATEGIC PLAN COMPLIANCE:

Goal 2: Support Community Safety and Preparedness

Objective: El Segundo is a safe and prepared city.

Goal 4: Develop and Maintain Quality Infrastructure and Technology

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

PREPARED BY:
Elias Sassoon, Public Works Director
REVIEWED BY:
Elias Sassoon, Public Works Director
APPROVED BY:
Barbara Voss, Deputy City Manager

ATTACHED SUPPORTING DOCUMENTS:

1. Resolution - Emergency Wiseburn Heater Repair

RESOLUTION NO. _____

A RESOLUTION DECLARING THE EXISTENCE OF AN EMERGENCY AND AUTHORIZING THE AWARD OF A CONTRACT WITHOUT COMPETITIVE BIDDING PURSUANT TO PUBLIC CONTRACT CODE §§ 1102, 20168, AND 22050 REGARDING THE IMMEDIATE REPAIR OF POOL HEATERS REQUIRED AT 2240 EAST GRAND AVENUE.

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

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

A. State law authorizes a city to award a contract without competitive bidding or notice to bid if the legislative body makes required findings by a four-fifths vote by resolution that an emergency exists that requires the immediate expenditure of public money to safeguard life, health, property, or essential public services (Pub. Contract Code, §§ 1102, 20168, 22050.)

B. The pools available for public use at the aquatics center located at 2240 East Grand Avenue in the City (the "Aquatics Center") provide a critical municipal public services offering the a family-friendly forum for recreational and competitive swimming, including organized local swimming groups, that fosters the public health and welfare.

C. The availability of public health-oriented amenities like the pools at the Aquatics Center are especially vital in light of the COVID-19 pandemic's detrimental impacts on the public's physical and mental wellness.

D. The public's safe use and enjoyment of the pools at the Aquatics Center depends on the proper heating of the water in the respective Aquatics Center pools.

E. The sudden and unexpected failure of the Aquatics Center pool heaters constitutes an emergency, as defined in Public Contract Code § 1102, and poses a clear and immediate danger to the public's physical and mental health; public property; and the City's provision of essential wellness services through a fully functional Aquatics Center.

F. The urgency of this emergency precludes the City from making a competitive solicitation for bids related to the repair of the Aquatics Center pool heaters, and action is necessary to respond to such emergency.

SECTION 2. *Approval; Delegation; Direction*.

A. Based on the findings above, the City Council approves the immediate expenditure of City funds to cause the Aquatics Center pool heaters to be repaired without competitive bidding.

B. Pursuant to Public Contract Code § 22050(b) and El Segundo Municipal Code Chapter 2-2, the City Council delegates the authority to order any action required to address the stated emergency to the City Manager.

C. Pursuant to Public Contract Code § 22050(c), the City Council must review the proposed emergency action and any related orders at its next regular meeting and at each regularly scheduled meeting until the proposed action is terminated.

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

SECTION 4. *Electronic Signatures.* This Resolution may be executed with electronic signatures in accordance with Government Code §16.5. Such electronic signatures will be treated in all respects as having the same effect as an original signature.

SECTION 5. *Signature Authority*. The Mayor, or presiding officer, is hereby authorized to affix his signature to this Resolution signifying its adoption by the City Council of the City of El Segundo, and the City Clerk, or her duly appointed deputy, is directed to attest thereto.

SECTION 6. *Effective Date.* This Resolution will take effect immediately upon adoption by four-fifths vote of the City Council, pursuant to Public Contract Code §§ 20168 and 22050 and will remain effective unless repealed or superseded.

SECTION 7. *City Clerk Direction*. The City Clerk will certify to the passage and adoption of this Resolution, enter it in the City's book of original Resolutions, and make a record of this action in the meeting's minutes.

PASSED, APPROVED AND ADOPTED this ____ day of _____, 2021.

_____
Drew Boyles, Mayor

ATTEST:

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

I, Tracy Weaver, City Clerk of the City of El Segundo, California, do hereby certify that the whole number of members of the City Council of said City is five; that the foregoing 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 ____ 2021, 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

_____
Joaquin Vazquez, Deputy City Attorney

City Council Agenda Statement

Meeting Date: June 7, 2022
Agenda Heading: Staff Presentations
Item Number: D.15

TITLE:

Contract with Swoop, Inc. to Provide the 2022 Summer Beach Shuttle Services

RECOMMENDATION:

1. Authorize the City Manager to execute a contract with Swoop for $85,000 for summer 2022 beach shuttle operations.

FISCAL IMPACT:

The total cost to operate the beach shuttle service for the 2022 summer will be approximately $81,000. However, $85,000 is being requested. $85,000 is considered to be a Not-to-Exceed amount. This amount shall be the maximum amount payable and shall not be exceeded. This service will be paid for through Prop A funding.
Amount Budgeted: $85,000
Additional Appropriation: No
Account Number(s): 112-400-5293-6214

BACKGROUND:

The City of El Segundo began to operate the Beach Shuttle in June of 1985. The shuttle continued to operate every spring and summer until the devastating impact of the pandemic. The Beach Shuttle operates twice a year; for one week during El Segundo Unified School District's Spring Break and then again during the Summer Break from June to August, from 11:00 am to 4:30 pm Monday – Saturday. The shuttle stops at 6 designated locations in residential El Segundo and transports passengers to El Porto Beach.

