



City of El Segundo

Office of the City Manager

January 14, 2025

Elected Officials:

Chris Pimentel,
Mayor
Ryan Baldino,
Mayor Pro Tem
Drew Boyles,
Council Member
Lance Giroux,
Council Member
Michelle Keldorf,
Council Member
Susan Truax,
City Clerk

Appointed Officials:

Darrell George,
City Manager
Mark D. Hensley,
City Attorney

Department Directors:

Barbara Voss
Deputy City Manager
Paul Chung,
Chief Financial
Officer/City Treasurer
George Avery,
Fire Chief
Jose Calderon,
Information Technology
Services
Aly Mancini,
Recreation Parks and
Library
Rebecca Redyk,
Human Resources
Michael Allen,
Development Services
Saul Rodriguez,
Police Chief
Elias Sassoon,
Public Works

ADMINISTRATIVE ORDER NO. 1 TO ADDRESS LOS ANGELES COUNTY FIRE-RELATED EMERGENCIES

By virtue of authority vested in me as the City Manager of the City of El Segundo pursuant to the provisions of the El Segundo Municipal Code Section 2-2-5 to promulgate, issue, and enforce rules, regulations, orders, and directives, I hereby attest to the following orders as necessary for the protection of life and property. This Order will take effect immediately and remain in effect as specified below.

This Order is issued in accordance with, and incorporates by reference, the January 7, 2025, Proclamation of a State of Emergency issued by Governor Gavin Newsom, the January 7, 2025, Declaration of a State of Local Emergency issued by the Chair of the Los Angeles County Board of Supervisors, and the January 10, 2025, Declaration of Public Health Emergency issued by the Department of Health and Human Services.

WHEREAS, as of January 13, 2025, the Palisades Fire has burned approximately 24,000 acres and destroyed thousands of residential and commercial structures; and

WHEREAS, because of the Palisades Fire, several thousand people in and around the nearby community of Pacific Palisades have lost their homes or have been temporarily displaced by evacuation orders and warnings; and

WHEREAS, the massive number of displaced people has resulted in a shortage of temporary housing options in nearby communities; and

WHEREAS, the temporary lifting and/or relaxing of certain restrictions within the City of El Segundo can help to increase the availability of temporary housing options for displaced people and can do so without negatively affecting the public health, safety, and welfare of El Segundo residents.

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NOW, THEREFORE, PURSUANT TO EL SEGUNDO MUNICIPAL CODE CHAPTER 2-2, THE CITY MANAGER, ACTING AS THE EMERGENCY SERVICES DIRECTOR, ORDERS AS FOLLOWS:

1. Temporary Recreational Vehicle Parking. The police chief, or designee, is hereby directed to issue no-fee, temporary recreational vehicle parking permits to residents of single-family properties interested in hosting individuals that have been displaced by the January 2025 Los Angeles County wildfires. For purposes of this Order, “displaced” means (i) that the individual’s primary residence has been destroyed or rendered uninhabitable or inaccessible by the fires, or (ii) that, at the time the permit is requested, the individual’s primary residence is located in an area subject to a mandatory evacuation order or an evacuation warning. To be eligible for a Temporary RV Parking Permit, the resident applicant must provide the following information:

- The name, residential address, and phone number of the resident applying for the permit, along with proof of residency satisfactory to the police chief or designee, such as a current driver’s license or identification card, property tax bill, or public utility bill.
- The name(s) of the displaced individuals that will be temporarily occupying the recreational vehicle, together with proof satisfactory to the police chief or designee, demonstrating that the individuals are displaced person as defined herein.
- The license number, year, make, and model of the recreational vehicle.
- Proof of current registration of the recreational vehicle.
- The phone number where the owner or person in control of the recreational vehicle can be reached during the time the recreational vehicle is parked on a city street.

Said permits shall be issued to qualifying individuals regardless of whether the recreational vehicle is registered with the city pursuant to El Segundo Municipal Code (“ESMC”) Section 8-5G-4. Only one temporary recreational vehicle parking permit may be issued per single-family residential address. The temporary recreational vehicle parking permit must be displayed at the lower driver’s side of the windshield so that it is clearly visible from the exterior of the vehicle. The recreational vehicle must be parked either (i) adjacent to the single-family residence indicated on the permit, or (ii) on the single-family residential parcel listed on the permit. Recreational vehicles parked in a front yard area must be parked on a nonporous surface pad adequate to accommodate the vehicle.

Notwithstanding ESMC Sections 8-2-9(A)(1) and 8-5G-5(B), a recreational vehicle displaying a temporary recreational vehicle parking permit issued pursuant to this Order may remain parked on a city street or highway between 2:00 A.M. and 6:00 A.M. and for any number of consecutive days while the temporary permit remains valid. The permittee may not charge any rent or fee for the use of the recreational vehicle while it is parked in the city pursuant to the temporary recreational vehicle parking permit.

