

BLUE FOLDER ITEM

Blue folder items are additional back up material to administrative reports and/or public comments received after the printing and distribution of the agenda packet for receive and file.

CITY COUNCIL MEETING AUGUST 3, 2021

H.3 APPROVE CONTRACTS UNDER \$35,000:

1. APPROVE TRANSIT SERVICE OPERATION AGREEMENTS WITH THE CITIES OF HERMOSA BEACH, MANHATTAN BEACH AND EL SEGUNDO FOR THE OPERATION OF BEACH CITIES TRANSIT LINE 109 FOR THE TERM JULY 1, 2021 TO JUNE 30, 2022.
2. APPROVE NO-COST FACILITY USE AGREEMENT WITH LOS ANGELES COUNTY REGISTRAR-RECORDER/COUNTY CLERK FOR THE PLACEMENT AND INSTALLATION OF ONE (1) 24-HOUR UNMANNED VOTE BY MAIL BALLOT DROP BOX AT DOMINGUEZ PARK FOR THE SEPTEMBER 14, 2021 GUBERNATORIAL RECALL ELECTION AND FUTURE ELECTIONS FOR THE TERM AUGUST 3, 2021 TO AUGUST 2, 2026.
3. APPROVE NO-COST FACILITY USE AGREEMENT AND ELECTION PLAN FOR USE OF ALTA VISTA PARK COMMUNITY CENTER AS AN 11-DAY VOTE CENTER WITH LOS ANGELES COUNTY REGISTRAR-RECORDER/COUNTY CLERK FOR THE SEPTEMBER 14, 2021 GUBERNATORIAL RECALL ELECTION FOR THE TERM AUGUST 3, 2021 TO SEPTEMBER 30, 2021.

H.3 #2 FINAL AGREEMENT & SIGNATURE PAGE
H.3 #3 FINAL AGREEMENT & SIGNATURE PAGES



Los Angeles County Registrar-Recorder/County Clerk

DEAN C. LOGAN
Registrar-Recorder/County Clerk

VOTE CENTER FACILITY DROP BOX USE AGREEMENT (PUBLIC)

Agreement and authorization is granted by the City of Redondo Beach
(‘Host’)
and the Los Angeles County Registrar-Recorder/County Clerk (‘RR/CC’) for
the use of the designated facility space specified below:

Dominguez Park

200 Flagler Lane, Redondo Beach, CA 90277

For and in consideration of the following conditions, both parties hereby agree as follows:

Term: This Agreement is entered into this 3rd day of August, 2021, and upon the execution hereof by the Parties and shall expire five (5) years thereafter (Initial Term), unless terminated or extended, in whole or in part, as provided in this agreement.

Use of the Facility: Upon receiving notice from RR/CC no later than forty-five days prior to an Election or no later than forty-five days prior to an odd-year or special, unscheduled election, Host permits access to the agreed upon designated space/drop box location as stated in the 24-Hour Drop Box Plan (Attachment A).

Facility Requirements:

Host permits access to the agreed upon designated space for the installation of the 24-Hour Drop Box as depicted in the Designated Space Schematic (Attachment B).

Host will ensure access to the designated space and the 24-Hour Drop Box to the public.

Host will permit access to RR/CC staff and vehicles to take action to install, uninstall and/or modify drop box, open/close drop box, retrieve ballots, perform maintenance, and comply with applicable laws and regulations governing drop boxes. However, prior to any action involving installation, removal, and/or modification of the 24-Hour Drop Box,

RR/CC must provide at least forty-eight (48) hours written notice. In the event of any unforeseen circumstances resulting in a threat to public health or safety, RR/CC shall use best efforts to provide notice as early as possible prior to taking any action to remove or modify the 24-Hour Drop Box.

In the event there is an issue related to the drop box, Host will contact RR/CC at the contacts listed in the 24-Hour Drop Box Plan to report the issue.

RR/CC shall be pay for all costs associated with the 24- Hour Drop Box, including without limitation, the purchase, installation, removal, and maintenance. The 24-Hour Drop Box will be removed following the completion of the initial term of this agreement, as otherwise provided herein or as mutually agreed upon in writing by the parties. RR/CC shall pay for all costs associated with the removal of the 24-Hour Drop Box. Upon removal, the RR/CC shall return the designated space to the condition it was in at the time prior to installation.

Parking Requirements: Host agrees to provide sufficient parking, including accessible spaces, and a waiver of any parking fees for RR/CC staff and voters where possible.

Public Voting Period: Host agrees to provide RR/CC staff access to the designated space twenty-four (24) hours a day beginning thirty-one (31) days before an election.