The Beach Shuttle was a free service until 2015, at which time the service increased to a dollar amount to recover some costs for the service. The fees have been $1 per ride or free with a valid recreation membership and have remained unchanged since implementation. The last full summer of this service prior to COVID-19 was the summer of 2018, in which the Beach Shuttle had approximately 3,390 passengers in total, or approximately 44 passengers per day.

The requirements for obtaining a commercial license with a passenger endorsement has become much more stringent since February 7, 2022 and has made it nearly impossible to attract or hire qualified part-time drivers. The new process requires potential drivers to:

- Take an entry-level driver training course from a provider listed on the Federal Motor Carrier Safety Administration Training Provider Registry before taking CDL tests
- Have a medical exam and DMV Form 546A filled out by a medical professional
- Apply for a commercial license with DMV Form DL 44
- Applicant must complete a minimum of 15 hours of behind-the-wheel training
- Take and pass the Class B examination
- Pass field road test
- Fill out DMV Form 44C to apply for Class B Passenger Endorsement

Due to these changes in licensing requirements and the impact of COVID-19, hiring and retaining qualified part-time drivers became very difficult, causing the Department to not be able to solicit enough qualified part-time staff to offer consistent transportation services.

To remedy this issue, members of the Transportation Committee along with staff supported the option of outsourcing the transportation needs of the city to provide like services to El Segundo residents. Staff developed a Request for Proposals (RFP) for On-Demand Transportation which was advertised on March 17, 2022 and closed April 26, 2022. The City received responses from two vendors, LYFT, and Swoop. Within the evaluation process, staff determined that LYFT could support on-demand transportation service needs, but their service model was not suitable for specifically timed loop routes required for the summer beach shuttle. However, the information submitted by the second vendor, Swoop, demonstrated that the company can support transportation operations for the Summer 2022 Beach Shuttle.

Swoop is a group transportation and experience company designed to connect people with a variety of transportation options. Swoop began operations in 2016 and currently provides transportation for Walmart, Amazon, Google, the NBA, and other popular agencies. Swoop has sourced vehicles and can provide (2) two 25 passenger mini-coaches (see attached). Included with the service is GPS tracking, logistics and scouting plan, 24/7 concierge line, a dedicated account manager and Swoop Performance Optimizer which tracks total ridership, utilization, and on-time performance. (Attachment A)

DISCUSSION:

Due to the lack of securing part-time drivers and inability for the City to offer a consistent service, staff feels that the use of the SWOOP services is the best option for offering a beach shuttle this summer for our residents. Staff recommends entering into a 1-year agreement with Swoop to operate the 2022 Summer Beach Shuttle which will also allow them to provide the service during spring break in 2023. Staff also recommends keeping the $1 fee in place at this time.

CITY STRATEGIC PLAN COMPLIANCE:

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

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

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

Goal 5: Champion Economic Development and Fiscal Sustainability

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

PREPARED BY:
Arecia Hester, Recreation Superintendent
REVIEWED BY:
John Jones, Interim Community Services Director
APPROVED BY:
Barbara Voss, Deputy City Manager

ATTACHED SUPPORTING DOCUMENTS:

1. Swoop Inc. Services Agreement
2. Exhibit A Swoop
3. Current Beach Shuttle Route
4. SWOOP Shuttle Pictures

Services Agreement

CONTRACTOR: Swoop, Inc. DATE MAILED: 5/25/2022

Below you will find a checklist relating to Insurance and other requirements that are required for doing business with the City of El Segundo. Only those items checked-off are MANDATORY, however if your standard policies exceed the minimum requirements please include. **Commercial general liability insurance must meet or exceed the requirements of ISO-CGL Form No. CG 20 10 11 85 or equivalent.** The amount of insurance set forth below will be a combined single limit per occurrence for bodily injury, personal injury, and property damage for the policy coverage. **Liability policies will be endorsed to name the City, its officials, and employees as "additional insured's" under said insurance coverage and to state that such insurance will be deemed "primary" such that any other insurance that may be carried by the City will be excess thereto. Such insurance must be on an "occurrence," not a "claims made," basis and will not be cancelable or subject to reduction except upon thirty (30) days prior written notice to the City.** Please find additional Terms and Conditions on the reverse side of this Services Agreement. **This is not a purchase order or an authorization to begin work.**

☒ Comprehensive General Liability, including coverage for premises, products and completed operations, independent contractors, personal injury and contractual obligations with combined single limits of coverage of at least $1,000,000 per occurrence.

☒ Business Auto Liability, including owned, non-owned and hired vehicles with at least:

- ☒ $5,000,000
- ☐ As required by State Statutes. A copy of your current policy must be submitted naming yourself and or your company.

☒ Workers' Compensation Insurance: as required by State Statutes with Waiver of Subrogation. (Not needed if Self-employed with no employees and CONTRACTOR signs statement to this effect.)