Notwithstanding ESMC Section 7-8-3, a recreational vehicle displaying a valid temporary recreational vehicle parking permit issued pursuant to this Order may be used for camping, provided the recreational vehicle is otherwise lawfully parked and maintained consistent with the ESMC and this Order.

No person shall do any of the following while the recreational vehicle is parked on a city street:

- Run electrical cords, extension cords, hoses, cables, or other items across, above, or on the parkway or sidewalk from any property to the recreational vehicle at any time.
- Make a sewer connection with the recreational vehicle or dump waste from the recreational vehicle into the city stormwater system or onto any public or private land other than a designated RV dump.
- Use or operate an external electrical generator to provide power to the recreational vehicle.
- Extend slide-outs into any portion of the public right-of-way.

This Order does not authorize the parking of recreational vehicles on any portion of any public street or highway where vehicle parking is otherwise prohibited, nor does it authorize any recreational vehicle to be parked in an otherwise unlawful manner. A violation of the terms of this Order shall be subject to immediate permit revocation, citation, and/or towing at the recreational vehicle owner's expense. Temporary recreational vehicle parking permits issued pursuant to this Order shall expire at midnight on February 14, 2025.

Additional information is available at: www.elsegundo.org

2. Parking Citations—Street Sweeping. From the date of this Order through and including Friday, January 17, 2025, the El Segundo Police Department is hereby directed to refrain from issuing citations for violation of the prohibition on parking during hours designated for street sweeping.

3. Short-Term Rentals. Notwithstanding the prohibitions set forth in ESMC Section 4-16-10, subsections (A), (B), and (C), a person may offer, operate, maintain, and advertise the short-term rental of all or any portion of any residential dwelling unit in the City, provided that the short-term rental is occupied by a person or persons displaced as a result of the January 2025 wildfires that have impacted Los Angeles County, and a temporary permit is obtained therefor. The Community Development Director (“Director”) is hereby directed to issue no-fee, temporary short-term rental permits to property owners wishing to offer short-term accommodations to persons displaced by the January 2025 Los Angeles County wildfires. Prior to entering into a short-term rental arrangement pursuant to the temporary permit and this Order, the property owner must provide the Director with proof satisfactory to the Director that the individual(s) renting and occupying the short-term rental unit have been displaced as a result of the January 2025 wildfires that have impacted Los Angeles County. For purposes of this Order, “displaced” means (i) that the individual’s primary residence has been destroyed or rendered uninhabitable or inaccessible by the fires, or (ii) that, at the time the short-term tenancy is commenced, the individual’s primary residence is located in an area subject to a mandatory evacuation order or an evacuation warning. No short-term rental entered into pursuant to this Order may extend past April 13, 2025. This section of the Order shall automatically expire at midnight on April 13, 2025.

Additional information is available at: www.elsegundo.org

4. Temporary Suspension of Transient Occupancy Taxes on Extended-Stay Hotel Rooms Occupied by Displaced Persons. Notwithstanding ESMC Sections 3-4-3 and 3-4-5, from the date of this Order through and including April 13, 2025, a transient need not pay, and the hotel operator need not collect and remit, transient occupancy tax (“TOT”) on the rent charged for any extended-stay hotel room occupied by a displaced person. For purposes of this Order, “extended-stay hotel room” means a fully furnished hotel room with a kitchen, refrigerator, cooking utensils, dishes, and cookware. For purposes of this Order, “displaced” means (i) that the individual’s primary residence has been destroyed or rendered uninhabitable or inaccessible by the fires, or (ii) that, at the time the hotel occupancy is commenced, the individual’s primary residence is located in an area subject to a mandatory evacuation order or an evacuation warning. To obtain relief from the TOT obligation pursuant to this Order, the transient guest must provide the hotel operator with proof sufficient to show that the guest is a displaced person, as defined. A government-issued identification or a copy of a recent utility bill indicating a residential address that (i) has been destroyed or otherwise rendered uninhabitable or inaccessible, or (ii) is located within an area subject to a mandatory evacuation order or an evacuation warning, shall constitute proof sufficient for this purpose. The hotel operator must make a copy of the identification and/or other proof provided by the transient guest, and must, concurrently with the next quarterly report required by ESMC Section 3-4-7, provide copies thereof to the city, together with the number of nights stayed by the transient guest and the rent charged for each night of the stay.

5. Temporary Prohibition on Power Air Blowers. On January 10, 2025, the Los Angeles County Health Officer declared a local health emergency and issued an order prohibiting the use of power air blowers, such as leaf blowers, throughout Los Angeles County until such time as the County Health Officer determines that fire recovery conditions have progressed to a point where the use of air propelling devices will not negatively impact the health of residents. Residents are reminded that the County Health Officer's order applies within the City of El Segundo.

Date: Jan. 14, 2025



Darrell George
City Manager/Director of Emergency Services