Promotions and Political Material: Upon RR/CC's arrival at the designated facility space and thereafter, RR/CC shall remove any political campaign signage or literature and not engage in audible dissemination of electioneering information within 100 feet of the designated voting space and not conduct any promotional activity tied to the public voting period without prior authorization from RR/CC.

Termination of the Agreement: Except for the occurrence of a natural disaster causing damage or building/structural damage to the designated space/drop off location, which shall be solely determined by the Host, Host will not cancel or change the location. . In the event any provision of this Agreement contradicts any applicable laws, rules, and regulations, RR/CC may terminate this Agreement, effective immediately upon written notice.

Amendment of the Agreement: No alteration or variation of the terms of this Agreement shall be valid unless made in writing and signed by both parties. This Agreement may be modified or amended only upon the mutual written consent of both the Host and the RR/CC. Any amendment shall become effective upon the mutual written consent of both the Host and the RR/CC.

Certificate of Self-Insurance: RR/CC will provide a certificate of self-insurance.

Indemnity Agreement: Host shall indemnify, defend and hold harmless RR/CC, its trustees, elected and appointed officers, agents, employees, and volunteers from and against any and all liability, including, but not limited to, claims for injury or damages, demands, actions, fees, loss, costs and expenses (including reasonable attorney and expert witness fees) arising out of or incurred in connection with the performance of this agreement, but only in proportion to and to the extent such liability, loss, demands, actions, fees, costs and expenses are caused by or result from the grossly negligent or willful misconduct of the Host its trustees, officers, agents, employees.

RR/CC shall indemnify, defend and hold harmless Host, its officials, trustees, officers, agents, employees, independent contractors, and volunteers from and against any and all liability, including, but not limited to, claims for injury or damages, demands, actions, fees, loss, costs and expenses (including reasonable attorney and expert witness fees) arising out of or incurred in connection with the performance of this agreement, but only in proportion to and to the extent such liability, loss, demands, actions, fees, costs and expenses are caused by or result from the negligent or intentional acts or omissions of the RR/CC, its officials, trustees, officers, agents, employees, independent contractors or volunteers.

RR/CC acknowledges and understands that certain parties will have access to the designated facility space, including but not limited to, custodial contractors and emergency staff. In no event, shall Host be liable for any access to the designated facility space by these parties.

THE ABOVE SITE INDEMNITY AGREEMENT APPLIES TO ONLY ELECTIONS CONDUCTED BY LOS ANGELES COUNTY REGISTRAR-RECORDER/COUNTY CLERK

IN WITNESS WHEREOF, and executed as the date first above written above, the Parties to this agreement do hereby agree and consent to all terms and conditions provided herein.

Los Angeles County
Registrar-Recorder/County Clerk

City of Redondo Beach,
a chartered municipal corporation

Signature & Date

Signature & Date

Printed Name and Title

Printed Name and Title



Los Angeles County Registrar-Recorder/County Clerk

DEAN C. LOGAN
Registrar-Recorder/County Clerk

24-HOUR DROP BOX PLAN September 14, 2021 Gubernatorial Recall Election

The following constitutes the mutually agreed upon 24-Hour Drop Box Plan for the
September 14, 2021 Gubernatorial Recall Election by City of Redondo Beach ('Host')

and the Los Angeles County Registrar-Recorder/County Clerk ('RR/CC') for the use of the facility
space specified below:

Dominguez Park
200 Flagler Lane, Redondo Beach, CA 90277

Contact List – Host

Primary Contact Name	Vickie Kroneberger	Phone #	310-318-0656 x2644
Email Address	Vickie.kroneberger@redondo.org	Alternate Phone #	
Secondary Contact Name	Eleanor Manzano	Phone #	310-318-0656 x2746
Email Address	cityclerk@redondo.org	Alternate Phone #	310-318-0646
After Hours Emergency Contact Name	Facilities On-Call	Phone #	424-237-5067
Email Address	Jose.ortega@redondo.org/ Gary.loaolagi@redondo.org	Alternate Phone #	310-947-6698

Contact List – RR/CC

Primary Contact Name	Adrian Avelar or Laura Herrera	Phone #	562-462-2835
Email Address	VBMDropOff@rrcc.lacounty.gov	Alternate Phone #	562-345-8372
After Hours Emergency Contact Name		Phone #	
Email Address		Alternate Phone #	

Access Schedule

Host has agreed to grant access to the public and RR/CC to the designated space and drop box for the following dates:

Start Date	End Date
August 16, 2021	September 14, 2021

During the above period, the public and RR/CC will have access to the designated space twenty-four (24) a day for the entirety of the voting period.

Designated Space, Parking, and Public Access

RR/CC shall use best efforts to limit voting traffic to the mutually agreed upon areas in Attachment "B". RR/CC shall further use best efforts to not disturb the normal activities and use of the designated space and parking.