☒ Business License: The CONTRACTOR shall agree to have a current City of El Segundo license on file at City Hall or purchase said license (at no cost to the City).

☐ Permits: Plans must be approved and permit(s) issued (no fee) by the Planning and Building Safety if appropriate. Call the Planning Manager @ (310) 524-2340 if you have questions.

☐ Copy of valid picture I.D. (Drivers license etc.)

PLEASE NOTE: ALL APPLICABLE INFORMATION LISTED ABOVE MUST BE OBTAINED AND ON FILE, PRIOR TO THE ISSUANCE OF A CITY PURCHASE ORDER BEING SENT TO YOU (VIA FAX OR HARD COPY) BY THE PURCHASING AGENT, THUS AUTHORIZING COMMENCEMENT OF WORK FOR THE CITY.

Submitted by (complete all blanks): **COLOR COPY REQUIRED BACK TO THE CITY**

Company Name: Swoop, Inc.	By (Print name & title): Peter Evenson
Company Street Address: 5151 West Rosecrans Ave.	Vendor's Authorized Signature required:
City, State, Zip: Hawthorne, CA 90250	Date signed:
Phone:	FAX:
Vendor's Email address:	Vendor's Web site:

Mail original agreement and insurance to: City of El Segundo – City Clerk 350 Main Street, Room 5, El Segundo, CA 90245-3813

Originator/Department Contact: _____ Date initiated: _____

Department Head Approval: _____ Date Approved: _____

Finance Approval: _____ Date Approved: _____

CITY MANAGER: _____ CITY ATTORNEY: _____ CITY CLERK: _____

1.GENERALLY. The materials, supplies, or services (collectively, "Purchase") covered by this services agreement and purchase order ("order") must be furnished by Seller subject to all the terms and conditions contained in this order which Seller, in accepting this order, agrees to be bound by and comply with in all particulars. No other terms or conditions are binding upon the parties unless subsequently agreed to in writing. Written acceptance or shipment of all or any portion of the Purchase covered by this order constitutes unqualified acceptance of all terms and conditions in this order. The terms of any proposal referred to in this order are included and made a part of the order only to the extent it specified the Purchase ordered, the price, and the delivery, and then only to the extent that such terms are consistent with the terms and conditions of this order.

2.INSPECTION. The Purchase furnished must be exactly as specified in this order, free from all defects in Seller's performance, design, workmanship, and materials, and, except as otherwise provided, is subject to inspection and test by City at all times and places. If, before final acceptance, any Purchase is found to be incomplete, or not as specified, City may reject it, require Seller to correct it without charge, or require delivery of such Purchase at a reduction in price that is equitable under the circumstances. If seller is unable or refuses to correct such items within a time deemed reasonable by City, City may terminate the order in whole or in part. Seller bears all risks as to rejected Purchases and, in addition to any costs for which Seller may become liable to City under other provisions of this order, must reimburse City for all transportation costs, other related costs incurred, or payments to Seller in accordance with the terms of this order for unaccepted Purchases. Notwithstanding City's acceptance of any Purchase, Seller is liable for latent defects, fraud, or such gross mistakes as constitute fraud.

3.CHANGES. City may make changes within the general scope of this order in drawings and specifications for specially manufactured supplies, place of delivery, method of shipment or packing of the order by giving notice to Seller and subsequently confirming such changes in writing. If such changes affect the cost of or the time required for performance of this order, an equitable adjustment in the price or delivery or both must be made. No change by Seller is allowed without City's written approval. Any claim by Seller for an adjustment under this section must be made in writing within thirty (30) days from the date of receipt by Seller of notification of such change unless City waives this condition in writing. Nothing in this section excuses Seller from proceeding with performance of the order as changed.

4. TERMINATION. City may terminate this order at any time, either verbally or in writing, with or without cause. Should termination occur, City will pay Seller as full performance until such termination the unit or pro rata order price for the performed and accepted portion of the Purchase. City may provide written notice of termination for Seller's default if Seller refuses or fails to comply with this order. If Seller does not cure such failure within a reasonable time period, or fails to perform the Purchase within the time specified (or allowed by extension), Seller will be liable to City for any excess costs incurred by City.

5.TIME EXTENSION. City may extend the time for completion if, in City's sole determination, Seller was delayed because of causes beyond Seller's control and without Seller's fault or negligence. In the event delay was caused by City, Seller's sole remedy is limited to recovering money actually and necessarily expended by Seller because of the delay; there is no right to recover anticipated profit.

6.REMEDIES CUMULATIVE. City's rights and remedies under this order are not exclusive and are in addition to any rights and remedies provided by law.

7.TITLE. Title to materials and supplies purchased under this order pass directly from Seller to City upon City's written acceptance following an actual inspection and City's opportunity to reject.

8.PAYMENT. City will pay Seller after receiving acceptable invoices for materials and supplies delivered and accepted or services rendered and accepted. City will not pay cartage, shipping, packaging or boxing expenses unless specified in this order. Drafts will not be honored.