Additional Access Considerations

Please specify any additional considerations necessary in providing RR/CC access to the designated space (Alarm Codes, Gate keys, Access Badges, Parking Passes, etc.): Not applicable

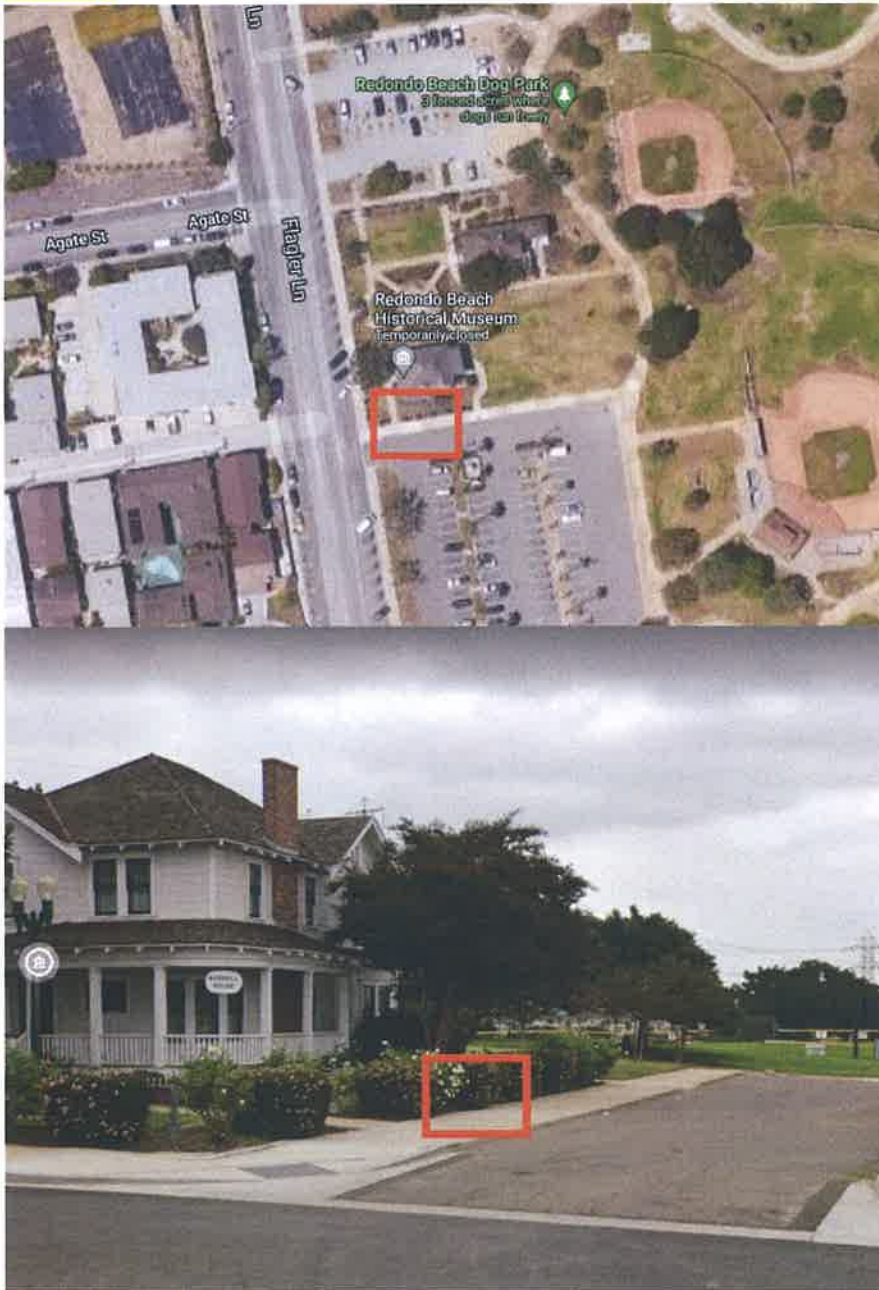
Designated Space Schematic (Attachment B)

Box shall be installed in the space marked below. In the event an alternative location is identified and agreed upon by both parties, this agreement can be amended with a revised Attachment B.

Designated Space Schematic (Attachment B)

Box shall be installed in the space marked below. In the event an alternative location is identified and agreed upon by both parties, this agreement can be amended with a revised Attachment B.

Option 2



Option #2: 24-HR drop box would be placed near entrance to Redondo Beach Historical Museum. Front of box would be facing south parking lot with right side facing parking lot entrance. Left side would be facing walking path to baseball diamond with back facing planters.



Indemnity Agreement: Host shall indemnify, defend and hold harmless RR/CC, its trustees, elected and appointed officers, agents, employees, and volunteers from and against any and all liability, including, but not limited to, claims for injury or damages, demands, actions, fees, loss, costs and expenses (including reasonable attorney and expert witness fees) arising out of or incurred in connection with the performance of this agreement, but only in proportion to and to the extent such liability, loss, demands, actions, fees, costs and expenses are caused by or result from the grossly negligent or willful misconduct of the Host its trustees, officers, agents, employees.

RR/CC shall indemnify, defend and hold harmless Host, its officials, trustees, officers, agents, employees, independent contractors, and volunteers from and against any and all liability, including, but not limited to, claims for injury or damages, demands, actions, fees, loss, costs and expenses (including reasonable attorney and expert witness fees) arising out of or incurred in connection with the performance of this agreement, but only in proportion to and to the extent such liability, loss, demands, actions, fees, costs and expenses are caused by or result from the negligent or intentional acts or omissions of the RR/CC, its officials, trustees, officers, agents, employees, independent contractors or volunteers.

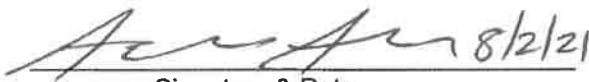
RR/CC acknowledges and understands that certain parties will have access to the designated facility space, including but not limited to, custodial contractors and emergency staff. In no event, shall Host be liable for any access to the designated facility space by these parties.

THE ABOVE SITE INDEMNITY AGREEMENT APPLIES TO ONLY ELECTIONS CONDUCTED BY LOS ANGELES COUNTY REGISTRAR-RECORDER/COUNTY CLERK

IN WITNESS WHEREOF, and executed as the date first above written above, the Parties to this agreement do hereby agree and consent to all terms and conditions provided herein.

Los Angeles County
Registrar-Recorder/County Clerk

City of Redondo Beach,
a chartered municipal corporation

 8/2/21

Signature & Date

Signature & Date

Adrian Avelar, Admin Services Manager

Printed Name and Title

Printed Name and Title



Los Angeles County Registrar-Recorder/County Clerk

DEAN C. LOGAN
Registrar-Recorder/County Clerk

VOTE CENTER FACILITY USE AGREEMENT

Agreement and authorization is granted by the City of Redondo Beach, a chartered municipal corporation ('Host') to the Los Angeles County Registrar-Recorder/County Clerk ('RR/CC') for the use of the designated facility space specified below:

**Alta Vista Park – VCID 12864
Community Center
715 Julia Ave, Redondo Beach, Ca 90277**

For and in consideration of the following conditions, both parties hereby agree as follows:

Term: This Agreement is entered into this **3rd day of August, 2021** upon the execution hereof by the Parties and shall expire on September 30, 2021, unless sooner terminated or extended, in whole or in part, as provided in this agreement.

Use of the Facility: Host permits access to the agreed upon designated space during the access schedule unless otherwise stated in the Vote Center Election Plan, attached hereto as Exhibit "A" and incorporated by this reference.

Facility Requirements: Host will ensure the designated space is free from any activity during the mutually agreed upon access schedule included in the Vote Center Election Plan and provide a means of entry, electricity, air conditioning/heating (if available), and restroom access (if available) for RR/CC staff.

Host will ensure the designated space is free from all tables, chairs and other equipment prior to the first day of the access schedule unless use of existing furniture or equipment is mutually agreed upon by both parties in the Vote Center Election Plan.

Host will ensure that at times RR/CC is not on premises, access to the designated space is restricted only to those RR/CC has given prior approval.

Primary Contacts:

The Host's Primary Contact for this Agreement is Vickie Kroneberger, Chief Deputy City Clerk, City of Redondo Beach City Clerk's Office, 415 Diamond Street; Redondo Beach, CA 90277, 310.318.0656 x 2644, Vickie.Kroneberger@redondo.org.

The RR/CC's Primary Contact for this Agreement is Jaime Young, Assistant Division Manager, Vote Center Assessment and Recruitment, 12680 Corral Place, Santa Fe Springs, CA 90670, (877) 728-0235, votecenters@rrcc.lacounty.gov.

In addition, Host and RR/CC will designate contacts for both business and weekend/non-business hours related to facility access and technical operations to be included in the Vote Center Election Plan for each election.

Parking Requirements: Host agrees to provide sufficient parking, including accessible spaces, and a waiver of any parking fees for RR/CC staff and voters.

Public Voting Period: Host agrees to provide RR/CC staff access to the designated space as detailed in the Vote Center Election Plan (Exhibit "A"), unless a revised schedule is mutually agreed upon prior to the specific election.