9.INDEMNIFICATION. Seller agrees to indemnify and hold City harmless from and against any claim, action, damages, costs (including, without limitation, attorney's fees), injuries, or liability, arising out of the Purchase or the order, or their performance. Should City be named in any suit, or should any claim be brought against it by suit or otherwise, whether the same be groundless or not, arising out of the Purchase or order, or their performance, Seller will defend City (at City's request and with counsel satisfactory to City) and indemnify City for any judgment rendered against it or any sums paid out in settlement or otherwise. For purposes of this section "City" includes City's officers, elected officials, and employees. It is expressly understood and agreed that the foregoing provisions will survive termination of this order. The requirements as to the types and limits of insurance coverage to be maintained by Seller, and any approval of such insurance by City, are not intended to and will not in any manner limit or qualify the liabilities and obligations otherwise assumed by Seller pursuant to this order, including, without limitation, to the provisions concerning indemnification.

10.WARRANTY. Seller agrees that the Purchase is covered by the most favorable commercial warranties the Seller gives to any customer for the same or substantially similar supplies or services, or such other more favorable warranties as is specified in this order. Warranties will be effective notwithstanding any inspection or acceptance of the Purchase by City.

11.ASSIGNMENT. City may assign this order. Except as to any payment due under this order, Seller may not assign or subcontract the order without City's written approval. Should City give consent, it will not relieve Seller from any obligations under this order and any transferee or subcontractor will be considered Seller's agent.

12.INSURANCE. Seller must provide the insurance indicated on the face sheet of this Services Agreement.

13.PERMITS. Seller must procure all necessary permits and licenses, and abide by all federal, state, and local laws, for performing this order.

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

15.WAIVER. City's review or acceptance of, or payment for, work product prepared by Seller under this order will not be construed to operate as a waiver of any rights City may have under this Agreement or of any cause of action arising from Seller's performance. A waiver by City of any breach of any term, covenant, or condition contained in this order will not be deemed to be a waiver of any subsequent breach of the same or any other term, covenant, or condition contained in this order, whether of the same or different character.

16.INTERPRETATION. This Agreement was drafted in, and will be construed in accordance with the laws of the State of California, and exclusive venue for any action involving this agreement will be in Los Angeles County.

17.CONSISTENCY. In interpreting this Agreement and resolving any ambiguities, this Agreement takes precedence of any attached exhibit with conflicting provisions.

	18. CONSIDERATION. As consideration, CITY agrees to pay CONTRACTOR for CONTRACTOR's services not to exceed a total of $85,000 for the work. CITY will pay for work as specified in the attached Exhibit "A," which is incorporated by reference. **19.EXHIBITS A -Quote**

Swoop Quote

- One (2) 25 passenger mini coach (similar to the attached)
    - $685 per day
- Cost per month
    - June (16 days)- $10,960 x2= $21,920
    - July (25 days)- $17,125 x2= $34,250
    - August (18 days)- $12,330 x2=$24,660
- **Total Cost**
    - **$80,830 NTE $85,000**

This price reflects the cost of one (1) shuttle- for each additional shuttle it'd be same cost.

Whats included

- GPS Tracking- Included
- Logistics and Scouting plan- Included
- 24/7 Concierge line- Included
- Dedicated Account Manager- Included
- SPO- Swoop Performance Optimizer- Included
    - Tracks total riderships, utilization, and on-time performance

Beach SHUTTLE

Monday-Saturday 11:00AM- 4:30PM
June 17- August 23 FREE with 2021 REC ID or $1 each way
Afternoon Jr. Lifeguard pick-up at Grand Beach.



BEACH SHUTTLE STOPS

EUCALYPTUS & HOLLY

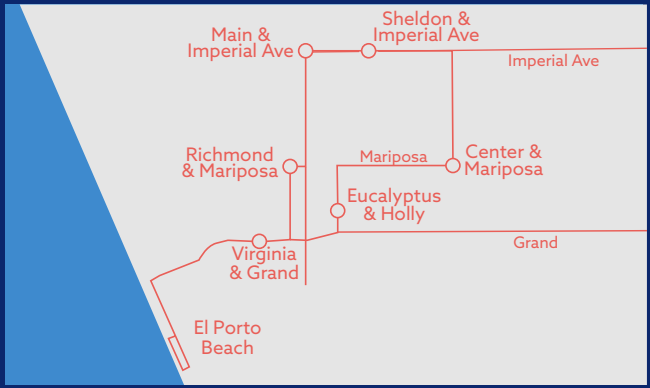
CENTER & MARIPOSA

SHELDON & IMPERIAL

MAIN & IMPERIAL

RICHMOND & GRAND

VIRGINIA & GRAND



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FOR MORE INFORMATION CALL

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Ford
2754202

City Council Agenda Statement

Meeting Date: June 7, 2022
Agenda Heading: Staff Presentations
Item Number: D.16

TITLE:

Reclassify City Clerk's Office Job Classifications

RECOMMENDATION:

1. Approve reclassification of the Deputy City Clerk II classification to Assistant City Clerk and approve reclassification of the Deputy City Clerk I classification to Deputy City Clerk.

2. Adopt a resolution establishing the basic salary range for the Assistant City Clerk and Deputy City Clerk positions.

3. Adopt the class specifications for the Assistant City Clerk and Deputy City Clerk positions.

4. Adopt the examination plans for Assistant City Clerk and Deputy City Clerk.

FISCAL IMPACT:

The potential fiscal impact of the reclassification of the Deputy City Clerk II to Assistant City Clerk is approximately $24,501 to $49,786 annually. The salary of the candidate selected for the position will determine the actual cost, which will not be known until a recruitment is concluded in two to three months. However, candidates are typically hired at the entrance of the salary range and up to the mid-point, which would result in a $37,144 annual fiscal impact. The proposed FY 2022-2023 General Fund Budget which will be submitted to City Council on June 21, 2022, will include sufficient funding for this position.

There is no fiscal impact for the reclassification of Deputy City Clerk I to Deputy City Clerk. No change to the salary range is proposed.

BACKGROUND:

With the retirement of the Deputy City Clerk II in December 2021, the City engaged with

Management Partners to conduct an organizational assessment of the City Clerk's Office (CCO) to identify opportunities for improving CCO services to the City.

Management Partners concluded their assessment and provided a final report and Action Plan with recommendations to the City in May. Restructuring of the current staffing model by reclassifying existing positions and updating the job descriptions to better define roles and responsibilities were identified as priority items.

DISCUSSION:

Assistant City Clerk

The top recommendation of the organizational assessment is to create a new position that would collaborate with the City Clerk to carry out the duties of the office and serve as the office manager by reclassifying the vacant Deputy City Clerk II position to Assistant City Clerk. The minimum requirements would include the following:

Experience: Five (5) years of increasingly responsible administrative experience, preferably in a City Clerk's Office, involving high public contact, including two (2) years of management and supervisory experience. Elections experience is highly desirable.

Education: Equivalent to a Bachelor's degree (minimum 120 units) from an accredited college or university in Business Administration, Records Management, Public Administration, or a related field.

License/Certificates: Possession of a certification from the International Institute of Municipal Clerks as Certified Municipal Clerk (CMC) is required upon hire. Certification as a Master Municipal Clerk (MMC) within twenty-four months (24) and commission as a Notary Public in the State of California within six (6) months of appointment is required. Designation as a Certified Records Manager (CRM) is highly desirable.

To provide flexibility in attracting the best qualified candidates for the position, alternative minimum education requirements in lieu of a bachelor's degree substitute up to two years of additional experience for education, resulting in a requirement of seven (7) years of experience including two (2) years of management and supervisory experience with possession of an Associate's degree.

Based on the essential duties and level of responsibility, the Assistant City Clerk is similar to other "manager" classifications in the City's classification structure and the salary range proposed is equal to the Accounting Manager, Communications Manager, Human Resources Manager, Revenue Manager and Risk Manager which is $10,070 to $12,085 per month. Consistent with the City's practice, this newly created manger level classification will be outside of the Civil Service System and designated as at-will.

Deputy City Clerk

Following the creation of the Assistant City Clerk, the next recommendation is to reclassify the Deputy City Clerk I position to Deputy City Clerk. In reviewing this position, updates are recommended to include standardized language regarding essential functions, knowledge, skills and abilities, driver's license, and disaster service worker requirements.

An internal compensation comparison with other positions requiring the same level of knowledge, skills, and abilities to complete the work revealed that the Deputy City Clerk experience, education, and certification requirements need to be adjusted. The revised description will increase the experience from three (3) years of increasingly responsible administrative support experience to four (4) years with education to remain as graduation from high school or GED, now supplemented by college level coursework. Commission as a Notary Public in the State of California within six (6) months of appointment will be required. There is no fiscal impact for this item as the salary range will remain the same.

The transition of staffing in the CCO has provided an opportunity to review the organizational structure and implement recommendations that will provide a clearer definition of roles and responsibilities both for internal and external customers. The creation of the Assistant City Clerk position will provide the City Clerk with the daily operations support needed to manage the projects and technology required to maintain official City records and documents as well as conduct municipal elections.

CITY STRATEGIC PLAN COMPLIANCE:

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

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

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

Goal 3: Develop as a Choice Employer and Workforce

Objective: El Segundo is a city employer of choice and consistently hires for the future, with a workforce that is inspired, world-class and engaged, demonstrating increasing stability and innovation.

PREPARED BY:
Rebecca Redyk, Human Resources Director
REVIEWED BY:
Rebecca Redyk, Human Resources Director

APPROVED BY:
Barbara Voss, Deputy City Manager

ATTACHED SUPPORTING DOCUMENTS:

1. Resolution Modifying Basic Salary Range
2. Assistant City Clerk Classification Specification
3. Deputy City Clerk Classification Specification
4. Assistant City Clerk Examination Plan
5. Deputy City Clerk Examination Plan

RESOLUTION NO. _____

A RESOLUTION MODIFYING BASIC MONTHLY SALARY RANGE FOR FULL TIME JOB CLASSIFICATIONS

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

SECTION 1: The City Council approves the following basic salary ranges:

Classification	Salary Range
Assistant City Clerk	$10,070.98 - $12,085.18 Monthly
Deputy City Clerk	$6,140.99 - $7,325.99 Monthly

SECTION 2: *Authority.* The City Manager or his designee is authorized to take any steps necessary in order to effectuate this Resolution.