Reimbursement: In consideration of this Agreement by the Host to allow RR/CC to use the designated facility space, RR/CC agrees to pay to the Host the cost of any personnel (including contractors) provided to RR/CC, including but not limited to, labor at an overtime or if applicable, double time rate, supervision, benefits, and administration, no later than forty-five (45) days following the date of RR/CC's receipt of the Host's invoice(s). The Host will submit an invoice to the RR/CC providing the costs described herein. Additional costs may be described in Exhibit "A". Upon request, Host shall provide RR/CC with supporting documentation and breakdown of the costs invoiced pursuant to this Agreement and Exhibit A.

Promotions and Political Material: Upon RR/CC's arrival at the designated facility space and thereafter, RR/CC shall remove any political campaign signage or literature and not engage in audible dissemination of electioneering information within 100 feet of the designated voting space and not conduct any promotional activity tied to the public voting period without prior authorization from RR/CC.

Termination of the Agreement: Host will not cancel or change the location outside of a natural disaster or building/structural damage. For avoidance of doubt, Host and RR/CC stipulate that the novel coronavirus COVID-19 pandemic is excluded as a natural disaster or ground for termination for purposes of this Agreement. This Agreement shall remain in effect, with all conditions set forth. RR/CC may at any time and without reason, revoke its request to use the designated facility space. In the event any provision of this Agreement contradicts any applicable laws, rules, and regulations, RR/CC may terminate this Agreement, effective immediately upon written notice.

Amendment of the Agreement: No alteration or variation of the terms of this Agreement shall be valid unless made in writing and signed by both parties. This Agreement may be modified or amended only upon the mutual written consent of both the Host and the RR/CC. Any amendment shall become effective upon the mutual written consent of both the Host and the RR/CC.

Certificate of Self-Insurance: RR/CC will provide certificate upon request.

Indemnity Agreement: Host shall indemnify, defend and hold harmless RR/CC, its trustees, elected and appointed officers, agents, employees, and volunteers from and against any and all

liability, including, but not limited to, claims for injury or damages, demands, actions, fees, loss, costs and expenses (including reasonable attorney and expert witness fees) arising out of or incurred in connection with the performance of this agreement, but only in proportion to and to the extent such liability, loss, demands, actions, fees, costs and expenses are caused by or result from the grossly negligent or willful misconduct of the Host its trustees, officers, agents, employees.

RR/CC shall indemnify, defend and hold harmless Host, its officials, trustees, officers, agents, employees, independent contractors, and volunteers from and against any and all liability, including, but not limited to, claims for injury or damages, demands, actions, fees, loss, costs and expenses (including reasonable attorney and expert witness fees) arising out of or incurred in connection with the performance of this agreement, but only in proportion to and to the extent such liability, loss, demands, actions, fees, costs and expenses are caused by or result from the negligent or intentional acts or omissions of the RR/CC, its officials, trustees, officers, agents, employees, independent contractors or volunteers.

THE ABOVE SITE INDEMNITY AGREEMENT APPLIES TO ONLY ELECTIONS CONDUCTED BY LOS ANGELES COUNTY REGISTRAR-RECORDER/COUNTY CLERK

IN WITNESS WHEREOF, and executed as the date first above written above, the Parties to this agreement do hereby agree and consent to all terms and conditions provided herein.

**Los Angeles County
Registrar-Recorder/County Clerk**

City of Redondo Beach



Signature and Date

Signature and Date

Jaime Young, Assistant Division Manager

Printed Name and Title

William C. Brand, Mayor

Printed Name and Title

Exhibit "A"

Vote Center Election Plan

The Vote Center Election Plan is attached.



Los Angeles County Registrar-Recorder/County Clerk

DEAN C. LOGAN
Registrar-Recorder/County Clerk

VOTE CENTER ELECTION PLAN September 14, 2021 California Gubernatorial Recall Election

The following constitutes the mutually agreed upon Vote Center Election Plan for the September 14, 2021 California Gubernatorial Recall Election by the **City of Redondo Beach, a chartered municipal corporation** ("Host") and the Los Angeles County Registrar-Recorder/County Clerk ("RR/CC") for the use of the facility space specified below:

**Alta Vista Park – VICID 12864
Community Center
715 Julia Ave, Redondo Beach, Ca 90277**

Contact List – Host

Primary Contact Name	Vickie Kroneberger	Phone #	310.318.0656 x2644
Email Address	Vickie.kroneberger@redondo.org	Alternate Phone #	
On-Site Access Contact Name	Geri Marquez (7:30a-1:00p, M-F, except holidays)	Phone #	310-308-0610 x4570
Email Address	TBD	Alternate Phone #	
Custodial Service Contact Name	Facilities On-Call	Phone #	424-237-5067
Email Address	Jose.ortega@redondo.org	Alternate Phone #	310-947-6698
IT Contact Name	Matt Ruhland	Phone #	310-318-0658 x2
Email Address	Matt.ruhland@redondo.org	Alternate Phone #	
After Hours/Emergency Contact Name	Facilities On-Call	Phone #	424-237-5067
Email Address	Jose.ortega@redondo.org; Gary.laolagi@redondo.org	Alternate Phone #	310-947-6698

Contact List – RR/CC

Primary Contact Name	Dayna Everon	Phone #	877-728-0235
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Email Address	deveron@rrcc.lacounty.gov	Alternate Phone #	562-347-2447
IT Contact Name	Shannon Gadson	Phone #	562-462-2826
Email Address	sgadson@rrcc.lacounty.gov	Alternate Phone #	562-277-2118
After Hours/Emergency Contact Name	Jaime Young	Phone #	562-347-2447
Email Address	votecenters@rrcc.lacounty.gov	Alternate Phone #	562-229-8865

Access Schedule

Host has agreed to grant access to the designated space for the following dates and times:

Equipment Delivery & Set-Up (exclusive access begins)	September 2, 2021; 8:00AM to 8:00PM
Election Worker Pre-check Day	September 3, 2021; 12:00PM to 5:00PM
Voting Period	September 4-13, 2021; 9:00AM to 8:00PM
Election Day	September 14, 2021; 6:00AM to 9:00PM
Vote Center Breakdown & Equipment Pick-up (exclusive access ends)	September 15, 2021; 8:00AM to 8:00PM

A deployment schedule for vote center equipment delivery/set-up and breakdown/pick-up is tentatively scheduled for the above dates. RR/CC will contact Host within two weeks of the equipment delivery & set-up date to confirm access to the designated space.

During the public voting period, RR/CC staff shall have access to the designated space during the dates and times listed above.

Host acknowledges that public voting hours may be extended due to long lines. Pursuant to California Elections Code, any voter in line at the time of closing shall be provided the opportunity to receive and cast a ballot.

Health and Safety Plan

RR/CC shall ensure that public health guidelines for COVID-19 are adhered to in all vote centers across LA County from the beginning of equipment set-up, during the voting period and through the breakdown of the vote center as described in the Safe Election Plan (Attachment A).

RR/CC and facility staff shall maintain the cleanliness of the vote center and safeguard voter, election worker, and facility staff/user health as described in COVID-19 Responsibilities (Attachment B).

Designated Space, Parking, and Public Access

RR/CC shall use best efforts to limit voting traffic to the mutually agreed upon areas. RR/CC shall further use best efforts to not disturb the normal activities and use of the designated space and parking.

Additional Access Considerations

The following details below represent any additional considerations necessary in providing RR/CC access to the designated space (check all that apply):

- ☒ On-site Host staff will open and lock the facility on days noted in the Access Schedule.
- ☐ Keys/key card, alarm code, or access badge will be provided to RR/CC staff for direct access to designated space.
- ☐ Parking permits will be provided to RR/CC staff.

Items Provided by Host

Host agrees to provide the following items in the designated space by the start date of the Access Schedule:

Item	Quantity
Tables (6ft rectangular)	8
Adult-size chairs	16

Internet Connection

- ☐ Host agrees to provide hardwire connection at the start of the Access Schedule. An active data port will be available and security passwords (if any) will be provided to RR/CC staff.
Authorized agent initial here: _____

Facility Use Payment (check one):

- ☐ Host agrees to waive any payment for use of the facility.
Authorized agent initial here: _____
- ☒ For public buildings: Host agrees to waive any payment for use of the facility pursuant to California Elections Code.
- ☒ RR/CC shall reimburse the Host for the moving and storage costs of all furnishings and equipment incurred pursuant to this Vote Center Facility Use Agreement, and any staffing, custodial, and cleaning costs associated therewith. The Host will submit an invoice to the RR/CC as described in the Vote Center Facility Use Agreement. Upon request, Host shall provide RR/CC with supporting documentation and breakdown of the costs invoiced.

Payee Name:	City of Redondo Beach
Payee Mailing Address:	415 Diamond Street, Redondo Beach, CA 90277
Taxpayer Identification Number (TIN) or Employer Identification Number (EIN)	City of Redondo Beach EIN: 95-6000767

Other Costs

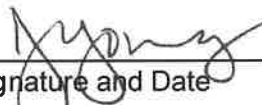
In the event that any unforeseen additional cost or fees are incurred by Host in connection with RR/CC's access to designated facility space, Host will notify RR/CC in advance of said fees/costs. Host will provide RR/CC with detailed invoices of said costs and RR/CC shall pay all reasonable costs. If practicable, a negotiated amendment shall be executed between both Host and RR/CC to reflect such costs.