SECTION 3: *Construction*. This Resolution must be broadly construed in order to achieve the purposes stated in this Resolution. It is the City Council's intent that the provisions of this Ordinance be interpreted or implemented by the City and others in a manner that facilitates the purposes set forth in this Resolution.

SECTION 4: *Severability.* If any part of this Resolution or its application is deemed invalid by a court of competent jurisdiction, the City Council intends that such invalidity will not affect the effectiveness of the remaining provisions or applications and, to this end, the provisions of this Ordinance are severable.

SECTION 5: The City Clerk is directed to certify the adoption of this Resolution; record this Resolution in the book of the City's original resolutions and make a minute of this adoption of the Resolution in the City Council's records and the minutes of this meeting.

SECTION 6: This Resolution is effective June 7, 2022 and will remain effective unless repealed or superseded.

PASSED AND ADOPTED this 7th day of June, 2022.

_____
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, and attested to by the City Clerk, all at a regular meeting of said Council held on the ___ day of _____, 2022, 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

Assistant City Clerk (At-Will)

DEFINITION: Under the direction of the City Clerk, oversees the daily operations of the City Clerk's office; assists the City Clerk in meeting the City's legal requirements for the development, maintenance and disposition of official City records and documents; and coordinates municipal election processes.

DISTINGUISHING CHARACTERISTICS: The Assistant City Clerk is a single incumbent management classification within the City Clerk's Office, requiring advanced journey level administrative knowledge and experience to perform the full range of essential functions. This position regularly requires considerable exercise of independent judgment and initiative. May act in the absence of the City Clerk.

SUPERVISION RECEIVED AND EXERCISED: Receives general supervision from the City Clerk. Provides supervision and functional direction to administrative, technical and support staff.

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

Characteristic Duties and Responsibilities:

Positions in this classification typically perform a full range of duties at a level of complexity represented by the following types of responsibilities:

Plans and coordinates activities and services within the City Clerk's office; recommends and participates in development of departmental goals, objectives, and policies.

Assists the City Clerk in managing the City's compliance responsibilities for appropriate establishment, maintenance and disposition of official City records of action of governing bodies, municipal ordinances, resolutions, code and other official government documents; prepares agendas, minutes and follow-up documentation; prepares, distributes and posts public notices, bulletins and contracts; ensures proper/legal posting and document preparation requirements are met; maintains custody of the City seal, ensuring authentication of only approved documents.

Attends City Council meetings and study sessions as required.

As needed, serves as the City Clerk in their absence.

Assists with the review of agreements, contracts, purchase orders and special projects for compliance with insurance and business licensing requirements; coordinates bid processes for City projects; disseminates, receives and opens bids according to federal, state and municipal law; oversees the processing of all claims and subpoenas filed against the City.

Prepares various technical reports, correspondence, and statements according to federal and state rules, regulations and laws, and City policies and procedures; assists the City Clerk in preparing and monitoring the annual budget.

Plans and coordinates general and special municipal elections including administering Federal, State and local procedures, assisting candidates in meeting their legal responsibilities, training election staff, serves as liaison with County registrar/recorder, provides services to candidates,

prepares sample ballots, assists City Clerk in developing candidate handbooks, and other election materials; serves as the City Filing Officer for local campaigns and maintains Fair Political Practices Commission filings.

Responds to requests for research and analysis on a variety of issues regarding City policies, procedures, ordinances, etc.; provides information and assistance to the public; processes deeds, bid awards and other City documents, oversees the maintenance and update of the City's Municipal Code.

Develops, implements and maintains City Clerk's office document imaging program; provides professional advice and expertise on records management, document imaging and archiving and retention as well as requirements for legal compliance to City staff; develops and administers a City-wide records management program and annual destruction of records.

Coordinates activities in the City Clerk's Office with activities of other programs, departments or staff to ensure program delivery according to appropriate policies, procedures and specifications.

May perform Notary Public acts for the public and for official City business.

Participates in outside community professional groups, and committees.

Resolves discrepancies or procedural problems and responds to program administration and/or program delivery questions ensuring necessary follow-up occurs; controls program records for operational and budget accountability; confers with and advises staff and program participants by providing advice, problem solving assistance, answers to questions and interpretation of program goals and policy.

Recruits, hires, supervises, schedules, assigns, monitors and evaluates staff; provides for and/or conducts staff development; establishes work methods and standards; initiates corrective and/or disciplinary action and responds to grievances and complaints according to established personnel policies and procedures and in consultation with Human Resources.

Regularly and predictably attends work.

Performs related duties as assigned.

KNOWLEDGE, SKILLS AND OTHER CHARACTERISTICS:

To perform this job successfully, an individual must be able to perform each essential function. The requirements listed below are representative of the knowledge, skill, and/or ability required.