THE ABOVE ELECTION PLAN APPLIES ONLY TO ELECTIONS CONDUCTED BY LOS ANGELES COUNTY REGISTRAR-RECORDER/COUNTY CLERK.

IN WITNESS WHEREOF, the authorized representatives of the parties have executed this agreement and it is effective as of the date of last signature below.

**Los Angeles County
Registrar-Recorder/County Clerk**

City of Redondo Beach



Signature and Date

Signature and Date

Jaime Young, Assistant Division Manager
Printed Name and Title

Printed Name and Title

ATTACHMENT A
SAFE ELECTION PLAN

The Safe Election Plan is attached.



VOTING SOLUTIONS FOR ALL PEOPLE



SAFE ELECTION PLAN

The Los Angeles County “Safe Election Plan” aligns with California’s “Election Administration Guidance under COVID-19.” Each was developed in consultation with relevant health authorities using the best public health information available, including guidance provided by the U.S. Centers for Disease Control and Prevention (CDC) and California public health officials.



The Los Angeles Registrar-Recorder/County Clerk (RR/CC) will:

- Develop a voting location-specific protection plan.
- Train workers on measures to limit the spread of COVID-19, including screening themselves for symptoms and staying home when necessary.
- Establish prevention and self-screenings measures for workers.
- Establish and communicate physical distancing guidelines.
- Implement hand-washing, mask and disinfection protocols.

FOR VOTERS

All registered voters will be mailed a Vote by Mail ballot.

L.A. County will encourage voters to stay home and vote using their mail-in ballot. However, for some individuals it will still be preferable to vote in person. Wherever in-person voting is offered, we will follow the State and County’s public health and safety guidance to provide a safe voting environment.

COVID-19 Information for Voting In-Person:

- Masks are recommended for all voters, however voters who are not fully vaccinated must wear a mask in the Vote Center.
- Masks and gloves will be available for voters if requested.
- Hand sanitizer will be provided upon entry and exit of the Vote Center. Hand sanitizer will also be available at key stations during the voting process.
- Social distancing will be encouraged while waiting in line and throughout the check-in and voting process.
- ePollbooks and Ballot Marking devices will be sanitized after every voter.
- Voters will be encouraged to take measures to speed up their election process to limit their time in the Vote Center. This includes verifying voter registration in advance, using the Interactive Sample Ballot (ISB) to pre-mark selections, and bringing their Sample Ballot to speed up the voter check-in.
- Voters will be encouraged to take advantage of early voting and vote at off-peak times if possible.
- Curbside voting will continue to be available for voters who are unable to enter the Vote Center.



***Vote Safely
at Home,
Make Your
Voice Heard!***



FOR ELECTION WORKERS

Election Workers will be trained to implement the following guidelines:

- Follow prevention measures while at home to help limit the spread of COVID-19.
- Do not come to the Vote Center if diagnosed with COVID-19, symptomatic, or subject to a quarantine or isolation order.
- Confirmation of self-screening as part of daily worker sign-in.
- Wash hands frequently or use hand sanitizer where soap and water are unavailable.
- Wear protective equipment including masks, face shields, and gloves.
- Establish non-contact norms so workers avoid greeting co-workers and voters with physical contact: "Distancing starts at hello."
- Frequently sanitize work items and commonly used surfaces.
- Sanitize ePollbooks and Ballot Marking Devices before start of day, after each voter, on an hourly schedule, and at closing time.
- Minimize the handling of shared objects.
- Limit nonessential visitors to the Vote Center.
- Take special care to disinfect equipment before use by voters with disabilities because they may interact with the equipment in different ways, and some may have unique health vulnerabilities. Accessibility controls for voting equipment will be cleaned before and after each use.
- Single-use disposable ear covers for device headphones will be provided and replaced after each use.

VOTE CENTER LAYOUT

- A custom Vote Center layout will be created for each location that ensures appropriate physical distance throughout the Vote Center to the extent possible.
- One-directional foot traffic.
- Separate routes for entry and exit where possible.
- Doors propped open.
- Windows will be opened to increase air circulation where possible.
- Check-in stations and Ballot Marking Devices will be placed to create physical distance.
- Each vote center will have a stop station at the entrance where voters will be provided with hand sanitizer. Masks and gloves will be available for voters if needed. An election worker will be stationed here to remind voters of special precautions.
- If weather permits, the number of voters in the facility will be limited by moving lines outdoors.

SIGNAGE

- Signage to remind voters, observers and workers of physical distancing, masks, and updated foot traffic patterns.
- Clear signage to indicate appropriate distances.
- Posted at entrances and highly visible locations.
- Visual cues (e.g., floor markings, colored tape, or signs) will be deployed to remind workers and voters of appropriate distancing.

MEDIA, SOCIAL MEDIA AND DIRECT COMMUNICATION

The County's media campaign will include the following components:

- Voting by mail is a safe choice to avoid exposure to COVID-19 while voting.
- There are alternatives to provide a ballot replacement or to help you cast a ballot without entering a voting site including procedures for requesting a replacement, drop boxes and curbside voting.
- If you must enter a voting location, please:
 - Wear a mask.
 - Maintain appropriate physical distance from people not from your household.
 - Use hand sanitizer before approaching the check-in station and after voting.
 - Follow any additional guidance provided at the voting location.

This plan serves as a baseline. The RR/CC Safe Election Plan will continue to grow and expand as new guidance and recommendations continue to come out.

ATTACHMENT B

COVID-19 RESPONSIBILITIES

LA County RR/CC staff shall perform the following duties.

- Disinfect the surfaces of all voting equipment including, but not limited to the Ballot Marking Devices, electronic pollbooks, and central ballot box after voter use.
- Disinfect the chairs and tables found inside the voting space.
- Wipe high touch areas inside the voting room such as door handles, light switches, counter tops, etc.
- Wherever feasible, open doors and windows during hours where election workers are present to increase airflow.
- Where possible, maintain any lines outdoors. Where not feasible, socially distance lines.
- Place floor markings to assist voters with social distancing inside the vote center and where lines are present.
- Post signs inside and outside the vote center to assist voters with COVID-19 protocols.

Host is responsible for:

- Daily/frequent cleaning of the restrooms
- Wiping high touch surfaces outside of the voting space including but not limited to exterior door handles, water/drinking fountain, elevator buttons, etc.
- Cleaning the path of travel from the parking lot to the entrance of the vote center
- Providing extra trash receptacles at the stop station, vote center exit and for election workers
- Daily/frequent trash pick-up
- Assistance with identifying a space outside of the vote center for curbside voting
- Provide additional signage, if needed, to direct voters to the vote center.

Payee Name:	City of Redondo Beach
Payee Mailing Address:	415 Diamond Street, Redondo Beach, CA 90277
Taxpayer Identification Number (TIN) or Employer Identification Number (EIN)	City of Redondo Beach EIN: 95-6000767


Other Costs

In the event that any unforeseen additional cost or fees are incurred by Host in connection with RR/CC's access to designated facility space, Host will notify RR/CC in advance of said fees/costs. Host will provide RR/CC with detailed invoices of said costs and RR/CC shall pay all reasonable costs. If practicable, a negotiated amendment shall be executed between both Host and RR/CC to reflect such costs.

THE ABOVE ELECTION PLAN APPLIES ONLY TO ELECTIONS CONDUCTED BY LOS ANGELES COUNTY REGISTRAR-RECORDER/COUNTY CLERK.

IN WITNESS WHEREOF, the authorized representatives of the parties have executed this agreement and it is effective as of the date of last signature below.

**Los Angeles County
Registrar-Recorder/County Clerk**

 8/02/21

Signature and Date

Jaime Young, Assistant Division Manager
Printed Name and Title

City of Redondo Beach

Signature and Date

Printed Name and Title

liability, including, but not limited to, claims for injury or damages, demands, actions, fees, loss, costs and expenses (including reasonable attorney and expert witness fees) arising out of or incurred in connection with the performance of this agreement, but only in proportion to and to the extent such liability, loss, demands, actions, fees, costs and expenses are caused by or result from the grossly negligent or willful misconduct of the Host its trustees, officers, agents, employees.

RR/CC shall indemnify, defend and hold harmless Host, its officials, trustees, officers, agents, employees, independent contractors, and volunteers from and against any and all liability, including, but not limited to, claims for injury or damages, demands, actions, fees, loss, costs and expenses (including reasonable attorney and expert witness fees) arising out of or incurred in connection with the performance of this agreement, but only in proportion to and to the extent such liability, loss, demands, actions, fees, costs and expenses are caused by or result from the negligent or intentional acts or omissions of the RR/CC, its officials, trustees, officers, agents, employees, independent contractors or volunteers.

THE ABOVE SITE INDEMNITY AGREEMENT APPLIES TO ONLY ELECTIONS CONDUCTED BY LOS ANGELES COUNTY REGISTRAR-RECORDER/COUNTY CLERK

IN WITNESS WHEREOF, and executed as the date first above written above, the Parties to this agreement do hereby agree and consent to all terms and conditions provided herein.

Los Angeles County
Registrar-Recorder/County Clerk

 08/02/21

Signature and Date

Jaime Young, Assistant Division Manager

Printed Name and Title

City of Redondo Beach

Signature and Date

William C. Brand, Mayor

Printed Name and Title