Knowledge of:

Local, State, and federal laws related to legislative procedures including the Ralph M. Brown Act, Maddy Act, Public Records Act, and the Political Reform Act.

Relevant organization and procedures of City government and municipal organization.

Laws, regulations, systems and procedures associated with the development, maintenance and disposition of public records.

Principles, practices, and procedures of records management including optical imaging storage and retrieval systems.

Basic principles of planning and administering municipal elections

English grammar, punctuation, and spelling and effective use of vocabulary.

Modern Office methods, procedures, software and equipment.

Principles and practices of effective supervision.

Project management principles and practices.

Skill in:

Performing varied office and administrative functions in the legal development, maintenance and disposition of public records.

Synthesizing information into summary form and detailing follow-up requirements.

Application of advanced methods of document storage and retrieval.

Supervising, motivating and evaluating staff.

Organizing work, coordinating projects, activities and programs.

Completing multiple projects within specified deadlines.

Assessing objectives and operational requirements to develop and implement appropriate operational policies and procedures.

Working independently, exercising good judgment and making sound recommendations.

Using personal computers and office related software.

Conducting research and analysis and preparing clear, concise and comprehensive reports.

Understanding and applying complex regulations, procedures and guidelines.

Communicating clearly and concisely, both orally and in writing.

Following directions from a supervisor.

Appearing for work on time.

Following direction from a supervisor.

Understanding and following posted work rules and procedures.

Accepting constructive criticism.

Working under pressure, handling significant problems and tasks that arise simultaneously and/or

unexpectedly.

Establishing and maintaining effective working relationships with staff, other City employees and the public.

Other:

Required to work evenings and extended hours on a regular basis.

QUALIFICATIONS:

A combination of experience and training that would likely provide the required knowledge, skills and abilities may be qualifying. A typical way to obtain the knowledge and abilities would be:

Experience: Five (5) years increasingly responsible administrative experience, preferably in a City Clerk's Office, involving a high public contact including two (2) years of management and supervisory experience.

Elections experience is highly desirable.

Education: Equivalent to a Bachelor's degree (minimum 120 units) from an accredited college or university in Business Administration, Records Management, Public Administration or a related field.

OR

Experience: Seven (7) years increasingly responsible administrative experience, preferably in a City Clerk's Office, involving a high public contact including two (2) years of management and supervisory experience.

Elections experience is highly desirable.

Education: Associate degree from an accredited college or university in Business Administration, Records Management, Public Administration or a related field.

License/Certificates: Due to the performance of some field duties which requires the operation of a personal or City vehicle, valid and appropriate California driver's license and acceptable driving record are required.

Possession of a certification from the International Institute of Municipal Clerks as Certified Municipal Clerk (CMC) is required upon hire.

Certification as a Master Municipal Clerk (MMC) within twenty-four months (24) and commission as a Notary Public in the State of California within six (6) months of appointment is required. Designation as a Certified Records Manager (CRM) is highly desirable.

Disaster Service Worker: In accordance with Government Code Section 3100, City of El Segundo employees, in the event of a disaster, are considered disaster service workers and may be asked to respond accordingly.

City of El Segundo
Assistant City Clerk
Class Code: XXXX

The City of El Segundo is an Equal Opportunity Employer, committed to supporting Diversity, Equity and Inclusion initiatives to build and sustain an environment that values diversity, welcomes opportunities to engage and understand others, and fosters a sense of belonging.

Unrepresented Management and Confidential
Revision Date: June 7, 2022
December 12, 2019

Deputy City Clerk

DEFINITION: Under general direction, performs a variety of highly responsible administrative support duties for the City Clerk's office requiring the application of specialized technical and administrative knowledge, initiative, and independent judgment.

SUPERVISION RECEIVED AND EXERCISED: Receives general supervision from the Assistant City Clerk. May provide technical direction to administrative, and support staff.

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

Characteristic Duties and Responsibilities:

Positions in this classification typically perform a full range of duties at a level of complexity represented by the following types of responsibilities:

Assists in managing the City's compliance responsibilities for appropriate establishment, maintenance, and disposition of official City records, action of governing bodies, municipal ordinances, resolutions, City code and other official documents.

Prepares, distributes, and posts agenda packets and minutes; may be required to attend City Council and other meetings.

Oversees in maintaining the Municipal Code.

Oversees the receiving and processing of claims for damages, and summons and complaints against the City, and accepts service on behalf of the City in court actions.

Assists with election activities.

Maintains candidate lists for Commissions, Committees, and Boards; administers oaths, affirmations, and acknowledgements.

Reviews agreements and contracts for completeness and works closely with Risk Management to ensure compliance with insurance requirements.

Assists in conducting bid openings for City projects and opens bids according to federal, state, and municipal law.

Provides administrative support for municipal elections and maintains Fair Political Practices Commission Conflict of Interest filings.

Assists in scanning and indexing records for storage and retrieval of information related

to document imaging system utilizing research and retrieval methods.

Assists in training City staff on the use of document imaging systems and research and retrieval methods.

Assists in processing requests for research on a variety of issues regarding City policies, procedures, ordinances, etc.; provides information to the public and staff requiring a working knowledge of department programs and operations.
Works in conjunction with the City Attorney's office and the City Clerk as needed, and independently responds to public records requests from the public by letter, telephone and in-person regarding City Council action and records. Research information for public and City staff when needed.

Regularly and predictably attends work.

Performs related duties as assigned.

KNOWLEDGE, SKILLS AND OTHER CHARACTERISTICS:

To perform this job successfully, an individual must be able to perform each essential function. The requirements listed below are representative of the knowledge, skill, and/or ability required.

Knowledge of:

English grammar, punctuation, and spelling.

Modern Office methods, procedures, software, and equipment.

Principles and practices of records management.

Relevant organization and procedures of City government and municipal organization.

Laws, regulations, systems, and procedures associated with the development, maintenance, and disposition of public records.

Optical imaging storage and retrieval systems.

Skill in:

Performing varied office and administrative functions in the legal development, maintenance, and disposition of public records.

Synthesizing information into summary form and detailing follow-up requirements.

Application of advanced methods of document storage and retrieval.

Managing projects, activities, and programs.

Using personal computers and office related software.

Conducting research and analysis and preparing clear, concise, and comprehensive reports.

Understanding and applying complex regulations, procedures, and guidelines.

Communicating clearly and concisely, both in orally and in writing.

Following directions from a supervisor.

Appearing for work on time.

Following direction from a supervisor.

Understanding and following posted work rules and procedures.

Accepting constructive criticism.
Working under pressure, handling significant problems and tasks that arise simultaneously and/or unexpectedly.

Establishing and maintaining effective working relationships with staff, other City employees and the public.

Other:

Required to work evenings and extended hours on a regular basis.

QUALIFICATIONS:

A combination of experience and training that would likely provide the required knowledge, skills and abilities may be qualifying. A typical way to obtain the knowledge and abilities would be:

Experience: Four (4) years increasingly responsible administrative support experience, preferably in a City Clerk's office, is required.

Education: Graduation from high school or GED supplemented by college level coursework.

License/Certificates: Due to the performance of some field duties which requires the operation of a personal or City vehicle, valid and appropriate California driver's license and acceptable driving record are required.

Commission as a Notary Public in the State of California within six (6) months of appointment is required. A certificate from the International Institute of Municipal Clerks as a Certified Municipal Clerk (CMC) is desirable.

Disaster Service Worker: In accordance with Government Code Section 3100, City of El Segundo employees, in the event of a disaster, are considered disaster service workers and may be asked to respond accordingly.

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Revision Date: June 7, 2022
December 12, 2019

Examination Plan

Assistant City Clerk

Open-Competitive and/or Closed Promotional

Structured Technical and Career Preparation Interview Weighted 100%

May include a structured writing/analysis skills test; and/or other professional skills examination included within the overall applicant testing process, as may be deemed appropriate

June 7, 2022

Examination Plan

Deputy City Clerk

Open-Competitive and/or Closed Promotional

Structured Technical and Career Preparation Interview Weighted 100%

May include a structured writing/analysis skills test; and/or other professional skills examination included within the overall applicant testing process, as may be deemed appropriate

June 7, 2022

City Council Agenda Statement

Meeting Date: June 7, 2022
Agenda Heading: Committees, Commissions and Boards Presentations
Item Number: E.17

TITLE:

Appointments to the Planning Commission and Recreation and Parks Commission

RECOMMENDATION:

1. Announce the appointments to the Planning Commission and Recreation and Parks Commission.

FISCAL IMPACT:

None.

BACKGROUND:

The Planning Commission makes recommendations to City Council on the adoption or amendment of the City's General Plan; performs duties with respect to land subdivision, planning and zoning as prescribed by City and State law; advises City Council on those matters falling within its charged responsibilities in a manner reflecting concern for the overall development and environment of the City as a setting for human activities.

The commission advises the City Council on all matters pertaining to recreation, parks, parkways and street trees. It makes recommendations to the City Council regarding level of services and policies. It assists in implementing Community Services Department programs, including youth counseling, senior outreach and transportation services; and the Public Works Department in the maintenance of landscaping and parks throughout the city.

DISCUSSION:

The Planning Commission is comprised of five members who must be residents of El Segundo. Each member serves a four-year term, without term limits. There are two openings.

The Recreation and Parks Commission is comprised of five members, who must be residents of El Segundo. There is one opening.

Appointee	Commission	Term Expiration
Michelle Keldorf	Planning Commission	June 30, 2026
Jay Hoeschler	Planning Commission	June 30, 2026
Julie Stolnack	Recreation and Parks Commission	May 30, 2026

CITY STRATEGIC PLAN COMPLIANCE:

Goal 1: Enhance customer service and engagement.

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

PREPARED BY:
Mishia Jennings, Executive Assistant to City Council
REVIEWED BY:
Barbara Voss, Deputy City Manager, Darrell George, Interim City Manager
APPROVED BY:
Barbara Voss, Deputy City Manager

ATTACHED SUPPORTING DOCUMENTS:

None